# uspspostal|bulletin 



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


UNITED STATES POSTAL SERVICE

## Cover Story

## National Dog Bite Prevention Week, May 15-21, 2011

The U.S. Postal Service ${ }^{\circledR}$ continues its tradition of calling attention to one of the nation's most commonly reported public health problems: dog attacks and bites. From nips and bites to actual attacks, violent dog behavior continues to pose a serious threat to our employees.

To emphasize the enormity of this issue, we are now reporting total attacks and dog bites as one number. Last year, nearly 5,700 Postal Service ${ }^{\text {TM }}$ employees were victimized by dogs.

Sponsored by the U.S. Postal Service, National Dog Bite Prevention Week is a public service campaign that offers safety tips and emphasizes the need for increased owner responsibility in the prevention of dog attacks.

This year's National Dog Bite Prevention Week is May 15-21. The tools available in this kit, and additional tools now electronically posted, will guide you in promoting awareness of this public health concern in an effort to reduce dog attacks and bites in your community.

Please take full advantage of our field communications professionals listed in this kit when promoting this initiative.

## I: Stay Alert: Don’t Be Fooled by "My Dog Won’t Bite!"

## Who is most likely to be bitten?



## STAMP OUT DOG BITES

- Spayed or neutered dogs are less likely to bite.
- Dogs can be protective of their territory and may interpret the actions of letter carriers as a threat. Please take precautions when accepting mail in the presence of your pet.
- If a dog threatens you, don't scream. Avoid eye contact, remain motionless until the dog leaves, then back away slowly until the dog is out of sight.
- Never turn your back to a dog and run away. A dog's natural instinct will be to chase and catch you.
- When accepting mail at your door, place your dog in a separate room and close the door.
- If you believe a dog is about to attack you, try to place something between you and the dog, such as a purse, a backpack or a bicycle.


## II. Fiscal Year 2010 Top 25 Dog Attack

 Rankings| RANK | CITY | STATE | 2010 |
| :---: | :---: | :---: | :---: |
| 1 | HOUSTON | TX | 62 |
| 2 | SAN DIEGO | CA | 45 |
| 2 | COLUMBUS | OH | 45 |
| 3 | LOS ANGELES | CA | 44 |
| 4 | LOUISVILLE | KY | 40 |
| 5 | SAN ANTONIO | TX | 39 |
| 5 | ST LOUIS | MO | 39 |
| 6 | CLEVELAND | OH | 38 |
| 6 | PHOENIX | AZ | 38 |
| 7 | MINNEAPOLIS | MN | 35 |
| 7 | PORTLAND | OR | 35 |
| 8 | DENVER | CO | 31 |
| 8 | PHILADELPHIA | PA | 31 |
| 9 | SACRAMENTO | CA | 30 |
| 10 | SEATTLE | WA | 28 |
| 11 | BALTIMORE | MD | 27 |
| 12 | MILWAUKEE | WI | 26 |
| 13 | CHICAGO | IL | 25 |
| 14 | CINCINNATI | OH | 24 |
| 15 | SAN JOSE | CA | 23 |
| 15 | FORT WORTH | TX | 23 |
| 15 | BUFFALO | NY | 23 |
| 16 | MEMPHIS | TN | 22 |
| 16 | JACKSONVILLE | FL | 22 |
| 17 | MIAMI | FL | 20 |
| 17 | DETROIT | MI | 20 |
| 18 | TOLEDO | OH | 19 |
| 19 | OAKLAND | CA | 18 |
| 19 | PITTSBURGH | PA | 18 |
| 20 | LONG BEACH | CA | 17 |
| 20 | CHARLOTTE | NC | 17 |
| 20 | JAMAICA | NY | 17 |
| 20 | ORLANDO | FL | 17 |
| 21 | KANSAS CITY | MO | 16 |
| 21 | INDIANAPOLIS | IN | 16 |
| 21 | TACOMA | WA | 16 |
| 21 | WASHINGTON | DC | 16 |
| 22 | LAS VEGAS | NV | 15 |
| 22 | STOCKTON | CA | 15 |
| 22 | ALBUQUERQUE | NM | 15 |
| 22 | FLUSHING | NY | 15 |
| 23 | OKLAHOMA CITY | OK | 14 |


| RANK | CITY | STATE | $\mathbf{2 0 1 0}$ |
| :--- | :--- | :--- | :--- |
| 23 | STATEN ISLAND | NY | 14 |
| 23 | SPRINGFIELD | MO | 14 |
| 24 | HUNTINGTON BEACH | CA | 13 |
| 25 | BROOKLYN | NY | 12 |
| 25 | SALT LAKE CITY | UT | 12 |
| 25 | FRESNO | CA | 12 |
| 25 | WICHITA | KA | 12 |
| 25 | SILVER SPRING | MD | 12 |
| 25 | ROCHESTER | NY | 12 |
| 25 | ST PAUL | MN | 12 |
| 25 | ST PETERSBURG | FL | 12 |
| 25 | BIRMINGHAM | AL | 12 |
| 25 | SANTA ANA | CA | 12 |

## III. Build Community Awareness Through Media Attention (Television, Radio, and Print)

- Building Community Awareness through Media Attention.
- Public Service Announcements - Dog Bite Prevention Week.
- An Employee Event the Media Will Love.
- Media Advisory.
- News Release - A Different Kind of Chorus.
- Postmaster Newspaper Column No 1.
- Postmaster Newspaper Column No 2.
- Postmaster Newspaper Column No 3.

For information regarding the above media outreach opportunities, visit http://safetytoolkit.usps.gov/Resources.

- In the left sidebar, click Safety Programs.
- In the right sidebar, under "Safety Programs Resources," click Accident Reduction Center.
- On the Accident Reduction Center page, click ARC Dog Bite Prevention and Awareness Publicity Information.
- Under "Resources for Postmasters," under Working with the Community," select the appropriate letter.


## Dog Bite Prevention Background and Tips

The Victims

- More than 4.5 million people attacked annually.
- Children are the majority of victims and are 900 times more likely to be bitten than letter carriers.
- The American Veterinary Medical Association (AVMA), the Humane Society of the United States (HSUS), and the American Academy of Pediatrics
(AAP) report that small children, the elderly, and letter carriers, in that order, are the most frequent victims. Dog attacks are the most commonly reported childhood public health problem in the United States.
- The AVMA also reports that the number of dog attacks exceeds the reported instances of measles, whooping cough, and mumps, combined. Dog bite victims account for up to 5 percent of emergency room visits.
- Many attacks reported by letter carriers in 2009 came from dogs whose owners used those famous last words, "my dog won't bite."
- According to the AVMA, as many as 800,000 people annually are admitted to U.S. emergency departments with dog bite-associated injuries, and countless more bites go unreported and untreated.


## How to Avoid Being Bitten

- Don't run past a dog. The dog's natural instinct is to chase and catch you.
- If a dog threatens you, don't scream. Avoid eye contact. Try to remain motionless until the dog leaves, and then back away slowly until the dog is out of sight.
- Don't approach a strange dog, especially one that's tethered or confined.
- While letter carriers are discouraged from petting animals, people who choose to pet dogs should always let a dog see and sniff them before petting the animal.
- If you believe a dog is about to attack you, try to place something between yourself and the dog, such as a backpack or a bicycle.


## How to Be a Responsible Dog Owner

- Obedience training can teach dogs proper behavior and help owners control their dog in any situation.
- When the letter carrier comes to your home, keep your dog inside, away from the door, in another room, or on a leash.
- Dogs can be protective of their territory and may interpret the actions of letter carriers as a threat. Please take precautions when accepting mail in the presence of your pet.
- Spay or neuter your dog. Neutered dogs are less likely to bite. Humane Society of the United States (HSUS) statistics reflect that dogs that have not been spayed or neutered are up to three times more likely to be involved in a biting incident than neutered or spayed dogs.
- Dogs that haven't been properly socialized, receive little attention or handling, or are left tied up for long periods of time frequently turn into biters.


# POSTAL NEWS 

## Public Service Announcement May 15-21 is National Dog Bite Prevention Week

Below, are three public service announcements (PSAs) for your consideration. Spring is here, more people and dogs will be on the street, and this is the perfect time to participate in an education campaign aimed at reducing these painful and costly attacks.
For decades, the U.S. Postal Service ${ }^{\circledR}$ has taken a leadership role in preventing animal attacks because letter carriers are the third most likely group to be bitten by a dog. Children and the elderly rank number one and two, respectively. More information is found on the Dog Bite Prevention Background and Tips sheet attached. [Attach Dog Bite Prevention Background and Tips sheet.]

Please join the Postal Service ${ }^{\text {TM }}$ in this important public education campaign by using these public service announcements and by interviewing Postal Service, animal protection, and public health officials during National Dog Bite Prevention Week.

## PSA 1

It's that time of year again, and the Postal Service, health care providers, and animal protection professionals need your help. Last year, nationwide, nearly 5,700 letter carriers were attacked by dogs. But that pales in comparison to the more than 4.5 million people most of them children and the elderly - who are bitten by dogs each year. You can help protect your letter carrier, meter reader, newspaper delivery person, and neighbors' children by making sure your pet is properly restrained. Be a responsible pet owner. Help prevent the injuries and deaths caused by animal attacks. This message is a public service of this station and your local Post Office ${ }^{T M}$.

## PSA 2

At this point in our nation's history, even the comedians know that "dog bites man" is no laughing matter. That's why the nation's letter carriers, who were victimized by nearly 5,700 dog attacks last year, are reminding pet owners to restrain their dogs to protect letter carriers, meter readers, children, and others who may come near their dogs. This message is a public service of this station and your local Post Office.

## PSA 3

Pet owners, did you know that if your dog attacks a letter carrier, you could be held liable for all medical expenses and other costs, which can run into thousands of dollars? Don't think your fence is the only protection you need - especially if a letter carrier or delivery person must enter your yard. The Postal Service is not anti-dog, but pro-responsibility. Responsible pet ownership includes making sure your pet is properly restrained. Last year, nearly 5,700 letter carriers were attacked while delivering the mail. Help your letter carrier deliver safely for you. This message is a public service of this station and your local Post Office.

## IV. Community Involvement

Most people think children and dogs go together naturally, and they often do, but it may shock you to learn that children are the most common victims of dog attacks. You can use the following talk and the enclosed handout to alert schoolchildren to two important points in preventing dog attacks: Responsible pet ownership and safe behavior around dogs.

Sponsoring a poster contest gets children involved in spreading the word about preventing dog attacks. Colorful posters that result from the contest are a great way to get the word out to the public.

Due to budget constraints, the 2011 dog bite prevention poster was not printed. Postmasters should e-mail mark.r.saunders@usps.gov to obtain a link to the highresolution image for local printing. Postmasters are asked to display a color image of the 2011 dog bite prevention poster in PO Box only lobbies from May 15-21. After that time, the poster may be displayed in employee areas through Labor Day weekend. Postmasters who do not have color printers are asked to have color posters printed at their district offices. It's important that only color posters are displayed.

Get postmasters and station managers to hang posters or to display them on bulletin boards or at local high-traffic grocery stores.

The postmaster is one of the key leaders in each community. Postmasters should use their influence to win support from other key leaders for our campaign to reduce dog attacks. The suggestions in this section will get you started toward some cooperative campaigning for dog bite awareness.

## Sample Postmaster Columns

Using the following sample postmaster columns will help you spread the word about the Postal Service's efforts to protect letter carriers and children in the community. The message is that dog attacks are a serious matter, and by helping protect letter carriers, the public is protecting everyone.

Place these columns on your letterhead and take or send them to your local newspapers. It's a good idea to localize the articles with experiences from your own Post Office or community. Contact local newspaper editors to propose running the column weekly for 3 weeks. You should also post copies of these columns on your information boards.

Although the material is designed specifically for use during the spring, you also can use it to build community awareness throughout the summer months.

## Postmaster Column No. 1

"Children Suffer Most Dog Attacks," By [Name], Postmaster [City]

For every letter carrier bitten, hundreds of children needlessly suffer the pain and trauma of dog attacks. Whatever the reasons, dog attacks are a serious problem for the entire community, and not just our letter carriers, who were victimized by nearly 5,700 dog attacks last year. That's an average of 11 dog attacks every delivery day, and that figure does not include the number of threatening incidents that did not result in injury. These numbers pale in comparison with the more than 4.5 million people - mostly children and the elderly - who suffer injuries from dog attacks each year.

In [City] last year, dogs bit [number] letter carriers and interfered with a significant number of mail deliveries [or you can estimate a number if possible]. Fortunately, most dog bites can be prevented through responsible pet ownership.
[If you did have dog bites last year, use the previous paragraph and insert a paragraph or two here giving a few details, such as the seriousness of the incidents and the amount of lost time. If you had no dog bites or no cases of dogs interfering with mail delivery last year, omit the previous paragraph.]

If a letter carrier needs to deliver a certified letter or a package to you, put your dog into a separate room before opening your front door. Dogs have been known to burst through screen doors or plate-glass windows to get at strangers.

## [Insert a letter carrier story here, if applicable.]

Nationally, the number of carriers bitten by dogs has declined over the years. This is because of greater cooperation from dog owners, stricter leash laws, and stepped-up efforts to educate letter carriers and the public about dealing with the problem.

Our letter carriers are vigilant and dedicated, but we may be forced to stop mail delivery at an address if a letter carrier is threatened by a vicious dog. In some instances, Postal Service employees have sued and collected damages for dog attack injuries. We can't control people's dogs; only dog owners can do that.

While some attribute attacks on letter carriers to dogs' inbred aversion to uniforms, experts say the psychology actually runs much deeper. Every day that a letter carrier comes into a dog's territory, the dog barks and the letter carrier leaves. Day after day the dog sees this action repeated. After a week or two, the dog appears to feel invincible against intruders. Once the dog gets loose, there's a good chance it will attack.

Dog owners should remind their children about the need to keep the family dog secured. We also recommend parents ask their children not to take mail directly from letter carriers. A dog may see handing mail to a child as a threatening gesture.

These simple reminders and helpful tips can reduce the hazard of dog attacks. Help us to help you this spring and summer.

This is the first in a series of three columns by [City] Postmaster [Name] addressing the problem of dog attacks, both in the Postal Service and in the community. Next week: "Why Do Some Dogs Attack?
\# \# \#

## Postmaster Column No. 2

## "Why Do Some Dogs Attack?" By [Name], Postmaster [City]

Would your dog attack? The American Veterinary Medical Association estimates that more than 4.5 million dog bites are reported to local authorities each year. Countless more go unreported.

Dog attacks can range from a relatively painless nip to a fatal mauling. Dog attack victims account for up to 5 percent of all hospital emergency room visits. Children are most often the victims. Dog attacks are the most commonly reported childhood public health problem in the United States.

You may feel confident that your dog won't add to these statistics, and it is probably true that your trusty companion will never seriously harm anyone. However, if your dog does attack or bite someone, you could be liable for the victim's pain, suffering, and medical expenses. Potential victims include your letter/rural carrier and neighborhood children. There are several ways you can avoid liability. Reducing the likelihood your dog will ever bite someone helps protect you, your canine companion, and everyone else in the community.

## Why Do Some Dogs Attack?

Lack of socialization, improper training, excitement, and fear can all contribute to a dog attack. Even a nip on the leg is unacceptable behavior for a family dog.

Although dogs may attack for a variety of reasons, spaying or neutering has been shown to reduce aggressiveness. Bite statistics show that dogs that have not been spayed or neutered are up to three times more likely to be involved in a biting incident.

## Three Suggestions to Help Take the Bite Out of Your Dog:

- Teach your dog appropriate behavior. Don't play aggressive games with your dog such as wrestling, tug of war, or siccing your dog on another person. It's
essential that your dog recognize members of your family as dominant figures not to be challenged.
- Be a responsible pet owner. For everyone's safety, don't allow your dog to roam. Make your pet a member of your family. Dogs that spend too much time tethered to a dog house or in the back yard have a much greater chance of developing aggressive behavioral problems.
- Stay on the safe side. Help your dog become accustomed to a variety of situations. If you don't know how your dog will react to a new situation, be cautious. If you think your dog could panic in a crowd, leave him or her at home. If your dog may overreact to visitors or delivery people, keep him or her in another room.
This is the second in a series of three columns by [City] Postmaster [Name] addressing the problem of dog attacks, both in the Postal Service and in the community. Next week: "Protecting the Community."


## \# \# \#

## Postmaster Column No. 3

## "Protecting the Community," By [Name], Postmaster [City]

Last year, nearly 5,700 letter carriers were attacked nationwide. The Centers for Disease Control and Prevention estimates that nearly 2 percent of the American population is bitten by a dog each year, and most of the victims are children.

The most recent statistics from the 2007 U.S. Pet Ownership and Demographic Sourcebook states that there are $72,114,000$ dogs in the United States; 43,021,000 households own dogs in the U.S., and that equates to 37.2 percent of households.

Clearly, parents must never leave a defenseless infant with a dog and must make sure that older children know the potential danger of dog attacks. It is also important to know that studies have shown that dogs are three times more likely to be involved in a biting incident if they have not been spayed or neutered.

The Humane Society of the United States (HSUS) has found that the breed of animal most commonly involved in dog attacks can change from year to year and from one part of the country to another, depending on the popularity of the breed. According to the HSUS, while some breeds are more likely to bite, other factors like whether the animal has been spayed or neutered, and whether the animal has been properly socialized, safely confined, properly supervised, and humanely trained play great roles in a dog's tendency to bite. Dog owners can prevent serious injuries to others by realizing their important role in dog bite prevention.

This concludes a series of three columns by [City] Postmaster [Name] addressing the problem of dog attacks, both in the Postal Service and in the community.
\# \# \#

## Postmaster Speech

## Dog Attack Prevention Speech for School Children

[Make the presentation light and fun. Even though this is a serious subject, children will respond to your being friendly and approachable. Be sure to tell the children what a postmaster is/does.]
Good morning boys and girls.
My name is [Name] and I'm your postmaster.

## [Tell the children what a postmaster is/does.]

How many of you have dogs at home or have friends who own a dog? [Listen to responses.] Have you or any of your friends ever been attacked by a dog? [Listen to responses, and if so, add comment: "Well, l'll bet you didn't like it, did you?"]

At the Post Office where I work, the people who deliver your mail get attacked, too. Sometimes they have to go to the hospital and can't do their job for a long time. The dog's owner may have to pay a big hospital bill, and the mail may not be delivered to that house until the owners promise to keep the dog fenced in.

I don't want anybody at work to be attacked, and I don't want any of you to get attacked, either. That's why I'm here today, because I need your help.

First, I want all of you to be safe. Do you know how many people get attacked by dogs every year? [Children guess.] I heard some good guesses. The correct answer is 4.5 million people are bitten by dogs each year and guess what? The number one victim is children. That means you! More than 2 million children were attacked - and that's not good.

In fact, the attacks usually come from the family pet or from a dog owned by a nearby neighbor. Can you believe it?

There are several things you can do to help out. Be nice to your dog and to all dogs. Don't tease them. Don't play too rough with them. Instead, teach your dog good manners. A trained dog is a happy dog. Remember to give dogs space when they are eating, sleeping, tired, sick, or caring for puppies. Remember: Dogs get cranky just like people, and they may bite if they are suddenly surprised or hurt. If you see a dog running loose in your neighborhood, tell your parents. Never, ever approach a strange dog.

You can also help your letter carrier, because thousands of letter carriers get attacked every year, too. The most important thing is to stop your dog from getting outside and running loose. When you go outside, make sure to close
the door tight, and when you are playing with your dog in the yard, make sure you close the gate so he does not get out.

When you see the letter carrier coming down your street, look around and make sure your dog is either inside or securely fenced away from the mailbox.

When the letter carrier gets to your house, let him or her put the mail in your mailbox. Never reach out to take the mail yourself, because your dog might think the letter carrier is a threat to you even though we know that isn't true.

After the letter carrier has delivered the mail and gone, you still need to watch out for loose dogs. Never step too close to a strange dog. Even if he looks friendly, he might still bite.

I am going to give each of you a list of things you can do to help keep dogs from attacking your letter carrier, your friends, and yourself. I want you to take this list home and talk to your parents about it. See if they will help you keep your dog from getting outside.

If you do that, your letter carrier won't have to worry about going to the hospital for a dog bite, and we can ensure that everyone's mail is safely and quickly delivered.

Most importantly, we want you to be safe. So please remember to take care of your dog and use good safety habits even around dogs you know. Don't be one of those 2 million children who experience the pain of a dog bite. Thank you.

## V. Information for All Employees Service Talk

## Dog Attack Prevention Tips for Mail Carriers and Children - How You Can Help Prevent Dog Attacks

To help make your neighborhood safe for the carrier, yourself, and other people, just remember these simple rules:

1. Find out what time the carrier usually brings your mail.
2. When the carrier is due to visit your house, check to be sure your dog is inside. Keep the dog inside until the letter carrier is gone.
3. If someone needs to open the door to sign for a letter, first put the dog in another room and close the door.
4. If you have a mail slot, keep your dog away from the slot so the carrier's fingers don't get bitten.
5. If your mailbox is inside your fenced yard, and your dog is too, keep the dog on a leash away from the mailbox during the time your letter carrier delivers the mail.
6. When your dog is outside, never walk up to the letter carrier and ask for your mail. Your dog may think you are being threatened.
7. If you see a dog running loose in your neighborhood, tell your parents or report it to the proper authorities.
8. Never, ever approach a strange dog. Remember: no owner, no petting. Only approach a dog that is on a leash with his owner, and follow the steps of WAIT, as described here.
9. When a strange dog comes near you, be BORING! Stand like a tree, or if you are on the ground, curl up your legs, cup your hands over your ears and lay still like a rock!
10. Don't go near a dog that is in a car, behind a fence, or tied up - even if you know him.
Below is a story from a young girl who shares her experience with others:

Kelly Voigt of Palatine, Illinois, tells it better than anyone. In 1999, Kelly, then seven, was bitten by a neighborhood dog. The attack left Kelly with approximately 100 stitches in her face and a fear of being outdoors. This brutal attack caused so much pain and suffering that a few months later she was treated by a psychologist for post-traumatic stress disorder and depression.
This young girl gained national attention after taking advice from her psychologist to use her experience to help others. Kelly started a nonprofit organization called Prevent the Bite with her mother, Kathy, and Nancy Skeffington, a school psychologist and animal-assisted therapist, and is using her experience to educate other children and adults on how to avoid such brutal attacks.
Part of their program includes the acronym WAIT, which is used to pet a dog on a leash with his owner. WAIT stands for:

W - Wait to see if the dog looks friendly. If the dog looks afraid or angry, STOP and walk away slowly.
A - Ask the owner for permission to pet the dog. If the owner says no, STOP and walk away slowly.
I - Invite the dog to come to you to sniff you. Put your hand to your side with your fingers curled in. Stand slightly sideways and dip your head down so you are not looking directly at the dog. If the dog does not come over to sniff you, STOP and do not touch him.
T - Touch the dog gently to pet, and do so away from the head and tail.
The diagram here includes Kelly's message and safety tips. For additional information on Prevent the Bite and efforts to help others, visit www.preventthebite.org.


## VI. For Postal Managers

## Progressive Warning Letters and Thank You Letter

This section offers materials for you to use to help your letter carriers do their jobs more safely. You can use the progressive warning letters to alert dog owners to the possible loss of mail delivery if they do not restrain their pets. Additionally, don't forget to send a letter of thanks when they do!

Warning letters, like collection letters, need to be handled tactfully. The first and second sample letters on the website tell customers what we want them to do. The third tells them we have taken corrective steps. The fourth and fifth letters detail the customers' options. In using these letters, keep in mind that our purpose is not to police the neighborhood but to obtain a safe environment in which carriers can do their work. Though most customers will respond to your first polite request, be meticulous in following up if they don't. Otherwise, your efforts will not be taken seriously.

Samples of these letters can be found on the website at http://safetytoolkit.usps.gov/Resources:

- In the left sidebar, click Safety Programs.
- In the right sidebar, under "Safety Programs Resources," click Accident Reduction Center.
- On the Accident Reduction Center page, click ARC - Dog Bite Prevention and Awareness Publicity Information.
- Under "Resources for Postmasters," under "Working with the Community," select the appropriate letter.


## Nondelivery of Mail Policy

The availability and use of the repellent does not replace the policy of nondelivery of mail where there is animal interference!

Collection and delivery service personnel are to report the name and address of the customer where such interference occurs to the postmaster or authorized supervisor who must immediately telephone the customer and request that the animal be confined during the usual delivery hours in the neighborhood. The postmaster or authorized supervisor must further inform the customer that (1) no deliveries will be made until this is done, and (2) service will be restored upon assurance that the animal will be confined.

## Dog Owner's Responsibility

It is the dog owner's responsibility to control the dog. Most communities have ordinances for the control of dogs. In spite of the fact that postmasters have frequently requested customers to control their dogs, and have discontinued service to control this problem, injuries still continue.

## VII. Additional Resources

Now that you have read through this publicity kit and made some decisions about what would work best in your area, it is time for action.

In addition to this kit and materials available online, a number of resources are available to assist you in your effort to educate employees, your customers, and the entire community about the importance of dog bite prevention. If you have media or public relations questions, area Public Affairs and Communications managers can put you in touch with your local communications person. While the Humane Society of America is not an official partner during this year's National Dog Bite Prevention Week campaign, it is always willing to help organizations that are promoting safety around animals.

Dog bites are no laughing matter! We must take action now to reduce these costly and painful injuries. Remember to stay alert! Don't be fooled by, "My dog won't bite!"

## Area Corporate Communications Managers

Connie Totten-Oldham
(A) Manager, Corporate Communications

Capital Metro U.S. Postal Service
16501 Shady Grove
Gaithersburg, MD 20898-9998
Telephone: 301-548-1465
e-mail: connie.totten-oldham@usps.gov
Paul Smith
Manager, Corporate Communications
Eastern Area U.S. Postal Service
PO Box 40593
Philadelphia, PA 19197-0593
Telephone: 215-931-5054
e-mail: paul.f.smith@usps.gov (eastern area)
Jim Mruk
Manager, Corporate Communications
Great Lakes Area U.S. Postal Service
244 Knollwood Dr., 4th Flr.
Bloomingdale, IL 60117-2208
Telephone: 630-539-6565
e-mail: james.a.mruk@usps.gov
Maureen Marion
(A) Manager, Corporate Communications

Northeast Area U.S. Postal Service
6 Griffin Rd., N
Windsor, CT 06006-9876
Telephone: 860-539-0649
e-mail: maureen.p.marion@usps.gov
Earl Artis
Manager, Corporate Communications
Southwest Area U.S. Postal Service
7800 N. Stemmons Fwy., Ste. 450
Dallas, TX 75247-4220
Telephone: 214-819-8704
e-mail: earl.c.artis@usps.gov
Don Smeraldi
Manager, Corporate Communications
Pacific Area U.S. Postal Service
7001 S. Central Ave., Rm. 364A
Los Angeles, CA 90052-9641
Telephone: 818-674-3149
e-mail: don.a.smeraldi@usps.gov
Teresa Rudkin
Manager, Corporate Communications
Western Area U.S. Postal Service
1745 Stout St., Ste. 400
Denver, CO 80299-7500
Telephone: 303-313-5130
e-mail: teresa.rudkin@usps.gov

## Partnering Organizations

The following is a list of contacts. These organizations can help you obtain local support and find animal behavior experts for local events.

Sharon Curtis Granskog
American Veterinary Medical Association Headquarters

1931 N. Meacham Rd., Ste. 100
Schaumburg, IL 60173
Telephone: 847-925-8070 ext. 6619
Fax: 847-925-1329
e-mail: sharoncurtisgranskog@avma.com
e-mail: avmainfo@avma.org
www.avma.org
Gina Steiner
Director Division of Public Information
American Academy of Pediatrics
141 N.W. Point Blvd.
Elk Grove Village, IL 60007
Telephone: 847-434-7945
Fax: 847-434-8000
e-mail: gsteiner@aap.org
www.aap.org
Kathy Voight
Prevent the Bite Organization
PO Box 2101
Palatine, IL 60078-2101
Telephone: 847-322-4179
e-mail: kathyvoigt@sbcglobal.net
www.preventthebite.org

## Additional Partner Contacts and Addresses

Lasandra Cooper
Sr. Media Relations Associate
American Society of Plastic Surgeons (ASPS)
American Society of Maxillofacial Surgeons (ASMS)
444 E. Algonquin Road
Arlington Heights, IL 60005
Telephone: 847-228-9900
Fax: 847-709-7513
e-mail: media@plasticsurgery.org
www.plasticsurgery.org
Lasandra Cooper
ASPS Sr. Media Relations Associate
American Society for Reconstructive Microsurgery (ASRM)
20 North Michigan Avenue, Suite 700
Chicago, IL 60602
Telephone: 847-228-9900
Fax: 847-700-7513
e-mail: media@plasticsurgery.org
www.microsurg.org
Jeanne M. Salvatore
Senior Vice President, Public Affairs \& Consumer
Spokesperson
Insurance Information Institute
110 William St.
New York, NY 10038
Telephone: 212-346-5555
Mobile: 917-612-4088
e-mail: jeannes@iii.org
www.iii.org

## Congressional State Representative Listing

Your Government Relations representatives are here to serve you. They can assist you in contacting and inviting elected officials to participate in your event - please let them know.

## Alphabetical State/Representative Listing

Area code and prefix for all extensions is 202-268-XXXX

| State | Representative | Extension |
| :---: | :---: | :---: |
| Alabama | Ekaterina Silina | 7626 |
| Alaska | Jerome Giles | 3745 |
| American Samoa | Jerome Giles | 3745 |
| Arizona | Jerome Giles | 3745 |
| Arkansas | Mico Milanovic (A) | 7217 |
| California | Linda Gilbert | 3750 |
| Connecticut | Jo Waterman | 6748 |
| Colorado | Jerome Giles | 3745 |
| Delaware | Jo Waterman | 6748 |
| District of Columbia | Jim Cari | 6029 |
| Florida | Mico Milanovic | 7217 |
| Georgia | Mico Milanovic | 7217 |
| Guam | Jerome Giles | 3745 |
| Hawaii | Jerome Giles | 3745 |
| Idaho | Ekaterina Silina | 7626 |
| Illinois | Talaya Simpson | 7839 |
| Indiana | Sandra Calos | 7505 |
| lowa | Sandra Calos | 7505 |
| Kansas | Jerome Giles | 3745 |
| Kentucky | Laurie Solnik | 3743 |
| Louisiana | Mico Milanovic (A) | 7217 |
| Maine | Marita Hines | 6027 |
| Maryland | Jim Cari | 6029 |
| Massachusetts | Marita Hines | 6027 |
| Michigan | Talaya Simpson | 7839 |
| Minnesota | Sandra Calos | 7505 |
| Mississippi | Ekaterina Silina | 7626 |
| Missouri | Sandra Calos | 7505 |
| Montana | Jerome Giles | 3745 |
| Nebraska | Jerome Giles | 3745 |
| Nevada | Jerome Giles | 3745 |
| New Hampshire | Marita Hines | 6027 |
| New Jersey | Jo Waterman | 6748 |
| New Mexico | Mico Milanovic (A) | 7217 |
| New York | Marita Hines | 6027 |
| North Carolina | Laurie Solnik | 3743 |
| North Dakota | Sandra Calos | 7505 |
| Northern Marianna Islands | Jerome Giles | 3745 |
| Ohio | Laurie Solnik | 3743 |
| Oklahoma | Ekaterina Silina | 7626 |
| Oregon | Jerome Giles | 3745 |
| Pennsylvania | Jo Waterman | 6748 |
| Puerto Rico | Marita Hines | 6027 |
| Rhode Island | Jo Waterman | 6748 |
| South Carolina | Laurie Solnik | 3743 |
| South Dakota | Sandra Calos | 7505 |
| Tennessee | Laurie Solnik | 3743 |
| Texas | Mico Milanovic (A) | 7217 |
| Utah | Ekaterina Silina | 7626 |
| Vermont | Marita Hines | 6027 |
| Virgin Islands | Marita Hines | 6027 |
| Virginia | Jim Cari | 6029 |
| Washington | Linda Gilbert | 3750 |


| State | Representative | Extension |
| :--- | :--- | :--- |
| West Virginia | Jim Cari | 6029 |
| Wisconsin | Talaya Simpson | 7839 |
| Wyoming | Linda Gilbert | 35311750 |

## More Resources

- PS Form 1778, Dog Warning Card http://blue.usps.gov/formmgmt/forms/ps1778.pdf
- Publication 129, Safety Talks
http://blue.usps.gov/cpim/ftp/pubs/pub129.pdf
- Safety film, Dogs, They Come in All Sizes. Contact your manager, training (district) for availability.
- Publication 174, How to Avoid Dogs Bites; Dogs and Dog Repellent
http://blue.usps.gov/cpim/ftp/pubs/pub174.pdf
- Dog training video, Understanding Canine Behavior. Contact your manager, training (district) for availability.
For more information, see the Dog Bite Prevention and Publicity website at http://safetytoolkit.usps.gov/Resources.
- In the left sidebar, click Safety Programs.
- In the right sidebar, under "Safety Programs Resources," click Accident Reduction Center.
- On the Accident Reduction Center page, click ARC - Dog Bite Prevention and Awareness Publicity Information.

The following is a list of all the files you can find there:

## Safety Information for Carriers

- JSA - Dog Attack.
- MSDS for Back-Off Dog Repellent 2.7.08.
- Using Dog Repellent - Questions and Answers.

Safety Tips for the Public and Children

- Safety Tips for Parents.
- Dog Bite Prevention Tips for Children.
- General Safety Tips For Children.


## Resources for Postmasters

- Safety Talks.
- Dog Awareness.
- Proper Use of Dog Repellent Spray.
- Be Safe Around Dogs.
- True or False Quiz: Are You an Unwary Visitor?
- Working with the Community.
- Working with Community Leaders.
- Getting Community Involvement.
- Sample Customer Thank You Letter.
- Sample Warning Letter No 1.
- Sample Warning Letter No 2.
- Sample Warning Letter No 3.
- Sample Warning Letter No 4.
- Postmaster Speech - Dog Bite Prevention for School Children.
- Poster Contest for School Children.
- Stay Alert - Don't be Fooled by My Dog Won't Bite.
- Working with the Media.
- Building Community Awareness through Media Attention.
- Public Service Announcements - Dog Bite Prevention Week.
- An Employee Event the Media Will Love.
- Media Advisory.
- News Release - A Different Kind of Chorus.
- Postmaster Newspaper Column No 1.
- Postmaster Newspaper Column No 2.
- Postmaster Newspaper Column No 3.


## Additional Resources

- Additional Resources - Dog Bite Prevention.
- Community Relations, Corporate Communications, 5-5-11


## Policies, Procedures, and Forms Updates

## Manuals

## DMM Revision: Market Dominant Negotiated Service Agreement for First-Class Mail and Standard Mail

Effective June 6, 2011, the Postal Service ${ }^{\text {TM }}$ will revise Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM ${ }^{\circledR}$ ) to add new 709.1.4 to establish a new Negotiated Service Agreement (NSA) market dominant product for the combined total revenue of First-Class Mail ${ }^{\circledR}$ automation letters, Standard Mail ${ }^{\circledR}$ automation letters, and Standard Mail carrier route barcoded automation-compatible letters.

The 3-year agreement is designed to maintain and grow the total contribution the Postal Service receives from FirstClass Mail and Standard Mail services and to provide an incentive for net contribution beyond that. The agreement has five main components as follows:

## 1. Revenue Threshold

The revenue threshold is based on the amount of total postage paid for First-Class Mail automation letters, Standard Mail automation letters, and Standard Mail carrier route barcoded automation-compatible letters. The baseline for the revenue threshold is the total postage for these categories over the previous 1-year period. The threshold is calculated at a negotiated percentage above the baseline for each year during the duration of the agreement.

## 2. Revenue Threshold Adjustment

The revenue threshold will be adjusted upward by a negotiated amount for every dollar decline in FirstClass Mail postage. To qualify for rebates under this adjustment, a determined revenue amount of Standard Mail items must be mailed to offset each dollar decline in postage from First-Class Mail items.

## 3. Postage Commitment

The agreement contains a postage commitment, equal to the adjusted revenue threshold or any subsequent yearly adjusted threshold. If the amount of total postage from eligible mail in the first year of the contract is less than the adjusted threshold, a penalty is assessed for the difference between the adjusted revenue threshold and the actual total postage paid for contract year one. Subsequent year penalties for failing to meet the adjusted revenue threshold are negotiated by the parties prior to the previous contract year.
4 and 5. First-Class Mail Rebates and Standard Mail Rebates


#### Abstract

If the mailer holding the agreement meets or exceeds the adjusted postage thresholds in any given year of the contract, the mailer will earn a rebate on the qualifying First-Class Mail and Standard Mail postage. For First-Class Mail items, the rebate will be equal to a negotiated percent of the increase in postage as a result of a subsequent cumulative price increase (relative to First-Class Mail prices in existence at the initiation of the agreement) for all qualifying pieces. For Standard Mail, the rebate will be equal to a negotiated percent of the increase in postage as a result of a subsequent cumulative price increase (relative to Standard Mail prices in existence at the initiation of the agreement) for all qualifying pieces.


The agreement will expire 3 years from the effective date. Either party may terminate the agreement without penalty for convenience prior to the last 90 days of each contact year, with 90 days written notice to the other party.

This NSA was published as a Federal Register final rule on March 31, 2011 (76 FR 17787-17788). The entire Federal Register notice can be viewed on Postal Explorer ${ }^{\circledR}$ at http://pe.usps.com.

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

700 Special Standards
[Revise the title of 709 as follows:]
709 Negotiated Service Agreements and Experimental and Temporary Classifications
[Add new 1.4 as follows:]

### 1.4 Market Dominant First-Class Mail and Standard Mail Letters NSAs

### 1.4.1 Definition and Purpose

The First-Class Mail and Standard Mail NSA is based on the combined total revenue of First-Class Mail automation letters, Standard Mail automation letters, and Standard Mail carrier route automation letters, and provides an incentive to encourage the growth of First-Class Mail. A
baseline is determined from the revenue generated from First-Class Mail automation letters, Standard Mail automation letters, and Standard Mail carrier route barcoded auto-mation-compatible letters that are mailed as and eligible for full-service Intelligent Mail prices (705.23) during a prior specified 12-month period of time. It includes a postage threshold that is adjusted from the baseline to qualify for a rebate. If the adjusted revenue threshold is met, a rebate is generated on a percentage of the difference of an increase in postage as a result of a subsequent cumulative FirstClass Mail and Standard Mail price increase related to the prices in existence at the time of the agreement. If the adjusted revenue threshold is not met, the NSA holder will pay a penalty.

### 1.4.2 Candidate Factors and Requirements

Potential participants must be IMb full-service customers with extensive, but declining First-Class Mail volumes and significant additional volumes of Standard Mail. Candidates must also meet the standards in 1.1 through 1.3 to qualify. The basic agreement comprises five components:
a. Revenue threshold: Is based on the amount of total combined postage paid for First-Class Mail automation letters, Standard Mail automation letters, and Standard Mail carrier route barcoded automationcompatible letters. The baseline for the revenue threshold is the total postage for these categories over the previous one-year period. The threshold is calculated at a negotiated percentage above the baseline for each year during the duration of the agreement.
b. Revenue threshold adjustment: Will be adjusted upward by a negotiated amount for every dollar decline in First-Class Mail postage. To qualify for rebates under this adjustment, a pre-determined revenue amount of Standard Mail must be mailed to offset each dollar decline in postage from First-Class Mail.
c. Postage commitment with penalty: The postage commitment is an amount equal to the adjusted revenue threshold. If the amount of total postage from eligible mail in the first year of the contract is less than the adjusted revenue threshold, a negotiated percentage penalty in the amount of the difference between the adjusted revenue threshold and the actual total postage paid for contract year one must be paid. Subsequent year penalties for failing to meet the adjusted revenue threshold are negotiated by the parties within nine months of the end of the previous contract year.
d. Rebate on First-Class Mail: If the mailer holding the agreement exceeds the adjusted revenue thresholds in any given year of the contract, it will earn rebates on its qualifying First-Class Mail postage. The rebate
will be equal to a negotiated percent of the increase in postage as a result of a subsequent cumulative price increase (relative to First-Class Mail prices in existence at the initiation of the agreement) for all qualifying pieces.
e. Rebate on Standard Mail: If the mailer holding the agreement exceeds the adjusted revenue thresholds in any given year of the contract, it will earn rebates on its qualifying Standard Mail postage. The rebate will be equal to a negotiated percent of the increase in postage as a result of a subsequent cumulative price increase (relative to Standard Mail prices in existence at the initiation of the agreement) for all qualifying pieces.

### 1.4.3 General Requirements

Any proposed First-Class Mail and Standard Mail NSA under this classification must also contain, at a minimum, the following general candidate requirements and conditions:
a. The NSA expires three years from the effective date. Either party can terminate the agreement, without penalty, for convenience prior to the last 90 days of each contract year with 90 days written notice to the other party.
b. The NSA will contain a merger and acquisition clause, which adjusts the threshold to account for increased mailing activity (or decreased, in the case of a sale or closure).

### 1.4.4 Initial Proposal

The proposal must explain how the candidate meets the requirements in 1.4.2 and also must meet the following conditions:
a. The candidate must submit a written proposal that includes appropriate supporting documentation to the manager of Correspondence \& Transactions (see 608.8.0 for address).
b. The proposal must be initiated by the mailer and include a summary of the information responding to the applicable candidate features and general requirements described in 1.4.3.
c. A nondisclosure agreement must be signed before any substantive discussion of the proposal begins.

We will incorporate this revision into the next printed version of the DMM and into the next update of the online DMM available via Postal Explorer ${ }^{\circledR}$ at http://pe.usps.com.

- Product Classification, Pricing and Classification, 5-5-11


## IMM Revision: Mail Preparation Revisions for International Priority Airmail and International Surface Air Lift Service

Effective June 6, 2011, the Postal Service ${ }^{\text {TM }}$ will revise Mailing Standards of the United States Postal Service, International Mail Manual (IMM ${ }^{\circledR}$ ) sections 292.46, 292.47, 293.46, and 293.47. These revisions stipulate that, when a mailer claims the International Service Center (ISC) drop shipment price and enters the mailing at an authorized drop shipment location, container labels are not required for International Priority Airmail ${ }^{T M}$ (IPA ${ }^{\circledR}$ ) and International Surface Air Lift ${ }^{\circledR}$ (ISAL ${ }^{\circledR}$ ) direct country, mixed country, or worldwide nonpresort sacks, letter trays, and flat trays.

The premise for current IPA and ISAL label data requirements is to provide USPS ${ }^{\circledR}$ processing facilities with information regarding which ISC the IPA and ISAL containers are to be dispatched to; however, this information is not needed when a mailer drop ships the containers and enters them at an ISC, so we are revising the information for such instances.

These revisions do not change the label requirements for IPA and ISAL mail claimed at the full-service price, nor do they revise these sections' container tag requirements (i.e., PS Tag 115, International Priority Airmail; PS Tag 155, Surface Airlift Mail; or PS Tag 178, Airmail Bag Label LC (CN 35/AV 8) (white)).

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

2 Conditions for Mailing


### 292.46 Sacking Requirements

### 292.461 Direct Country Sack (5 Pounds or More)

The following standards apply:
[Revise the paragraph portion of item c to read as follows:]
c. Direct Country Sack Label. Mailers who claim the ISC drop shipment price and enter their mail at an authorized drop shipment location under 292.532 are not
required to prepare sack labels. Mailers who claim the full-service price must complete sack labels as follows (see Exhibit 292.461 for the list of U.S. Exchange Offices):
[Move Exhibit 292.462 to follow the "Example" in 292.461, and renumber and retitle the exhibit to read as follows:]

Exhibit 292.461 Labeling of IPA Mail to Postal Service Exchange Offices (Full-service Only)

### 292.462 Mixed Country Sacks (5 Pounds or More ISC Drop Shipment Only)

The following standards apply:
[Delete item c in its entirety.]

### 292.463 Worldwide Nonpresort Mail Sacks

The following standards apply:
[Revise the paragraph portion of item c to read as follows:]
c. Worldwide Nonpresort Sack Label. Mailers who claim the ISC drop shipment price and enter their mail at an authorized drop shipment location under 292.532 are not required to prepare sack labels. Mailers who claim the full service price must complete sack labels as follows (see Exhibit 292.461 for the list of U.S. Exchange Offices):

### 292.47 Mail Preparation for Canada

***Mailers must prepare presorted IPA mail (full-service price and ISC drop shipment price) to Canada as follows:
[Revise the paragraph portion of item c to read as follows:]
c. Direct Country Container Label. Mailers who claim the ISC drop shipment price and enter their mail at an authorized drop shipment location under 292.532 are not required to use container labels. Mailers who claim the full-service price must identify each container (letter tray, flat tray, or sack) to show the Canadian destination, followed by the U.S. exchange office code, and the content, as defined in Exhibit 292.47.

*     *         *             *                 * 


## Exhibit 292.47

[Revise the title of Exhibit 292.47 to read as follows:]

## Canadian Mail Container Labeling Information (Fullservice Only)

[In Exhibit 292.47, revise the footnote marker for footnote 1 to be an asterisk, and remove all footnote markers for footnote 2; also, in the footnote portion of the exhibit, revise the marker for footnote 1 to be an asterisk, and remove the marker and text for footnote 2.]

International Surface Air Lift (ISAL) Service

### 293.4 Mail Preparation

### 293.46 Sacking Requirements

293.461 Direct Country Sack (5 Pounds or More)

The following standards apply:
[Revise the paragraph portion of item c to read as follows:]
c. Direct Country Sack Label. Mailers who claim the ISC drop shipment price and enter their mail at an authorized drop shipment location under 293.532 are not required to prepare sack labels. Mailers who claim the full-service price must complete sack labels as follows (see Exhibit 293.461 for the list of U.S. Exchange Offices):
[Move Exhibit 293.462 to follow the "Example" in 293.461, and renumber and retitle the exhibit to read as follows:]

Exhibit 293.461 Labeling of ISAL Mail to Postal Service Exchange Offices (Full-service Only)
293.462 Mixed Country Sacks (5 Pounds or More ISC Drop Shipment Only)
The following standards apply:
[Delete item c in its entirety.]

### 293.463 Worldwide Nonpresort Mail Sacks

The following standards apply:
[Revise the paragraph portion of item c to read as follows:]
c. Worldwide Nonpresort Sack Label. Mailers who claim the ISC drop shipment price and enter their mail at an authorized drop shipment location under 293.532 are not required to prepare sack labels. Mailers who claim the full-service price must complete sack labels as follows (see Exhibit 293.461 for the list of U.S. Exchange Offices):

### 293.47

## Canadian Sack Labeling Information

## Exhibit 293.47

[Revise the title of Exhibit 293.47 to read as follows:]

## Canadian Mail Sack Labeling Information (Full-service

 Only)[In Exhibit 293.47, revise the footnote marker for footnote 1 to be an asterisk, and remove all footnote markers for footnote 2; also, in the footnote portion of the exhibit, revise the marker for footnote 1 to be an asterisk, and remove the marker and text for footnote 2.]

We will incorporate these revisions into the next printed version of the IMM and into the monthly update of the online IMM, which is available via Postal Explorer ${ }^{\circledR}$ at http://pe.usps.com.

## Publications

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

Effective May 5, 2011, Publication 431, Post Office
Service and Caller Service Fee Groups, is revised to in
the following changes.
Publication 431, Post Office Box Service and
Caller Service Fee Groups
[Remove the following entries:]

| ZIP Code | ZIP Code |
| :--- | :--- |
| 06925 | 88515 |
| 06928 | 88518 |
| 21265 | 88519 |
| 21268 | 88521 |
| 21278 | 88523 |
| 21748 | 88524 |
| 23455 | 88525 |
| 27552 | 88526 |
| 30390 | 88527 |
| 32215 | 88528 |
| 32452 | 88530 |
| 34743 | 88532 |
| 35485 | 88533 |
| 36515 | 88534 |
| 43752 | 88535 |
| 45721 | 88536 |
| 49022 | 88538 |
| 49711 | 88548 |
| 50062 | 88549 |
| 50664 | 88553 |
| 51108 | 88555 |
| 60010 | 88556 |
| 60092 | 88557 |
| 68102 | 88558 |
| 68132 | 88559 |
| 73185 | 88560 |
| 73194 | 88561 |
| 73196 | 88562 |
| 75507 | 88563 |
| 75962 | 88577 |
| 75990 | 88578 |
| 76102 | 88579 |
| 78060 | 88580 |
|  |  |


| ZIP Code | ZIP Code |
| :---: | :---: |
| 78520 | 88581 |
| 78658 | 88582 |
| 78961 | 88583 |
| 81003 | 88584 |
| 88510 | 88585 |
| 88511 | 88586 |
| 88512 | 88595 |
| 88514 | 89452 |

[Revise the following entries:]


The online version of Publication 431 is dated July 2010. Publication 431 is currently available on the Postal Service ${ }^{\text {TM }}$ PolicyNet website (http://blue.usps.gov/cpim):

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

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

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

- Special Services,

Channel Access, 5-5-11

## Publication 521, EAP Wallet Card, Has Been Revised

Effective immediately, Publication 521, EAP Wallet Card, is revised. The Employee Assistance Program (EAP) offers assessment, referral, short-term counseling, and work/life consultation for Postal Service ${ }^{\text {TM }}$ employees and their families. Participation is voluntary.

The new card provides updated information on how to request EAP services by telephone, TTY, and the Internet. The April 2011 edition supersedes the June 2001 edition. Recycle or destroy all previous editions.

You can order copies of Publication 521 through the Material Distribution Center (MDC) by using touch-tone order entry (TTOE) at 800-273-1509.
Note: You must be registered to use TTOE. To register, call 800-332-0317, option 1, extension 2925, and follow the
prompts to leave a message. (Wait 48 hours after registering before placing your first order.)

Use the following information to order Publication 521:

| PSIN: | PUB 521 |
| :--- | :--- |
| PSN: | $7610-03-0$. |
| Unit of Measure: | EA |
| Minimum Order Quantity: | 1 |
| Bulk Pack Quantity | N/A |
| Quick Pick Number: | N/A |
| Price: | $\$ 0.0158$ |

- Employee Assistance/Workplace Environment Improvement Programs, Labor Relations, 5-5-11


## Organization Information

## Delivery

## Mailbox Improvement Week, May 16-22

Each year, the Postal Service ${ }^{\text {TM }}$ designates the third full week of May as Mailbox Improvement Week to encourage customers on city motorized, rural, or contract delivery service routes (formerly highway contract box delivery routes) to examine and, where necessary, improve the appearance of their mailboxes. Neat, attractive mailboxes make a significant contribution to the appearance of the countryside and streets in suburban areas. Mailbox Improvement Week, May 16-22, calls attention to the need for providing mailboxes that are:

1. Approved by the postmaster general.
2. Designed to protect the mail from weather.
3. Safe to use.
4. Conveniently located.
5. Neat in appearance.

Additional information is available on the Delivery and Post Office Operations website at http:// blue.usps.gov/delret/L4CityDelvry_GROWTH.htm.

Mailboxes that meet these five important requirements help delivery and collection operations and improve service to the entire route. There are three approved styles of curbside mailboxes:

1. Traditional design (see Exhibit A).
2. Contemporary design (see Exhibit B).
3. Locked, full, or limited service.

USPS-STD-7B governs the design and specifications of curbside mailboxes and includes provisions for improved quality of the product.

## Notice 209

Postmasters should send Notice 209, Mailbox Improvement Week, to all rural and highway contract box delivery route customers the week before Mailbox Improvement Week to alert them of the event. You can order Notice 209 from the Material Distribution Center (MDC) through one of the following methods.

- Use touch-tone order entry (TTOE). Call 800-273-1509.

Note: You must be registered to use TTOE. To register, call 800-332-0317, option 1, extension 2925, and follow the prompts to leave a message. (Wait 48 hours after registering before placing your first order). For complete TTOE ordering instructions, visit the Materials Customer Service website at http://blue.usps.gov/purchase/_doc/
ops_ttoeins.doc or call National Materials Customer Service at 800-332-0317, option 4.

## Ordering Information

Use the following information to order Notice 209:

| PSIN: | NOT209 |
| :--- | :--- |
| PSN: | $7610-03-000-9145$ |
| Unit of Issue: | EA |
| Quick Pick Number: | 496 |
| Bulk Pack Quantity: | 3,000 |
| Minimum Order Quantity: | 50 |
| Price: | $\$ 0.0242$ |

## City Motorized, Rural, and Contract Delivery Service Routes

Customers must use only approved traditional, contemporary, or locked full/limited service curbside mailboxes for new installations or replacements. When new delivery is established or extended, postmasters must ensure that customers use delivery equipment that is approved by the postmaster general. However, a customer may use a cus-tom-built curbside mailbox if the local postmaster gives prior approval and the mailbox conforms generally to the same requirements as approved manufactured curbside mailboxes relative to the flag, size, strength, and quality of construction.
Note: Postmasters do not have the authority to approve mailbox systems such as STD 4-C Wall Mounted Units or Cluster Box Units (CBUs) that are not approved by the postmaster general through the normal USPS ${ }^{\circledR}$ approval process.

Carriers on motorized city routes may continue to serve mailboxes that are designed primarily for use by customers receiving door delivery and that have been erected and served under previous regulations (see Exhibit $C$ on the following page). However, carriers should advise customers that they may use only approved curbside mailboxes when replacing these types of mailboxes. A list of approved manufacturers of traditional curbside mailboxes appears on pages 47-50.

For motorized city routes, and where the use of street names and house numbers is authorized on rural and contract delivery service routes, the mailbox must display the number on the side of single mailboxes or on the door of grouped mailboxes. If the mailbox is on a street other than the one on which the customer resides, the street name and house number must be on the mailbox. When rural and contract delivery service route customers have assigned box numbers, the numbers must appear on the side of single mailboxes or on the doors of grouped mailboxes, visible to the approaching carrier. The street number, box
number, and any other address information must be inscribed in contrasting color in neat letters and numerals not less than 1 inch in height. In all instances, placing the owner's name on the box is optional, but not recommended by USPS.


Motorized city, rural, and contract delivery service route customers should be encouraged, but not required, to group mailboxes whenever practical, especially where many mailboxes are located at or near crossroads, service turnouts, or
similar locations. Customers should also paint mailboxes and supports/posts and keep them rust-free. Advertising on mailboxes and mailbox supports is prohibited.

In areas where snow removal is a problem, the Postal Service suggests using a semi-arch or extended arm-type support (see Exhibit D), which allows snowplows to sweep near or under mailboxes without damaging supports and provides easy access to the mailboxes by carriers and customers.

Exhibit D


Generally, mailboxes should be installed at a height of 41-45 inches from the road surface to the bottom of the mailbox or point of mail entry. Mailboxes are set back 6-8 inches from the front face of the curb or road edge to the mailbox door. However, because of varying road and curb conditions and other factors, the Postal Service recommends that customers contact their local Post Office ${ }^{\text {TM }}$ before erecting or replacing mailboxes and supports.

## Location

Customers must place mailboxes on motorized city, rural, and contract delivery service routes so a carrier can safely and conveniently serve them without leaving his or her vehicle. The mailboxes must be on the right-hand side of the road in the carrier's travel direction in all cases where traffic conditions make it dangerous for the carrier to drive to the left to reach the mailboxes, or where doing so would constitute a violation of traffic laws and regulations. Postal Operations Manual (POM) 632.6 specifies postal regulations regarding locations for apartment houses and other multiple unit dwellings. On new rural and contract delivery service routes, all mailboxes must be on the right-hand side of the road in the direction of the route line of travel. Mailbox placement must conform with state laws and highway regulations. City motorized, rural, and highway contract box delivery route carriers are subject to the same traffic laws and regulations as other motorists. Customers must remove obstructions, including vehicles, trash cans,
and snow, that impede safe and efficient delivery. Except when a mailbox is temporarily blocked, carriers must have access to the mailbox without leaving the vehicle unless authorized to dismount.

Location of centralized delivery equipment is discussed during the advent of planning and prior to the start of construction whenever possible. Discussing equipment locations early in the process allows for builders and USPS officials to determine the safest and most efficient locations for equipment. By co-locating boxes, USPS and the building industry realize the best return on the investments of centralized delivery. Factors to consider when determining locations for centralized delivery equipment include but are not limited to the following:

- Co-locating delivery equipment.
- Carriers' line of travel.
- Customer and carrier safety.
- Customer accessibility (sufficient turnaround space and access for customers with disabilities).
- Equipment security.


## Mailbox Supports

The Postal Service does not regulate mailbox supports in any way except for purposes of carrier safety and delivery efficiency. Posts and other supports for curbside mailboxes are owned and controlled by customers, who are responsible for ensuring that posts are neat and adequate in strength and size. Heavy metal posts, concrete posts, and miscellaneous items of farm equipment, such as milk cans filled with concrete, are examples of potentially dangerous supports. The ideal support is an assembly that bends or falls away when struck by a vehicle. Post or support designs may not represent effigies or caricatures that disparage or ridicule any person. Customers may attach the box to a fixed or movable arm. POM 632.5 specifies postal regulations regarding construction and placement of mailboxes and supports on motorized city, rural, and contract delivery service routes.

The Federal Highway Administration (FHWA) has determined that wooden mailbox supports no larger than 4 inches by 4 inches, or a 2 -inch diameter standard steel or aluminum pipe, buried no more than 24 inches, should safely break away if struck by a vehicle. According to FHWA, the mailbox must also be securely attached to its post to prevent separation if struck. See Exhibits E (page 24) and $F$ (page 25) for examples of mailbox mountings and supports suggested by the FHWA.

## Make Your Mailbox Green - Rightsize Your Mailbox

There are many items to consider when selecting your curbside mail receptacle. Your mailbox is where your Postal Service carrier places your mail at the time of delivery, but what about your packages?

A mail receptacle that can accommodate small packages will protect them from inclement weather and offer a safe haven for packages that may otherwise be left at your doorstep.

A mail receptacle large enough for larger packages to be placed inside can also be a convenient area for your carrier to pick up your outgoing packages through the USPS free Carrier Pickup ${ }^{\text {TM }}$ program. By saving a trip to the Post Office, you conserve gasoline, save time, and help the environment.

## Greener Mailboxes Lead to Greener Neighborhoods

Every mailbox appropriately constructed, installed, and in good physical condition allows the Postal Service to deliver the mail safely and efficiently, thus eliminating a trip to the Post Office for our customers, which saves fuel, thereby reducing carbon emissions.

However, the "greenest" form of mail delivery occurs where centralized mail delivery systems are located in neighborhoods that serve multiple residents from a single location.

Sometimes referred to as "clustered mailboxes" or "community mailboxes", these neighborhood mailbox centers provide the greatest amount of fuel savings and carbon emission reductions because of the built-in efficiency of less truck idle time due to the carrier's ability to deliver mail to multiple customers during a single stop.

Consider these statistics: For every 1 million curbline delivery points added, had they instead been added as centralized delivery at an average of 13 customer mailboxes per stop...

- Postal delivery trucks would stop only 76,923 times per day versus $1,000,000$ times for each curbline start/stop.
- When expanded to include the entire delivery year, 280,000,000 truck stops per year - every year would be saved for a whopping 92 percent reduction!
When the Postal Service increases the use of centralized delivery for new and existing customers, the benefits to our environment are significant. We realize immediate fuel savings, reductions in carbon emissions, and "greener" neighborhoods everywhere across the country.

In addition to fostering a sense of community, centralized delivery provides the added benefits of secure equipment for mail and package delivery, outgoing mail collection, and reduced carbon emissions.

So, if you're establishing or extending centralized delivery in your area of operations, or as a customer, moving into or living in a neighborhood served through centralized mail delivery, know that you are also helping to improve your environment because your neighborhood is served using the greenest form of mail delivery.
Exhibit E
Cantilever Mailbox Supports

Clamp available
where automobile
tailpipe fittings are sold
Exhibit F
Single and Double Mailbox Installations

Spacing for Multiple Post Installation


## Pull-Out Information

## Fraud

## Withholding of Mail Orders

Withholding of Mail Orders are enforced by postmasters at the cities listed below.

| State, City ZIP Code | Names and Addresses Covered |
| :--- | :--- |
| NC, Raleigh 27615-5037 | Any and all names except the surname Kolenovic, 7742 Crown Crest Court |
| NC, Charlotte 28208-3710 | Any and all names, 1822 Ashley Road |
| NC, Charlotte 28208-3711 | Any and all names except the surnames Potts and Rollette, 1913 Ashley Road |
| NC, Charlotte 28208-3713 | Any and all names, 2025 Ashley Road |
| NC, Charlotte 28208-3722 | Any and all of various names, 2007 Heywood Avenue |
| NC, Charlotte 28208-3770 | Any and all of various names other than the surnames Gary and Garlins, 3735 Bullard Street |
| NC, Charlotte 28208-3807 | Any and all names except the surname Miller, 1924 Dickens Avenue |
| NC, Charlotte 28208-3814 | Any and all names, 2311 Dickens Avenue |
| NC, Charlotte 28208-3814 | Any and all names, 2317 Dickens Avenue |
| NC, Charlotte 28208-3825 | Any and all of various names other than the surnames Cooper and Brown, 1914 Manteo Court |
| NC, Charlotte 28237-7422 | Any and all names except the surname Vick, PO Box 37422 |
| NC, Morehead City 28557-2687 | Any and all of various names except Sabrina Bethune, 4915-J Arendell Street, PMB \#262 |

## 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 recycled. Retail/acceptance clerks must not accept Express Mail ${ }^{\circledR}$ 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 Agreement make up the Corporate Account Number.

| 005045 | 011087 | 023505 | 029131 | 069036 | 88 | 10927 | 115251 | 1159 | 117786 | 119100 | 135259 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 005076 | 011127 | 023532 | 029231 | 069302 | 088417 | 109303 | 115260 | 115911 | 117797 | 119120 | 136128 | 218007 |
| 005 | 011 | 023568 | 029238 | 69384 | 088487 | 109412 | 115272 | 11700 | 11 | 119128 | 13685 | 22 |
| 005 | 011317 | 023663 | 2937 | 069 | 88 | 109 | 115 | 11 | 11 | 11 | 139613 | 220433 |
| 005132 | 012150 | 025008 | 029455 | 069680 | 088775 | 109489 | 115277 | 117025 | 117912 | 119137 | 14204 | 221061 |
| 00 | 012250 | 10 | 029467 | 069708 | 9672 | 109 | 115321 | 117 | 117 | 11918 | 05 | 221314 |
| 005 | 012 | 025 | 029760 | 069 | 90067 | 109 | 115 | 117 | 11 | 11 | 142057 | 221429 |
| 005195 | 012363 | 025040 | 029775 | 069792 | 090458 | 109568 | 115328 | 117064 | 117934 | 119335 | 14205 | 22 |
| 00 | 012368 | 025121 | 029797 | 9830 | 0537 | 1096 | 11534 | 11707 | 11 | 1938 | 142060 | 229073 |
| 005260 | 013 | 025255 | 029808 | 069 | 91 | 109 | 115 | 117 | 117 | 119 | 142062 | 229115 |
| 005284 | 013256 | 025286 | 029831 | 070035 | 091183 | 10974 | 115349 | 11708 | 11794 | 119446 | 14206 | 230015 |
| 005417 | 013258 | 025384 | 29935 | 070039 | 91951 | 10975 | 11535 | 11710 | 11794 | 119450 | 4206 | 34 |
| 005435 | 014153 | 025456 | 029936 | 0700 | 93 | 109 | 115368 | 1171 | 11795 | 119 | 07 | 232201 |
| 005448 | 014161 | 025501 | 30502 | 07007 | 093481 | 109760 | 115376 | 117108 | 11795 | 119495 | 4207 | 232302 |
| 005614 | 014167 | 026212 | 32029 | 07008 | 94210 | 10976 | 115380 | 1171 | 11795 | 119528 | 4207 | 32327 |
| 005672 | 014 | 026266 | 40 | 07008 | 094520 | 109 | 11538 | 117 | 117960 | 546 | 142077 | 232350 |
| 005706 | 014568 | 026507 | 42200 | 07008 | 094538 | 10977 | 115397 | 117123 | 11797 | 119570 | 4214 | 15 |
| 005710 | 014599 | 026538 | 5303 | 07009 | 094557 | 10987 | 115413 | 11712 | 11797 | 119576 | 4214 | 21 |
| 19 | 014 | 026619 | 054136 | 070098 | 94 | 09 | 1154 | 117 | 117983 | 11 | 142166 | 39 |
| 005729 | 01475 | 026636 | 054308 | 070 | 095003 | 1099 | 115423 | 11713 | 11798 | 11961 | 142189 | 16 |
| 005737 | 01484 | 026641 | 06027 | 07046 | 095204 | 1099 | 115427 | 11716 | 11799 | 12315 | 4220 | 04 |
| 005772 | 014 | 026 | 060290 | 071 | 09 | 10 | 115 | 1171 | 11 | 123 | 142763 |  |
| 005791 | 015000 | 027057 | 060366 | 0717 | 095944 | 10994 | 115443 | 11716 | 117997 | 124010 | 142765 | 254034 |
| 005797 | 015019 | 027074 | 60 | 07502 | 09667 | 10999 | 115447 | 11718 | 118008 | 124023 | 4283 | 06 |
| 00 | 015 | 027 | 06051 | 075 | 996 | 110292 | 11545 | 1171 | 118 | 1240 | 146123 | 270022 |
| 005827 | 015819 | 027165 | 060 | 075321 | 096861 | 111619 | 115466 | 117203 | 118015 | 124095 | 146124 | 270061 |
| 0058 | 01802 | 027 | 60 | 75 | 0969 | 119 | 115468 | 117208 | 118038 | 124100 | 50069 | 0 |
| 005852 | 01 | 027 | 06 | 075 | 09 | 11 | 11 | 117 | 118 | 12 | 152123 |  |
| 005886 | 018602 | 027540 | 06200 | 075435 | 098194 | 11211 | 115481 | 117300 | 118270 | 125004 | 152308 | 271049 |
| 00 | 019 | 027 | 06412 | 075 | 0983 | 1 | 11588 | 117366 | 118328 | 12501 | 5625 | 8 |
| 00 | 01 | 02 | 06 | 07 | 09 | 11 | 11 | 117 | 118471 | 125017 | 165 |  |
| 005911 | 020067 | 028092 | 06437 | 075456 | 100099 | 115006 | 115487 | 117411 | 118526 | 125023 | 170010 | 271165 |
| 005 | 020 | 28 | 06444 | 07593 | 100236 | 15 | 11 | 11743 | 11856 | 125070 | 7017 | 271198 |
| 00 | 020 | 02 | 06462 | 076 |  | 115 | 11 | 117 | 11 |  | 171064 |  |
| 005959 | 020508 | 028 | 06471 | 076112 | 102103 | 115030 | 115519 | 11744 | 118694 | 125129 | 180049 | 272028 |
| 005 | 020624 | 028134 | 064988 | 076142 | 102268 | 115037 | 1155 | 11745 | 118 | 12517 | 87003 | 272037 |
|  | 020634 | 028165 | 65 | 076144 |  | 11504 | 115523 | 117 | 118736 | 125210 |  |  |
| 006 | 02063 | 0282 | 06508 | 076170 | 103451 | 115050 | 115529 | 117499 | 118738 | 125274 | 192178 | 272155 |
| 00 | 02 | 028287 | 06522 | 076317 | 103681 | 115052 | 115546 | 11 | 11873 | 12531 | 27 | 272156 |
| 008053 | 02115 | 028395 |  | 076320 | 105018 | 115059 | 115570 | 117563 | 118766 | 125361 | 200113 |  |
| 008 | 02136 | 02847 | 0653 | 076324 | 105975 | 11507 | 115592 | 117570 | 11877 | 125455 | 20015 | 272189 |
| 00 | 02136 | 285 | 065460 | 7661 | 1063 | 11509 | 115598 | 117580 | 11885 | 12548 | 003 | 72225 |
|  | 02186 | 028551 |  | 077020 | 108285 | 115098 | 115599 | 117599 | 118899 | 125487 | 200743 | 272241 |
| 008 | 021976 | 028572 | 067 | 077938 | 108288 | 115124 | 115638 | 117613 | 118902 | 127001 | 200869 | 272261 |
| 008575 | 022412 | 028633 | 6708 | 78026 | 108383 | 11514 | 115690 | 1176 | 118913 | 12700 | 207070 | 272324 |
| 009016 | 02245 | 02863 | 067 | 07904 | 108 | 115152 | 115710 | 117631 | 118941 | 127006 | 208296 | 272342 |
| 009192 | 022515 | 028646 | 067213 | 079115 | 108668 | 115161 | 115712 | 117653 | 118949 | 127022 | 209120 | 272352 |
| 009464 | 022576 | 028662 | 067295 | 079246 | 108698 | 115163 | 115715 | 117655 | 118953 | 127086 | 209189 | 272363 |
| 009 | 022578 | 028667 | 0680 | 079796 | 108833 | 115195 | 115722 | 117665 | 118958 | 12709 | 210068 | 273044 |
| 010083 | 022622 | 028677 | 068144 | 080172 | 109048 | 115198 | 115728 | 117685 | 118960 | 129959 | 210119 | 273062 |
| 010197 | 022633 | 028774 | 068345 | 080409 | 109153 | 115201 | 115740 | 117686 | 118989 | 129961 | 210129 | 273076 |
| 010514 | 022675 | 028850 | 068406 | 080712 | 109192 | 115216 | 115771 | 117703 | 119017 | 130332 | 210146 | 274021 |
| 010640 | 022793 | 028878 | 068511 | 087011 | 109214 | 115223 | 115886 | 117714 | 119043 | 132458 | 210435 | 274044 |
| 010759 | 023041 | 029099 | 068541 | 088050 | 109251 | 115241 | 115891 | 117755 | 119097 | 132460 | 210900 | 274 |


| Pull-Out Information |  |  |  |  |  |  |  |  |  |  |  | postal bulletin 22310 | $(5-5-11)$ |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |


| 30 | postal bulletin 22310 (5-5-11) |  |  |  |  |  |  |  |  | Pull-Out Information |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 950029 | 950352 | 950901 | 951074 | 951534 | 951796 | 958144 | 967103 | 968486 | 971101 | 995007 | 995543 | 997193 |
| 950033 | 950417 | 950929 | 951149 | 951537 | 951822 | 958152 | 967104 | 968495 | 972765 | 995062 | 995579 | 997305 |
| 950101 | 950527 | 950937 | 951158 | 951548 | 951855 | 958170 | 967108 | 968717 | 973345 | 995075 | 995597 | 997316 |
| 950156 | 950544 | 950942 | 951209 | 951571 | 951856 | 958172 | 967115 | 968818 | 980778 | 995082 | 995694 | 997317 |
| 950169 | 950569 | 950943 | 951235 | 951576 | 951872 | 958173 | 967120 | 968839 | 981455 | 995118 | 995716 | 998125 |
| 950192 | 950625 | 950947 | 951239 | 951633 | 951895 | 958174 | 967144 | 968841 | 981604 | 995244 | 995738 | 998148 |
| 950200 | 950636 | 950981 | 951273 | 951731 | 951921 | 958180 | 967149 | 968979 | 981802 | 995290 | 995885 | 998162 |
| 950206 | 950638 | 950982 | 951286 | 951738 | 951928 | 958181 | 967172 | 969018 | 982124 | 995313 | 995975 | 998165 |
| 950227 | 950685 | 950993 | 951310 | 951745 | 951943 | 958187 | 967195 | 970521 | 982161 | 995336 | 997073 | 998204 |
| 950240 | 950686 | 951016 | 951313 | 951753 | 951950 | 958190 | 967401 | 970523 | 982448 | 995345 | 997099 | 998214 |
| 950241 | 950705 | 951023 | 951329 | 951758 | 951989 | 958257 | 968170 | 970778 | 982576 | 995351 | 997125 |  |
| 950246 | 950764 | 951033 | 951516 | 951771 | 953336 | 958508 | 968203 | 970825 | 985236 | 995361 | 997132 |  |
| 950314 | 950840 | 951067 | 951517 | 951780 | 958114 | 958896 | 968224 | 971049 | 992783 | 995413 | 997182 |  |
| 950339 | 950850 | 951068 | 951523 | 951782 | 958129 | 967057 | 968339 | 971088 | 995004 | 995444 | 997189 |  |

## 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 ${ }^{\text {TM }}$ employees responsible for accepting and cashing postal money orders. Destroy all interim notices when the numbers listed appear in the Postal Bulletin. The actual serial
numbers consist of the first 10 digits on the money orders. Check for altered dollar amounts by holding money orders to the light.

| 0100010200 | to | 0299 | 0432055922 | to | 5999 | 0844783920 | to | 3999 | 1861327583 | to | 0599 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 0105041932 | to | 1999 | 0440873457 | to | 3499 | 0860008271 | to | 8299 | 1866290589 | to | 0599 |
| 0115821889 | to | 1899 | 0440874000 | to | 4099 | 0867983840 | to | 3849 | 2102210548 | to | 0599 |
| 0115882900 | to | 3099 | 0443064200 | to | 4299 | 0884044472 | to | 4499 | 2272759400 | to | 9999 |
| 0125795675 | to | 5699 | 0443064370 | to | 4599 | 0884045584 | to | 5699 | 2730708059 | to | 8099 |
| 0132896176 | to | 6199 | 0455244121 | to | 4298 | 0887578688 | to | 8699 | 2737757700 | to | 7899 |
| 0136100014 | to | 0099 | 0468009870 | to | 9899 | 0887579400 | to | 9499 | 3020000000 | to | 9999 |
| 0149321000 | to | 1099 | 0473524000 | to | 4099 | 0893582248 | to | 2257 | 3497462056 | to | 2099 |
| 0149720800 | to | 0899 | 0483837650 | to | 7659 | 0931069346 | to | 9355 | 3505187350 | to | 7374 |
| 0153630065 | to | 0099 | 0483963647 | to | 3699 | 0932030500 | to | 0599 | 3600111690 | to | 1699 |
| 0170283200 | to | 3299 | 0511420755 | to | 0799 | 0936843630 | to | 3699 | 3601686008 | to | 6099 |
| 0185695333 | to | 5399 | 0517748857 | to | 8899 | 0940815074 | to | 5099 | 3601738800 | to | 8899 |
| 0189865264 | to | 5299 | 0517812875 | to | 2885 | 0942162555 | to | 2599 | 3603242326 | to | 2399 |
| 0195182814 | to | 2899 | 0519777010 | to | 7023 | 0945807062 | to | 7099 | 3628613064 | to | 3099 |
| 0206985159 | to | 5199 | 0520587115 | to | 7199 | 0946394200 | to | 4299 | 3730062176 | to | 2199 |
| 0208447307 | to | 7399 | 0544501130 | to | 1167 | 0950707186 | to | 7199 | 3747682600 | to | 2699 |
| 0209728948 | to | 8999 | 0576700563 | to | 0599 | 0950768300 | to | 8399 | 3751694400 | to | 4599 |
| 0220219110 | to | 9181 | 0581873836 | to | 3899 | 0953546864 | to | 6899 | 3758293400 | to | 3499 |
| 0220371411 | to | 1499 | 0585233003 | to | 3099 | 0972241350 | to | 1599 | 3758519100 | to | 9199 |
| 0225279201 | to | 9210 | 0585911153 | to | 1299 | 1001603800 | to | 3899 | 3761960911 | to | 0999 |
| 0225291882 | to | 1899 | 0588953746 | to | 3799 | 1046676400 | to | 6499 | 3780853679 | to | 3699 |
| 0236377169 | to | 7199 | 0599860814 | to | 0899 | 1048768937 | to | 8999 | 3783511063 | to | 1099 |
| 0243804100 | to | 4199 | 0604067650 | to | 7699 | 1120494413 | to | 4499 | 3798435100 | to | 5199 |
| 0244966870 | to | 6896 | 0634918122 | to | 8199 | 1128709765 | to | 9799 | 3800939600 | to | 9699 |
| 0250920987 | to | 0999 | 0639169968 | to | 9999 | 1144023850 | to | 3899 | 3801651165 | to | 1199 |
| 0253695535 | to | 5599 | 0640914500 | to | 4599 | 1148665368 | to | 5397 | 3813254500 | to | 4599 |
| 0257291151 | to | 1199 | 0651700471 | to | 0499 | 1161542800 | to | 2899 | 3816042510 | to | 2699 |
| 0257291643 | to | 1799 | 0652557909 | to | 7999 | 1169864400 | to | 4499 | 3816459525 | to | 9599 |
| 0264923180 | to | 3199 | 0653926345 | to | 6399 | 1171751647 | to | 5169 | 3833143968 | to | 3999 |
| 0273610430 | to | 0499 | 0660992014 | to | 2099 | 1179514687 | to | 4699 | 3838921000 | to | 1344 |
| 0273694482 | to | 4495 | 0666482880 | to | 2899 | 1179515200 | to | 5299 | 3838921382 | to | 1399 |
| 0276718762 | to | 8776 | 0667873639 | to | 3699 | 1198158961 | to | 6199 | 3849253641 | to | 3654 |
| 0277879886 | to | 9899 | 0668457500 | to | 9999 | 1198507400 | to | 7499 | 3855682331 | to | 2399 |
| 0279659487 | to | 9499 | 0670933869 | to | 3899 | 1198507700 | to | 7999 | 3855997554 | to | 7575 |
| 0281008069 | to | 8099 | 0688950334 | to | 0399 | 1216340460 | to | 0499 | 3857742024 | to | 2099 |
| 0281911852 | to | 1999 | 0707244488 | to | 4499 | 1224519879 | to | 9899 | 3866241412 | to | 1599 |
| 0288503000 | to | 3199 | 0708419181 | to | 9199 | 1227146805 | to | 6900 | 3868838936 | to | 8999 |
| 0295101500 | to | 1599 | 0708442546 | to | 2599 | 1249160304 | to | 0499 | 3873145574 | to | 5599 |
| 0306870903 | to | 0999 | 0709161340 | to | 1399 | 1264230136 | to | 0169 | 3878376300 | to | 6399 |
| 0307013442 | to | 3499 | 0710475768 | to | 5799 | 1609012254 | to | 2299 | 3888280656 | to | 0699 |
| 0310774507 | to | 4799 | 0711799800 | to | 9899 | 1611036581 | to | 6599 | 3896962400 | to | 2799 |
| 0322957500 | to | 9999 | 0713863682 | to | 3699 | 1620324447 | to | 4499 | 3898463104 | to | 3135 |
| 0343941000 | to | 1099 | 0715076840 | to | 6899 | 1632571085 | to | 1099 | 3898463145 | to | 3195 |
| 0349430400 | to | 0799 | 0720459641 | to | 9699 | 1661011433 | to | 1499 | 3898879211 | to | 9230 |
| 0350354337 | to | 4399 | 0726758287 | to | 8299 | 1675555201 | to | 5212 | 3898879234 | to | 9299 |
| 0377069578 | to | 9599 | 0776175481 | to | 5499 | 1675555214 | to | 5299 | 3900013182 | to | 3199 |
| 0378053677 | to | 3699 | 0779994001 | to | 4090 | 1696186274 | to | 6299 | 3900013500 | to | 3699 |
| 0379095490 | to | 5499 | 0781744475 | to | 4499 | 1736394685 | to | 4699 | 3905455974 | to | 5999 |
| 0379314660 | to | 4699 | 0782194931 | to | 4999 | 1742819347 | to | 9399 | 3911046146 | to | 6199 |
| 0391456521 | to | 6595 | 0782504756 | to | 4799 | 1752512600 | to | 0699 | 3915741466 | to | 1499 |
| 0400243901 | to | 3999 | 0788238312 | to | 8399 | 1762817937 | to | 7950 | 3917833020 | to | 3599 |
| 0406747100 | to | 7199 | 0793740300 | to | 2499 | 1762817963 | to | 7999 | 3917926100 | to | 6199 |
| 0406888816 | to | 8899 | 0798072342 | to | 2399 | 1782545000 | to | 9999 | 3926682956 | to | 2999 |
| 0412996752 | to | 6799 | 0827210228 | to | 0254 | 1788819900 | to | 9999 | 3928548500 | to | 8899 |
| 0416238889 | to | 8899 | 0831405000 | to | 7499 | 1800312089 | to | 2098 | 3935847566 | to | 7699 |
| 0418036565 | to | 6599 | 0837848886 | to | 8899 | 1824753229 | to | 3258 | 3936500074 | to | 0099 |
| 0431291968 | to | 1997 | 0839136915 | to | 6999 | 1824753904 | to | 3933 | 3938388316 | to | 8499 |



4144117348 to 7399 4146400757 to 0799 4149651727 to 1799 4173028104 to 8199 4173876532 to 6599 4174966800 to 6999 4178719250 to 9299 4179309533 to 9599
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| 9104717273 | to | 7299 |
| 9105362505 | to | 2599 |
| 9109587499 | to | 7599 |
| 9111401000 | to | 2199 |
| 9112452545 | to | 2599 |
| 9112689077 | to | 9099 |
| 9114008948 | to | 8999 |
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| 9115099310 | to | 9399 |
| 9115233000 | to | 3999 |
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| 9137092429 | to | 2499 |
| 9138183501 | to | 3999 |
| 9140634300 | to | 4399 |
| 9143467621 | to | 7644 |
| 9144531366 | to | 1399 |
| 9145296185 | to | 6299 |
| 9148964658 | to | 4699 |
| 9151878774 | to | 8779 |
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| 9155466822 | to | 6999 |
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| 9156713963 | to | 3980 |
| 9156713982 | to | 3999 |
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| 9164403377 | to | 3399 |
| 9166706352 | to | 6399 |
| 9166825300 | to | 5399 |
| 9166941414 | to | 1499 |
| 9167030802 | to | 0821 |
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| 9170890842 | to | 0899 |
| 9172162928 | to | 2999 |
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| 9174864900 | to | 4999 |
| 9184600602 | to | 0699 |
| 9189517231 | to | 7299 |
| 9195192786 | to | 2799 |
| 9195360770 | to | 0799 |
| 9198143095 | to | 3199 |
| 9198895110 | to | 5134 |
| 9198895178 | to | 5199 |
| 9198895030 | to | 5070 |
| 9198895090 | to | 5099 |
| 9199152774 | to | 2787 |
| 9201554662 | to | 4687 |
| 9203099039 | to | 9199 |
| 9207715321 | to | 5399 |
| 9208575500 | to | 5899 |
| 9208643480 | to | 3499 |
| 9209634567 | to | 4599 |


| 3337400 | to | 7499 |
| :---: | :---: | :---: |
| 9214773762 | to | 3799 |
| 9222781048 | to | 1399 |
| 9222802019 | to | 2099 |
| 9222802233 | to | 2299 |
| 9227730459 | to | 0499 |
| 9230327000 | to | 7399 |
| 9230453630 | to | 3699 |
| 9234843600 | to | 3699 |
| 9234939403 | to | 9599 |
| 9234939681 | to | 9699 |
| 9236044424 | to | 4499 |
| 9238107800 | to | 8299 |
| 9242521200 | to | 1299 |
| 9242521400 | to | 1499 |
| 924533071 | to | 0799 |
| 9245332343 | to | 2399 |
| 9245332428 | to | 2499 |
| 9246851957 | to | 1999 |
| 9249466300 | to | 6699 |
| 9253335900 | to | 6099 |
| 9253362300 | to | 2399 |
| 9264325907 | to | 5999 |
| 9264363600 | to | 3699 |
| 9277656257 | to | 6299 |
| 9281978100 | to | 8199 |
| 9281978283 | to | 8299 |
| 9288562059 | to | 2068 |
| 9302191722 | to | 1799 |
| 930335781 | to | 7819 |
| 9310979259 | to | 9299 |
| 9311561502 | to | 1579 |
| 9311561600 | to | 1625 |
| 9311561671 | to | 1699 |
| 9325066400 | to | 6599 |
| 9327321796 | to | 1799 |
| 9328279026 | to | 9099 |
| 9329572300 | to | 2399 |
| 9330606160 | to | 6189 |
| 9333872541 | to | 2561 |
| 9337603609 | to | 4199 |
| 9338940928 | to | 0999 |
| 9340182729 | to | 2741 |
| 9341800300 | to | 0399 |
| 9342363954 | to | 3999 |
| 9346228717 | to | 8999 |
| 9352160312 | to | 0399 |
| 9358432202 | to | 2247 |
| 9360248889 | to | 8899 |
| 9363394455 | to | 4499 |

- Criminal Investigations Group, Postal Inspection Service, 5-5-11


## 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 ${ }^{\text {TM }}$ employees responsible for accepting and cashing postal money orders. Destroy all interim notices when the numbers listed appear in the Postal Bulletin. The new money order serial numbers consist of the first 9 digits. The 10th digit is a check digit only.

Do not cash outdated money orders 104151601 to 692600 000. Advise holders to send invalid money orders to: Canada Post Corporation, Ottawa, Canada K1A OB1. Check for altered dollar amounts by holding money orders to the light.

| 719869731 | to | 9760 | 728702338 | to | 2400 | 734950111 | to | 0170 | 742408771 | to | 8830 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 720227871 | to | 7930 | 728915371 | to | 5850 | 735120331 | to | 0840 | 742512120 | to | 2150 |
| 720227949 | to | 7960 | 728953141 | to | 3410 | 735283008 | to | 3020 | 742684849 | to | 4890 |
| 720368543 | to | 8570 | 728954280 | to | 4310 | 735293131 | to | 3220 | 742839553 | to | 9630 |
| 720392151 | to | 2570 | 729169081 | to | 9140 | 735635010 | to | 5040 | 742913668 | to | 3700 |
| 720556491 | to | 6640 | 729363841 | to | 3870 | 735783961 | to | 3990 | 742917287 | to | 7296 |
| 720558621 | to | 8650 | 729682891 | to | 3190 | 735803401 | to | 3430 | 742921891 | to | 1980 |
| 720575361 | to | 5570 | 729838940 | to | 9070 | 736005420 | to | 5440 | 742983631 | to | 3810 |
| 720590152 | to | 0179 | 729839101 | to | 9130 | 736366021 | to | 6110 | 743020021 | to | 0170 |
| 721638331 | to | 9170 | 730077683 | to | 7840 | 736624456 | to | 4500 | 743206491 | to | 6500 |
| 721815391 | to | 5420 | 730109847 | to | 9880 | 736670851 | to | 1060 | 743235992 | to | 6050 |
| 721969713 | to | 9740 | 730373761 | to | 3850 | 736767061 | to | 7090 | 743940631 | to | 0900 |
| 722072137 | to | 2160 | 730501951 | to | 2130 | 736767093 | to | 7120 | 743978011 | to | 8070 |
| 722378265 | to | 8280 | 730519379 | to | 9470 | 736982191 | to | 2370 | 744234751 | to | 4780 |
| 722413990 | to | 4004 | 730569278 | to | 9360 | 736982551 | to | 2730 | 744499591 | to | 9680 |
| 722764948 | to | 4980 | 730711711 | to | 1740 | 737110141 | to | 0170 | 744626901 | to | 6910 |
| 722825840 | to | 5889 | 730722991 | to | 3230 | 737185501 | to | 5710 | 745388794 | to | 8910 |
| 723153841 | to | 3850 | 730845970 | to | 5990 | 737317321 | to | 7350 | 746446806 | to | 6820 |
| 723237616 | to | 7630 | 730888291 | to | 8320 | 737517781 | to | 7840 | 746818351 | to | 8410 |
| 723331081 | to | 1110 | 730927591 | to | 7680 | 737628181 | to | 8210 | 747245266 | to | 5280 |
| 723496443 | to | 6470 | 731307914 | to | 7930 | 737634258 | to | 4270 | 747364813 | to | 4830 |
| 723967291 | to | 7320 | 731402431 | to | 2460 | 738361971 | to | 1980 | 747501434 | to | 1450 |
| 724655196 | to | 5340 | 731407232 | to | 7320 | 738447601 | to | 7660 | 747739891 | to | 0070 |
| 724711441 | to | 1500 | 731588301 | to | 8340 | 738648355 | to | 8450 | 748148649 | to | 8760 |
| 724711538 | to | 1560 | 731767273 | to | 7320 | 738849811 | to | 9900 | 748259960 | to | 9970 |
| 724793221 | to | 3250 | 731781061 | to | 1120 | 738892270 | to | 2290 | 748565162 | to | 5280 |
| 724908109 | to | 8120 | 731837821 | to | 7910 | 738997259 | to | 7380 | 748874988 | to | 5030 |
| 724937461 | to | 7670 | 731841377 | to | 1450 | 739161451 | to | 1540 | 749137381 | to | 7410 |
| 725163118 | to | 3151 | 732018481 | to | 8600 | 739219381 | to | 9440 | 749190192 | to | 0210 |
| 725202735 | to | 2750 | 732067972 | to | 8370 | 739740151 | to | 0180 | 749685421 | to | 5450 |
| 725398591 | to | 8800 | 732188649 | to | 8670 | 739793491 | to | 3520 | 749846791 | to | 6850 |
| 725464591 | to | 4920 | 732193460 | to | 3470 | 739793527 | to | 3550 | 749993131 | to | 3580 |
| 725475321 | to | 5330 | 732201241 | to | 1390 | 739942621 | to | 2650 | 750071587 | to | 1610 |
| 725711057 | to | 1070 | 732220431 | to | 0440 | 739999231 | to | 9320 | 750408167 | to | 8183 |
| 725738581 | to | 8730 | 732355201 | to | 5380 | 740011517 | to | 1530 | 750438421 | to | 8501 |
| 725981311 | to | 1430 | 732472320 | to | 2560 | 740030701 | to | 0970 | 750743911 | to | 4030 |
| 725987835 | to | 7880 | 732541605 | to | 1620 | 740261740 | to | 1820 | 750779118 | to | 9400 |
| 726060811 | to | 0900 | 732572221 | to | 2490 | 740265811 | to | 6290 | 750910981 | to | 1010 |
| 726391970 | to | 2520 | 732586479 | to | 6710 | 740299111 | to | 9170 | 750960841 | to | 0900 |
| 726484771 | to | 4800 | 732994037 | to | 4080 | 740299231 | to | 9260 | 751296211 | to | 6240 |
| 726493351 | to | 5300 | 733163449 | to | 3460 | 740329266 | to | 9320 | 751539121 | to | 9180 |
| 726504031 | to | 4063 | 733297171 | to | 7290 | 740889081 | to | 9090 | 751541311 | to | 1790 |
| 726504070 | to | 4090 | 733446631 | to | 7110 | 741010421 | to | 0530 | 751757641 | to | 7700 |
| 726504331 | to | 4390 | 733474665 | to | 4770 | 741113041 | to | 3370 | 751936951 | to | 7010 |
| 726563701 | to | 4060 | 733704482 | to | 4570 | 741373891 | to | 4340 | 751951861 | to | 1890 |
| 726599371 | to | 9460 | 733751041 | to | 1130 | 741452369 | to | 2490 | 751999021 | to | 9110 |
| 726626356 | to | 6370 | 734009101 | to | 9130 | 741492991 | to | 3140 | 752139516 | to | 9570 |
| 727182271 | to | 2510 | 734290759 | to | 0770 | 741553460 | to | 3470 | 752182892 | to | 2950 |
| 727416181 | to | 6240 | 734389273 | to | 9290 | 741764431 | to | 4520 | 752206861 | to | 7100 |
| 727481431 | to | 1460 | 734440031 | to | 0111 | 742178834 | to | 8880 | 752295241 | to | 5600 |
| 727749241 | to | 9780 | 734797201 | to | 7320 | 742325500 | to | 5520 | 752731351 | to | 1410 |
| 728382331 | to | 2480 | 734939611 | to | 9640 | 742325668 | to | 5700 | 752767441 | to | 7470 |


| 753008941 | to | 9030 | 763155160 | to | 5180 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 753194311 | to | 4370 | 763178631 | to | 8660 |
| 753620378 | to | 0400 | 763506001 | to | 6060 |
| 754013917 | to | 3940 | 763522141 | to | 2470 |
| 754161061 | to | 1120 | 763717694 | to | 7800 |
| 754358445 | to | 8610 | 763826461 | to | 6520 |
| 754410451 | to | 0660 | 763900460 | to | 0471 |
| 754438393 | to | 8410 | 763900479 | to | 0530 |
| 754493109 | to | 3130 | 763917271 | to | 7750 |
| 754664182 | to | 4220 | 764125801 | to | 5860 |
| 754816377 | to | 6470 | 764284525 | to | 4560 |
| 755487421 | to | 7600 | 764526241 | to | 6330 |
| 755592901 | to | 3140 | 764601421 | to | 1600 |
| 755790020 | to | 0030 | 764650231 | to | 0470 |
| 755791730 | to | 1800 | 764984371 | to | 4850 |
| 755926951 | to | 7070 | 765003667 | to | 3680 |
| 755934332 | to | 4510 | 765042517 | to | 2540 |
| 755957701 | to | 8000 | 765194728 | to | 4970 |
| 755962981 | to | 3280 | 765387365 | to | 7450 |
| 756035371 | to | 5490 | 765541801 | to | 2100 |
| 756301257 | to | 1290 | 765638461 | to | 8970 |
| 756371565 | to | 1580 | 765647101 | to | 7190 |
| 756876031 | to | 6120 | 765813781 | to | 4029 |
| 756876151 | to | 6240 | 765879314 | to | 9390 |
| 756970129 | to | 0140 | 765954001 | to | 4030 |
| 757059613 | to | 9630 | 766120286 | to | 0320 |
| 757078540 | to | 8560 | 766125716 | to | 5750 |
| 757086209 | to | 6240 | 766158824 | to | 8840 |
| 757240591 | to | 0650 | 766388433 | to | 8460 |
| 757277371 | to | 7700 | 766509421 | to | 9660 |
| 757291591 | to | 2730 | 766572901 | to | 3020 |
| 757964251 | to | 4280 | 766748500 | to | 8521 |
| 758067001 | to | 7090 | 767024341 | to | 4370 |
| 758105221 | to | 5250 | 767326471 | to | 6590 |
| 758324941 | to | 5000 | 767332561 | to | 2950 |
| 758593628 | to | 3650 | 768009841 | to | 9960 |
| 758709038 | to | 9060 | 768011489 | to | 1520 |
| 758744101 | to | 4160 | 768177980 | to | 7990 |
| 758850883 | to | 0900 | 768391081 | to | 1170 |
| 758860951 | to | 1550 | 768661569 | to | 1650 |
| 759152851 | to | 2880 | 769000051 | to | 0080 |
| 759740941 | to | 1090 | 769050841 | to | 0900 |
| 760004596 | to | 4610 | 769159081 | to | 9178 |
| 760118191 | to | 8250 | 769737496 | to | 7510 |
| 760155001 | to | 5090 | 769778491 | to | 8730 |
| 760378002 | to | 8020 | 769827331 | to | 7450 |
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| 761055460 | to | 5480 | 770723281 | to | 3400 |
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| 761504941 | to | 5120 | 770915150 | to | 5490 |
| 761516836 | to | 6910 | 771455551 | to | 5610 |
| 761613588 | to | 3600 | 771609661 | to | 9690 |
| 761688631 | to | 8690 | 771932551 | to | 2580 |
| 761805199 | to | 5240 | 772057224 | to | 7440 |
| 761826106 | to | 6120 | 772162660 | to | 3070 |
| 761881171 | to | 1560 | 772718615 | to | 8640 |
| 761975641 | to | 5670 | 772940140 | to | 0160 |
| 761975886 | to | 5895 | 772970886 | to | 0940 |
| 762304144 | to | 4170 | 773009419 | to | 9430 |
| 762324931 | to | 4960 | 773112031 | to | 2060 |
| 762439261 | to | 9290 | 773125387 | to | 5410 |
| 762524158 | to | 4220 | 773179320 | to | 9410 |
| 762584872 | to | 4970 | 773202989 | to | 3140 |
| 762593431 | to | 3460 | 773208991 | to | 9290 |


| 773231311 | to | 1340 | 800872741 | to | 2830 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 773348739 | to | 8940 | 801349801 | to | 9830 |
| 773348739 | to | 8940 | 801676681 | to | 7100 |
| 773575891 | to | 5950 | 802967821 | to | 7940 |
| 773852971 | to | 3030 | 803217601 | to | 7780 |
| 775373449 | to | 3460 | 803729731 | to | 9850 |
| 789257191 | to | 7250 | 803747402 | to | 7520 |
| 790448020 | to | 8460 | 804138181 | to | 8420 |
| 790597485 | to | 7530 | 804428224 | to | 8250 |
| 790911883 | to | 1900 | 804682411 | to | 2710 |
| 791057441 | to | 7550 | 805272525 | to | 2540 |
| 791239081 | to | 9290 | 805523445 | to | 3460 |
| 791374483 | to | 4500 | 805745704 | to | 5730 |
| 791387971 | to | 8030 | 806452907 | to | 2980 |
| 791447521 | to | 7850 | 806744781 | to | 4850 |
| 791451151 | to | 1240 | 806982181 | to | 2300 |
| 791500009 | to | 0470 | 807764791 | to | 4910 |
| 791771431 | to | 1490 | 808089931 | to | 9960 |
| 792004293 | to | 4320 | 808656423 | to | 6450 |
| 792018379 | to | 8420 | 808753771 | to | 3800 |
| 792070621 | to | 0740 | 809189001 | to | 9010 |
| 792145211 | to | 5230 | 809886879 | to | 6930 |
| 792391381 | to | 1620 | 809890489 | to | 0500 |
| 792452779 | to | 2790 | 810323734 | to | 3760 |
| 792772728 | to | 2770 | 810367116 | to | 7140 |
| 792903511 | to | 3990 | 810526351 | to | 6500 |
| 793282518 | to | 2533 | 810806911 | to | 6940 |
| 794041831 | to | 2040 | 810807211 | to | 7240 |
| 794397709 | to | 7780 | 811423021 | to | 3110 |
| 794581741 | to | 2040 | 811517221 | to | 7239 |
| 794592122 | to | 2150 | 811721101 | to | 1130 |
| 795032251 | to | 2340 | 812025721 | to | 5900 |
| 795796291 | to | 6350 | 812093073 | to | 3130 |
| 796070139 | to | 0160 | 812100821 | to | 0840 |
| 796143151 | to | 3630 | 812465251 | to | 5610 |
| 796159725 | to | 9740 | 812918341 | to | 8670 |
| 796169306 | to | 9340 | 812918701 | to | 8760 |
| 796373406 | to | 3430 | 813050491 | to | 0520 |
| 796602961 | to | 3050 | 813073171 | to | 3200 |
| 796708441 | to | 8500 | 813398476 | to | 8550 |
| 796886281 | to | 6430 | 813713971 | to | 4000 |
| 796901701 | to | 2000 | 813858121 | to | 8150 |
| 796975466 | to | 5590 | 814789330 | to | 9349 |
| 797272917 | to | 2950 | 814984656 | to | 4680 |
| 797519441 | to | 9460 | 815016020 | to | 6030 |
| 797519731 | to | 0240 | 815199410 | to | 9420 |
| 797535181 | to | 5330 | 815240491 | to | 0520 |
| 797646151 | to | 6180 | 815755591 | to | 5620 |
| 798040053 | to | 0080 | 815755622 | to | 5650 |
| 798055813 | to | 5830 | 815806381 | to | 6680 |
| 798055891 | to | 5950 | 816126834 | to | 6870 |
| 798326371 | to | 6520 | 816156721 | to | 6780 |
| 798339167 | to | 9210 | 816580903 | to | 0920 |
| 798562411 | to | 2440 | 816945571 | to | 5600 |
| 798632461 | to | 2490 | 817253011 | to | 3280 |
| 798807151 | to | 7510 | 817763881 | to | 4060 |
| 798944761 | to | 5030 | 818330562 | to | 0610 |
| 799118616 | to | 8640 | 818459641 | to | 9670 |
| 799133191 | to | 3220 | 818926273 | to | 6320 |
| 799177626 | to | 7650 | 818950351 | to | 0380 |
| 799854751 | to | 5200 | 818962492 | to | 2530 |
| 800044320 | to | 4410 | 819032341 | to | 2730 |
| 800211901 | to | 2440 | 819127054 | to | 7080 |
| 800427530 | to | 7540 | 819278540 | to | 8670 |


| 819544681 | to | 4740 | 822900991 | to | 1020 | 826582951 | to | 3430 | 828732331 | to | 2390 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 819928441 | to | 8650 | 822925951 | to | 6100 | 826720201 | to | 0230 | 828807781 | to | 7840 |
| 820034406 | to | 4430 | 823284931 | to | 4990 | 827005671 | to | 5830 | 828830952 | to | 0963 |
| 820070761 | to | 1540 | 823293031 | to | 3210 | 827287861 | to | 7950 | 828939781 | to | 0050 |
| 820191342 | to | 1360 | 823556011 | to | 6100 | 827291502 | to | 1520 | 829002721 | to | 2870 |
| 820274856 | to | 4880 | 824078341 | to | 8370 | 827575381 | to | 5470 | 829005301 | to | 5540 |
| 820600171 | to | 0230 | 824156325 | to | 6340 | 827609085 | to | 9100 | 829080241 | to | 0330 |
| 821172241 | to | 2360 | 824511252 | to | 1270 | 827619811 | to | 9840 | 829160986 | to | 1000 |
| 821229661 | to | 9720 | 824588281 | to | 8370 | 827883511 | to | 3600 | 829176841 | to | 6930 |
| 821229743 | to | 9780 | 825140397 | to | 0460 | 828160441 | to | 0530 | 829471561 | to | 1590 |
| 821903731 | to | 3910 | 825409651 | to | 9680 | 828376201 | to | 6260 | 829561065 | to | 1080 |
| 821927841 | to | 7850 | 825472171 | to | 2200 | 828441602 | to | 1630 | 829566481 | to | 6510 |
| 822505801 | to | 5830 | 826042898 | to | 2920 | 828539316 | to | 9340 | 829569931 | to | 9960 |
| 822703442 | to | 3470 | 826226644 | to | 6670 | 828539341 | to | 9370 |  |  |  |

- Criminal Investigations Group, Postal Inspection Service, 5-5-11


## Verifying U.S. Postal Service Money Orders

Follow these steps to cash a Postal Service ${ }^{\text {TM }}$ money order:

1. Check that the amount does not exceed the legal limit: $\$ 1,000$ for domestic, and $\$ 700$ for international postal money orders.
2. Check that the proper security features are present:

- When held to the light, a watermark of Benjamin Franklin is repeated from top to bottom on the left side.
- When held to the light, a dark line (security thread) runs from top to bottom with the word "USPS" repeated.
- There should be no discoloration around the dollar amounts, which might indicate the amounts were changes.
These appear in Postal Service Notice 299, U.S. Postal Money Order Reference Card, or online at www.usps.com/missingmoneyorders/security.htm.

3. If the money order seems suspicious, call the U.S. Postal Service Money Order Verification System at 866-459-7822.
Please provide this information to local banks and retailers, as they also receive Postal Service money orders for cashing.

## Counterfeit Canadian Money Order Forms

## Do Not Cash

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

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

> - Criminal Investigations Group, Postal Inspection Service, 5-5-11

## Toll-Free Number Available to Verify Canadian Money Orders

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

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

## Other Information

## Overseas Military/Diplomatic Mail

Mail addressed to military and diplomatic post offices overseas is subject to certain conditions or restrictions of mailing regarding content, preparation, and handling. The APO/FPO/DPO table below outlines these conditions by APO/FPO/DPO ZIP Codes ${ }^{\text {TM }}$ through the use of footnoted mailing restrictions codes (see the Restrictions page following the table).

Acceptance clerks should use the table with the integrated retail terminal (IRT) or POS ONE terminal to determine which APO/FPO/DPO ZIP Codes are active and
which conditions of mailing apply. Acceptance clerks may contact the Military Postal Service Agency with any questions regarding APO/FPO/DPO ZIP Codes, toll free, at 800-810-6098, Monday-Friday, 0730-1600 ET.

For Express Mail Military Service (EMMS) availability, all acceptance clerks must refer to the local hardcopy EMMS directory.

The entries under "Changes" appear in bold in the APO/ FPO/DPO table starting on page 40.

## Changes

| APO/FPO/DPO | Action | Effective Date | See Restrictions |
| :--- | :--- | :--- | :--- |
| APO AE 09002 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09003 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-P-R-U |
| APO AE 09004 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09005 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-P-R-U |
| APO AE 09006 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09007 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09008 | Add H | $05 / 05 / 11$ | A-A1-B-C-D-H-M-P-R-U |
| APO AE 09009 | Add H | $05 / 05 / 11$ | A1-B-C-D-F1-H-M-R-U |
| APO AE 09011 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09012 | Add H | $05 / 05 / 11$ | A1-B-C-D-F-F1-H-M-R-U |
| APO AE 09013 | Add H | $05 / 05 / 11$ | A1-B-C-D-F-F1-H-M-R-U-Z1 |
| APO AE 09014 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09020 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09021 | Add H | $05 / 05 / 11$ | A1-B-C-D-F1-H-M-R-U |
| APO AE 09028 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09033 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09034 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09038 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09042 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09046 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09049 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09051 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09053 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09054 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09055 | Add H | $05 / 05 / 11$ | A1-B-C-D-F-H-M-R-R1-U-V |
| APO AE 09058 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09059 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09060 | Add H | $05 / 05 / 11$ | A1-B-C-D-F1-H-M-R-U |
| APO AE 09063 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-L-M-R-U |
| APO AE 09067 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09068 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-U-Z1 |
| APO AE 09069 | Add H | $05 / 05 / 11$ | A-A1-B-C-D-H-U-V |
| APO AE 09075 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09079 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09081 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09086 | Close | $05 / 05 / 11$ |  |
| APO AE 09088 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09090 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-P-R-U |
| APO AE 09092 | Add H | $05 / 05 / 11$ | A1-B-C-D-H-M-R-U |
| APO AE 09094 | Add H $09095 ~$ | Add H $09 / 05 / 11$ | A1-B-C-D-F-F1-H-M-P-R |
| APO AE 09099 | Add H | Add H | $05 / 05 / 11$ |
|  | A1-B-C-D-D-H-M-R-R-U |  |  |


| APO/FPO/DPO | Action | Effective Date | See Restrictions |
| :---: | :---: | :---: | :---: |
| APO AE 09100 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09102 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09103 | Add H | 05/05/11 | A1-B-C-D-H-U |
| APO AE 09104 | Add H | 05/05/11 | A1-B-C-D-F1-H-M-R-U |
| APO AE 09107 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09112 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09114 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09123 | Add H | 05/05/11 | A1-B-C-D-F1-H-M-R-U |
| APO AE 09126 | Add H | 05/05/11 | A1-B-C-D-F-F1-H-M-P-R |
| APO AE 09128 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09131 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09136 | Add H | 05/05/11 | A1-B-C-D-F1-H-M-R |
| APO AE 09137 | Add H | 05/05/11 | A1-B-C-D-F1-H-M-R-U |
| APO AE 09138 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09139 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09140 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09142 | Add H | 05/05/11 | A1-B-C-D-F-F1-H-P-R-U |
| APO AE 09143 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09154 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09172 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09173 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09177 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09180 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09186 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09211 | Add H | 05/05/11 | A1-B-C-D-H-M-P-R-U |
| APO AE 09213 | Add H | 05/05/11 | A1-B-C-D-F1-H-M-R-U |
| APO AE 09214 | Add H | 05/05/11 | A1-B-C-D-F1-H-M-R-U |
| APO AE 09226 | Add H | 05/05/11 | A1-B-C-D-F1-H-M-R-U |
| APO AE 09227 | Add H | 05/05/11 | A1-B-C-D-F1-H-M-R-U |
| APO AE 09229 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09237 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U-V |
| APO AE 09245 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09250 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09261 | Add H | 05/05/11 | A1-B-C-D-F1-H-M-R-U-V |
| APO AE 09263 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09264 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09265 | Add H | 05/05/11 | A1-B-C-D-F1-H-M-N-R-U |
| APO AE 09267 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09302 | Add H | 05/05/11 | A-A1-B-C1-F-F1-H-M-N-V-Z-Z1 |
| APO AE 09340 | Add H | 05/05/11 | A-A1-B-C1-F-H-R-V |
| APO AE 09605 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U-V |
| APO AE 09606 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U-V |
| APO AE 09703 | Add H | 05/05/11 | A1-B-C-F1-H-U |
| APO AE 09709 | Add H | 05/05/11 | A1-B-F1-H |
| APO AE 09716 | Remove D,U | 05/05/11 | A1-B-C-M-N-R-V |
| APO AE 09722 | Add H | 05/05/11 | A-A1-B-F-H-N-Q-V-Z-Z1 |
| APO AE 09743 | Add H | 05/05/11 | A-A1-B-F-H-N-Q-V-Z-Z1 |
| APO AE 09749 | Add H | 05/05/11 | A-A1-B-F-H-N-V-Z1 |
| APO AE 09751 | Add H | 05/05/11 | A1-B-C-D-H-M-R-U |
| APO AE 09752 | Add H | 05/05/11 | A1-B-C-D-H-U |
| APO AE 09780 | Add H | 05/05/11 | A-A1-B-F-H-N-R-V |
| APO AE 09798 | Add H | 05/05/11 | A1-B-C-D-H-L-U-V |

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

## APO/FPO/DPO Table

| APO/ |  | APO/ |  | APO/ |  | APO/ |  |  |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |
| FPO/ | See | FPO/ | See | FPO/ | See | FPO/ | See |  |
| DPO | Restrictions | DPO | Restrictions | DPO | Restrictions | DPO | Restrictions |  |
| $\mathbf{0 9 0 0 2}$ | A1-B-C-D-H-M-R-U | 09005 | A1-B-C-D-H-M-P-R-U | 09008 | A-A1-B-C-D-H-M-P-R- | 09012 | A1-B-C-D-F-F1-H-M- |  |
| 09003 | A1-B-C-D-H-M-P-R-U | 09006 | A1-B-C-D-H-M-R-U |  | U |  | R-U |  |
| 09004 | A1-B-C-D-H-M-R-U | 09007 | A1-B-C-D-H-M-R-U | 09009 | A1-B-C-D-F1-H-M-R-U | 09013 | A1-B-C-D-F-F1-H-M- |  |
|  |  |  |  | 09011 | A1-B-C-D-H-M-R-U |  | R-U-Z1 |  |


| APO/ FPO/ DPO | See Restrictions | APO/ FPO/ DPO | See Restrictions | APO/ FPO/ DPO | See <br> Restrictions | APO/ FPO/ DPO | See Restrictions |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 09014 | A1-B-C-D-H-M-R-U | 09180 | A1-B-C-D-H-M-R-U | 09331 | $\mathrm{A}-\mathrm{A} 1-\mathrm{B}-\mathrm{C} 1-\mathrm{E} 2-\mathrm{F}-\mathrm{H} 1-\mathrm{M}-$ | 09371 | $\mathrm{A}-\mathrm{A} 1-\mathrm{B}-\mathrm{C} 1-\mathrm{E} 2-\mathrm{F}-\mathrm{H} 1-\mathrm{M}-$ |
| 09020 | A1-B-C-D-H-M-R-U | 09186 | A1-B-C-D-H-M-R-U |  | -R1-V- |  | R-V |
| 09021 | A1-B-C-D-F1-H-M-R-U | 09211 | A1-B-C-D-H-M-P-R-U | 09332 | $\mathrm{A}-\mathrm{A} 1-\mathrm{B}-\mathrm{C} 1-\mathrm{E} 2-\mathrm{F}-\mathrm{H} 1-\mathrm{M}-$ | 09372 | A-A1-B-C1-E2-F-H1-M- |
| 09028 | A1-B-C-D-H-M-R-U | 09213 | A1-B-C-D-F1-H-M-R-U |  |  |  |  |
| 09033 | A1-B-C-D-H-M-R-U | 09214 | A1-B-C-D-F1-H-M-R-U | 09333 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 09373 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V } \end{aligned}$ |
| 09034 | A1-B-C-D-H-M-R-U | 09226 | A1-B-C-D-F1-H-M-R-U | 0933 | A-A1-B-C1-E2-F-H1-M | 093 |  |
| 09038 | A1-B-C-D-H-M-R-U | 09227 | A1-B-C-D-F1-H-M-R-U | 0933 | -V-Z1 | 093 | -Z1 |
| 09042 | A1-B-C-D-H-M-R-U | 09229 | A1-B-C-D-H-M-R-U | 09336 | $1-\mathrm{E} 2-\mathrm{F}-\mathrm{H} 1-\mathrm{R}-$ | 09375 | 1-B-C1-E2-F-H1-M- |
| 09046 | A1-B-C-D-H-M-R-U | 09237 | A1-B-C-D-H-M-R-U-V |  | R1-U2-V-Z1 |  | R-V-Z1 |
| 09049 | A1-B-C-D-H-M-R-U | 09245 | A1-B-C-D-H-M-R-U | 09337 | M- | 09376 | - |
| 09051 | A1-B-C-D-H-M-R-U | 09250 | A1-B-C-D-H-M-R-U |  | R-R1-V-Z1 |  | R-R1-V |
| 09053 | A1-B-C-D-H-M-R-U | 09261 | A1-B-C-D-F1-H-M-R- U-V | 09338 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-U2-V-Z1 } \end{aligned}$ | 09377 | A-A1-B-C1-E2-F-H1-M- $\mathrm{R}-\mathrm{R} 1-\mathrm{V}$ |
| 09054 | A1-B-C-D-H-M-R-U |  | U-V |  |  |  |  |
| 09055 | A1-B-C-D-F-H-M-R- R1-U-V | 09263 | A1-B-C-D-H-M-R-U | 09339 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { N-R-R1-V-Z1 } \end{aligned}$ | 09378 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-U2-V-Z1 } \end{aligned}$ |
| 09058 | A1-B-C-D-H-M-R-U | 09265 | A1-B-C-D-F1-H-M-N- | 09340 | A-A1-B-C1-F-H-R-V | 09380 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ |
| 09059 | A1-B-C-D-H-M-R-U |  | R-U | 09342 | A-A1-B-C1-E2-F-H1-M- R-R1-V-Z1 | 09382 |  |
| 09060 | A1-B-C-D-F1-H-M-R-U | 09267 | A1-B-C-D-H-M-R-U |  | $\mathrm{A}-\mathrm{A} 1-\mathrm{B}-\mathrm{C} 1-\mathrm{F}-\mathrm{M}-\mathrm{N}-\mathrm{V}-\mathrm{Z}$ | 09382 | $\begin{aligned} & \mathrm{A}-\mathrm{A} 1-\mathrm{B}-\mathrm{C} 1 \\ & \mathrm{R}-\mathrm{V} 1-\mathrm{Z} 1 \end{aligned}$ |
| 09063 | A1-B-C-D-H-L-M-R-U | 09301 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ |  |  | 09383 | A-A1-B-C1-E2-F-H1-M- |
| 09067 | A1-B-C-D-H-M-R-U | 09302 | R-R1-V-Z1 | 09344 | A-A1-B-C1-E2-F-H1-M- $\mathrm{R}-\mathrm{R} 1-\mathrm{V}-\mathrm{Z}-\mathrm{Z} 1$ | 09383 | R-R1-V-Z1 |
| 09068 | A1-B-C-D-H-U-Z1 |  | N-V-Z-Z1 | 09347 | A1-B-C1-E2-F-H1-M- | 09384 | A-A1-B-C1-E2-F-H1-M- |
| 09069 | A-A1-B-C-D-H-U-V | 09304 | $1-\mathrm{E} 2-\mathrm{F}-\mathrm{H} 1-\mathrm{M}-$ |  | R-R1-V- |  |  |
| 09075 | A1-B-C-D-H-M-R-U |  |  | 09348 | - | 09387 | A-A1-B-C1-E2-F-H1-M- |
| 09079 | A1-B-C-D-H-M-R-U | 09305 | A-A1-B-C |  | R-R1-U2-V-Z1 |  |  |
| 09081 | A1-B-C-D-H-M-R-U |  | R-R1-V-Z1 | 09350 | A-A1-B-C1-E2-F-H1-M- | 09391 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ |
| 09088 | A1-B-C-D-H-M-R-U | 09306 | A-A1-B-C1-E2-F-H1-R- |  | R-R1-V-Z1 | 09393 |  |
| 09090 | A1-B-C-D-H-M-P-R-U |  | A1-B-N-V-71 | 09351 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-V-Z1 } \end{aligned}$ | 09393 | A-A1-B-C1-E2-F-H1-M- R-R1-V-Z1 |
| 09092 | A1-B-C-D-H-M-R-U | 09307 | A1-B-N-V-Z1 |  |  | 09394 | A-A1-B-C1-E2-F-F1-H1- |
| 09094 | $\begin{aligned} & \text { A1-B-C-D-F-F1-H-M- } \\ & \text { P-R } \end{aligned}$ | 09308 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-V-Z1 } \end{aligned}$ | 09352 | $\begin{aligned} & \mathrm{A}-\mathrm{A} 1-\mathrm{B}-\mathrm{C} 1-\mathrm{E} 2-\mathrm{F}-\mathrm{H} 1-\mathrm{M}- \\ & \mathrm{R}-\mathrm{R} 1-\mathrm{V}-\mathrm{Z} 1 \end{aligned}$ | 09394 | A-A1-B-C1-E2-F-F1-H1- $\mathrm{M}-\mathrm{N}-\mathrm{R}-\mathrm{R} 1-\mathrm{V}-\mathrm{Z1}$ |
| 09095 | A1-B-C-D-H-M-R-U | 09309 | A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1 | 09353 | $\begin{aligned} & \mathrm{A}-\mathrm{A} 1-\mathrm{B}-\mathrm{C} 1-\mathrm{E} 2-\mathrm{F}-\mathrm{H} 1-\mathrm{M}- \\ & \mathrm{R}-\mathrm{R} 1-\mathrm{V}-\mathrm{Z} 1 \end{aligned}$ | 09396 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-U2-V-Z1 } \end{aligned}$ |
| 09096 | A1-B-C-D-H-M-R-U |  |  | 0935 |  | 09397 | -A1-B-C1-E2-F-F1-H1- |
| 09099 | A1-B-C-D-H-M-R-U | 09310 | A-A1-B-C1-E2-F-H1-M- R-V-Z1 | 0935 | R-R1-V-Z1 |  | M-N-R-R1-S- |
| 09100 | A1-B-C-D-H-M-R-U |  |  | 09355 | A1-B-C1-E2-F-H1-M- | 09403 | A1-B-C-C1-M-R-U |
| 09102 | A1-B-C-D-H-M-R-U |  | $\mathrm{R}-\mathrm{V}-\mathrm{Z1}$ |  | R-R1-V-Z1 | 09421 | A1-B-C-C1-M-R-U |
| 09103 | A1-B-C-D-H-U | 09312 |  | 09356 | A1-B-C1-E2-F-H1-M- | 09447 | A1-B-C-C1-R-U-V |
| 09104 | A1-B-C-D-F1-H-M-R-U |  | R1-U2-V-Z1 |  | $\mathrm{R}-\mathrm{R1-V}-\mathrm{Z1}$ | 09454 | A1-B-C-C1-M-R-U-V |
| 09107 | A1-B-C-D-H-M-R-U | 09313 | E2-F-H1-M- | 09357 | 2-F-H1-M- | 09459 | A1-B-C-C1-M-R-U |
| 09112 | A1-B-C-D-H-M-R-U |  | R-R1-V-Z1 |  | R-R1-V-Z1 | 09461 | A1-B-C-C1-M-P-R-U |
| 09114 | A1-B-C-D-H-M-R-U | 09314 | A-A1-B-C1-E2-F-H1-M- | 09359 | -A1-B-C1-E2-F-H1-M--R1-V-Z1 | 09463 | A1-B-C-C1-R-U |
| 09123 | A1-B-C-D-F1-H-M-R-U |  | R1-V-Z1 |  |  | 09464 | A1-B-C-C1-R-U |
| 09126 | A1-B-C-D-F-F1-H-M- | 09315 | A-A1-B-C1-E2-F-H1-M-$\mathrm{N}-\mathrm{R}-\mathrm{R} 1-\mathrm{V}-\mathrm{Z1}$ | 09363 | -A1-B-C1-E2-F-H1-M- | 09468 | A1-B-C-C1-M-R-U |
|  | P-R |  | N-R-R1-V-Z1 | 09363 | R-R1-V-Z1 | 09469 | A1-B-C-C1-R-U |
| 09128 | A1-B-C-D-H-M-R-U | 0 | F-H1-M- | 09364 | A-A1-B-C1-E2-F-H1-M- | 09470 | A1-B-C-C1-M-R-U |
| 09131 | A1-B-C-D-H-M-R-U |  |  |  | N-R-R1-V-Z1 | 09494 | A1-B-C-C1-M-R-U |
| 09136 | A1-B-C-D-F1-H-M-R |  | R-R1-V-Z1 | 09365 | -A1-B-C1-E2-F-H1-M- | 09496 | A1-B-C-C1-R-U-V |
| 09137 | A1-B-C-D-F1-H-M-R-U |  | A1-B-C1-E2-F-H1- |  | R-R1-V-Z1 | 09498 | 1-B-C-C1 |
| 09138 | A1-B-C-D-H-M-R-U |  | $\mathrm{R}-\mathrm{R} 1-\mathrm{V}-\mathrm{Z} 1$ | 09366 | -A1-B-C1-E2-F-H1-M- |  | L-N-R-R1-T-V-Z1 |
| 09139 | A1-B-C-D-H-M-R-U | 09321 | 1-B-C1-E2- |  | R-R1-V-Z1 | 09501 | A1-B-V |
| 09140 | A1-B-C-D-H-M-R-U |  | R-R1-V-Z1 | 09367 | -A1-B-B2-C1-E2-F- | 09502 | A1-B-V |
| 09142 | A1-B-C-D-F-F1-H-P-R- | 09327 | A-A1-B-C1-E2-F-H1-M- |  | H1-M-R-R1-V-Z | 09503 | A1-B-V |
|  |  |  | R-R1-V-Z1 | 09368 | A-A1-B-C1-E2-F-H1-M- | 09504 | A1-B-V |
| 09143 | A1-B-C-D-H-M-R-U | 09328 | A-A1-B-C1-E2-F-H1-R- |  | $\mathrm{N}-\mathrm{R}-\mathrm{V}-\mathrm{Z1}$ | 09505 | A1-B-V |
| 09154 | A1-B-C-D-H-M-R-U |  | R1-V- | 09369 | A-A1-B-C1-E2-F-H1-M- | 09506 | A1-B-V |
| 09172 | A1-B-C-D-H-M-R-U | 09330 | A-A1-B-C1-E2-F-H1-M- |  | R-R1-V | 09507 | A1-B-V |
| 09173 | A1-B-C-D-H-M-R-U |  | R-R1-V-Z1 | 09370 | A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1 | 09508 | A1-B-V |
| 09177 | A1-B-C-D-H-M-R-U |  |  |  |  |  |  |


| APO/ FPO/ DPO | See Restrictions |  | See Restrictions | APO/ FPO/ DPO | See Restrictions |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 9509 | A1-B-V | 09621 | A1-B-C-F-U | 09733 | A1-B-N-V |
| 09510 | A-A1-B-C1-E2-F-H1-M- R-R1-V-Z1 | 09622 | A1-B-C-F-U | 09734 | $\begin{aligned} & -\mathrm{A1} 1-\mathrm{B}-\mathrm{C}-\mathrm{C} 1-\mathrm{F}-\mathrm{J}-\mathrm{L}-\mathrm{M}- \\ & \text {-R-R1-T-V-Z1 } \end{aligned}$ |
| 09511 | A1-B-V | 0962 | 1-B-C-F-U | 09735 | A1-B-N-V-Z1 |
| 09513 | A1-B-F-F1-R-R1-V | 09625 | A1-B-C-F-U | 09736 | -A1-B-B2-C-C1-D. |
| 09517 | A1-B-F-F1-R-R1-V | 09626 | A1-B-C-F-U |  | Z1 |
| 09524 | A1-B-F-F1-R-R1-V | 0962 | A1-B-C-F-U | 09737 | A-A1-B-B2-C-C1-F-J-L- M-N-R-R1-T-V-W-Y-Z1 |
| 09532 | A1-B-F-F1-R-R1-V | 09630 | A1-B-C-F-U-V |  |  |
| 09534 | A1-B-F-F1-R-R1-V | 09631 | A1-B-C-F-U | 09738 | $\begin{aligned} & \text { A-A1-B-B2-C-C1-D-F-J- } \\ & \text { L-M-N-R-R1-T-V-Z1 } \end{aligned}$ |
| 09543 | A1-B-F-F1-R-R1-V | 09633 | A1-B-B2-C-D-F-F1-M-R-U-U1-U2-U3-V-Z1 | 09739 | A-A1-B-B2-C-C1-D- |
| 09549 | A1-B-V | 09636 | A1-B-C-F-U | 09741 |  |
| 095 | A1-B-F-F1-R-R1-V | 0964 | A1-B-M-N-R-U |  | J-L-M-N-R |
| 0955 | A1-B-F-F1-R-R1-V | 0964 | $1-B-M-R-U$ |  | Z1 |
| 095 | A1-B-F-F1-R-R1-V | 096 | 1-B-C-F-F1-U | 0974 | A-A1 |
| 09564 | A1-B-F-F1-R-R1-V | 09647 | A1-B-N-R-U |  | Z1 |
| 09565 | A1-B-F-F1-R-R1-V | 09648 | A1-B-N-U-V-Z1 | 09743 | A-A1-B-F-H-N-Q-V-Z- |
| 09566 | A1-B-F-F1-R-R1-V | 0964 | A1-B-N-U-Z1 |  |  |
| 09567 | A1-B-F-F1-R-R1-V | 09701 | A-A1-B-B2-C-C1-D-F-J- |  | $\begin{aligned} & \text {-B-B2-C-C1-F-J-L-M- } \\ & \text {-R-R1-T-V-Z1 } \end{aligned}$ |
| 09568 | A1-B-V | 09702 | L-M-N-R-R1-T-V-Z1 A1-B-C-C1-F1-M-R-R1- | 09745 | -B- |
| 09570 | A1-B-F-F1-R-R1-V |  |  |  | 1-B-F-J-N-U-V-Z1 |
| 09573 | A1-B-F-F1-R-R1-V |  |  | 09748 | A-A1-B-B2-C-C1-D |
| 09 | A1-B-F-F1-R-R1-V | 09 | 1-B-C-V |  | - |
| 09575 | A1-B-F-F1-R-R1-V | 09705 | B-U | 09749 | A-A1-B-F-H-N-V-Z1 |
| 09576 | A1-B-F-F1-R-R1-V |  |  | 09750 | B-B2-C-C1-F-J-L-M- |
| 09 | A1-B-V | 09 | B-C-J-M-N-R-U-V |  | N-R-R1-T-V-Z1 |
| 09578 | A1-B-F-F1-R-R1-V | 09 | -B | 09751 | A1-B-C-D-H-M-R-U |
| 09579 | A1-B-F-F1-R-R1-V | 09709 | A1-B-F1-H | 097 | -C-D-H-U |
| 09 | A1-B-F-F1-R-R1-V | 09710 | A1-B-C-C1-F1-M-N-R- | 0975 | A1-B-U |
| 09582 | A1-B-F-F1-R-R1-V |  |  | 09755 | 1-B-U |
| 09586 | A1-B-F-F1-R-R1-V |  | -B-F | 097 | 1-B-U |
| 095 | A1-B-F-F1-R-R1-V |  |  | 09758 | -B-B2-C |
| 09 | A1-B-V |  |  |  | M-N-R-R1-T-V-Z1 |
| 095 | A1-B-V | 09715 | -B-F1-M-R | 09759 | $\begin{aligned} & \text {-A1-B-B2-C-C1-E2-F- } \\ & \text { 1-F2-J-L-N-R-R1-T-V- } \end{aligned}$ |
| 09590 | A1-B-V | 09 | -B-C-M-N-R-V |  |  |
| 09 | A1-B-F-F1-R-R | 09 | - 1 -B-M-R-V-W | 0976 | A1-B-B2-E3-F-F1-J |
| 09593 | A1-B-V | 09 | A1-B-F-I-M-N-R-U-V-Z |  | - |
| 09594 | A1-B-V | 09719 | -B-C-D-M-R-U-V | 0976 | 32-C-C1 |
| 09 | A | 09 | -B-M-R-U-V |  | R-R1-T-V-Z1 |
| 09599 | A1-B-F-F1-R-R1-V | 09 | A1-B-N-R-U-V-Z1 | 0977 | -A1-B-C-E1-M-N-R |
| 096 | A1-B-C-F-F1-N-R-U-V | 09722 | A-A1-B-F-H-N-Q-V-Z- | 09 | -A1-B-F-H-N-R-V |
| 09603 | A1-B-C-F-F1-R-U-V |  |  | 09 | 1-B-C-D-H-L |
| 096 | A1-B-C-F-F1-P-R-U-V | 09723 | A1-B-M-N-R-U-V-Z1 | 09801 | A-A1-B-C1-E2-F-H1-M- |
| 09605 | A1-B-C-D-H-M-R-U-V | 09724 | A1-B-C-C1-F1-M-R-R1- |  | N-R-R1-V-Z1 |
| 09606 | A1-B-C-D-H-M-R-U-V |  |  | 09803 | 1-B-E2-E3-F-H1-N-R- |
| 09607 | $\begin{aligned} & \text { A-A1-B-C-F-F1-M-R- } \\ & \text { R1-U-U3-V-W } \end{aligned}$ | 09726 | -B-M-N-R-U-V | 09804 | A-A1-B-F-F1-N-R-V-Z1 |
| 09608 | A1-B-C-F-N-U-V |  | L-M-N-R-R1-T-V-Z1 | 09805 | A-B-F-F1-R-R1-V-Z1 |
| 09609 | A1-B-C-F-U | 09728 | A-A1-B-B2-C-C1-F-J-L- | 09806 | A-A1-B-C1-E2-F-H1-M- |
|  | A1-B-C-F-F1-M-R-U-V |  | N-R-R1-T-V-Z1 |  |  |
| 09611 | A1-B-C-F-F1-R-U-V | 097 | A1-B-C-F-N-R-R1-U-V | 09807 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-N } \\ & \text { N-R-R1-V-Z1 } \end{aligned}$ |
| 09613 | A1-B-C-F-U-V | 09730 | A-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1 | 09808 | A-A1-B-C1-E2-F-H1-M |
| 0961 | A1-B-C-F-U | 09731 |  |  |  |
| 09618 | A1-B-C-F-U |  | N-R-R1-T-V-Z1 | 09809 | A1-B-V-Z1 |
| 09620 | A1-B-C-F-U | 09732 | A1-B-N-V-Z1 | 0981 | A-A1-B-F-F1-N-R-V-Z1 |

FPO/ See
DPO Restrictions
09811 A1-B-E2-E3-F-H1-N-R-R1-U1-V-Z1
09812 A1-B-E2-E3-F-F1-I-N-R-U-V-Z-Z1
09813 A-A1-B-B2-C1-E2-E3-F-J-L-N-R-R1-T-V-Z1
09814 A1-B-E2-E3-F-F1-I-N-R-U-V-Z-Z1
09815 A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09816 A-A1-B-B2-C-C1-E2-E3-F-J-L-N-R-R1-T-VZ1
09817 A-A1-B-B2-C1-E2-E3-F-F1-H-H1-J-L-M-N-R-T-V-Z1
09818 A-A1-B-C-F-M-V-Z1
09820 A-A1-B-B2-F-H-H1-J-L-M-N-R-R1-T-V-Z1
09821 A-A1-B-F-N-R-V-Z1
09822 A-A1-B-F-R-V-Z1
09823 A-A1-B-F-R-V-Z1
09824 A-A1-B-F-R-V-Z1
09825 A-A1-B-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09826 A-A1-B-B2-C1-E1-E2-E3-F-L-M-N-R-R1-T-V-W-Z1
09827 A-A1-B-F-F1-N-R-V-Z1
09828 A1-B-J-L-N-V-Z1
09829 A1-B-C-N-R-V-Z1
09830 A1-B-C-M-N-R-V-Z1
09831 A1-B-F-N-U-V-Z1
09832 A-A1-B-U1-V-Z1
09833 A1-B-U1-V-Z1
09834 A1-B-F-F1-R-R1-V-Z1
09835 A-A1-B-V-Z1
09836 A-A1-B-C-F-M-V-Z1
09837 A1-B-V-Z1
09838 A1-B-V-Z1
09839 A-A1-B-U-V-Z1
09840 A-A1-B-V-Z1
09841 A-A1-B-N-R-U-Z1
09842 A-A1-B-M-N-R-Z1
09844 A-A1-B-C-F-N-U-V-Z1
09845 A-A1-B-B2-E3-F-F1-I-L-M-N-V-Z-Z1
09846 A-A1-B-B2-C1-E2-F-I-L-N-R-R1-T-V-Z-Z1
09852 A1-B-E2-E3-F-H1-N-R-R1-U1-V-Z1
09853 A1-B-E2-F-H1-R-R1-U2-V-Z1
09855 A-A1-B-C1-E2-F-H1-R-R1-U2-V-Z1
09858 A1-B-E2-E3-F-H1-N-R-R1-U1-V-Z1
09859 A1-B-C1-F-F1-H1-N-R-R1-V-Z1

| $\begin{aligned} & \text { APO/ } \\ & \text { FPO/ } \\ & \text { DPO } \end{aligned}$ | See Restrictions | $\begin{array}{\|l} \text { APO/ } \\ \text { FPO/ } \\ \text { DPO } \\ \hline \end{array}$ | See Restrictions | $\begin{aligned} & \text { APO/ } \\ & \text { FPO/ } \\ & \text { DPO } \end{aligned}$ | See Restrictions | $\begin{array}{\|l\|} \hline \text { APO/ } \\ \text { FPO/ } \\ \text { DPO } \\ \hline \end{array}$ | See Restrictions |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 09865 | A-A1-B-V-Z1 | 96204 | A-A1-B | 96377 | A1-B-M-W | 96601 | A1-B-V |
| 09868 | A-A1-B-N-U-V-Z1 | 96205 | A-A1-B-U | 96378 | A1-B-M-W | 96602 | A1-B-V |
| 09870 | A-A1-B-C1-E2-F-H1-M- | 96206 | $A-A 1-B-U$ | 96379 | A1-B-M-W | 96603 | A1-B-V |
|  | R-R1-U-V-Z1 | 96207 | A-A1-B-V | 96384 | A1-B-M-W | 96604 | A1-B-V |
| 09880 | A-A1-B-C1-E2-F-H1-R- | 96209 | A-A1-B-J-L-N-U | 96386 | A1-B-M-W | 96605 | A1-B-V |
|  | R1- | 96213 | A-A1-B-U | 96387 | A1-B-M-W | 96606 | A1-B-V |
| 09890 | A1-B-E2-F-H1-N-R-R1- U2-V-Z1 | 96214 | A-A1-B-U | 96388 | A1-B-M-W | 96607 | A1-B-V |
| 09892 | A-A1-B-E2-F-N-R-R1-V- | 96218 | $A-A 1-B-U$ | 96401 | A1-B-F-N-V-Z1 | 96608 | A1-B-V |
|  | Z1 | 96224 | $A-A 1-B-U$ | 96426 | A-A1-B-C1-E2-F-H1-M- | 96609 | A1-B-V |
| 09898 | A1-B-E2-F-H1-N-R-R1- | 96257 | $A-A 1-B-U$ |  | -V | 96610 | A1-B-V |
| 0989 | U2-V-Z1 | 96258 | A-A1-B-U | 96427 | A-A1-B-C1-E2-F-H1-M- | 96611 | A1-B-V |
| 34002 | A1-B-J-L-N-U-Z1 | 96260 | $A-A 1-B-U$ | 7 |  | 96612 | A1-B-F-F1-R-R1-V |
| 34004 | A-B-J-L-N-U-V | 96262 | $A-A 1-B-U-V$ | 96447 | A1-B-F-N-U3-V-V1 | 96613 | A-A1-B-C1-E2-F-H1-I- |
| 34006 | A-A1-B-C1-F1-N-V-Z1 | 96264 | $A-A 1-B-U$ |  |  |  | M-R-R1-U2-V-Z-Z1 |
| 34007 | $\begin{aligned} & \text { A-A1-B-C1-F-F1-M-N- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 96266 96267 | A-A1-B-U | 96502 96503 | A1-B-F-N-U3-V A1-B-F-N-U3-V | 96614 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-I- } \\ & \text { M-R-R1-U2-V-Z-Z1 } \end{aligned}$ |
| 34008 | A1-B-B2-D-E1-F-H-H1- | 96269 | A-A1-B-U | 96507 | A-A1-B-F-V | 96615 | A1-B-F-F1-R-R1-V |
|  | J-L-M-N-R-R1-T-V-Z1 | 96271 | A-A1-B-U | 96510 | A1-B-I-N-V | 96616 | A1-B-F-F1-R-R1-V |
| 34011 | A1-B-B2-C1-E2-F-J-L- | 96275 | A-A1-B-V | 96511 | A1-B-I-N-V | 96617 | A1-B-F-F1-R-R1-V |
|  | M-N-R-R1-T-V-Z1 | 96 | $A-A 1-B$ | 96515 | A1-B-D-F-U3 | 96619 | A1-B-V |
| 34020 | A1-B-J-L-M-N-U-V-Z1 | 96278 | A-A1-B-U | 96516 | A1-B-D-F | 96620 | A1-B-F-F1-R-R1-V |
| 34021 | A1-B-J-L-M-N-U-V-Z1 | 96283 | A-A1-B-U | 96517 | A1-B-F-U3-V | 96621 | A1-B-V |
| 34022 | A1-B-D-F-J-L-M-N-U-V- | 96284 | $A-A 1-B-U-V$ | 96518 | A1-B-V | 96622 | A1-B-F-F1-R-R1-V |
|  |  | 96297 | $A-A 1-B-U$ | 96520 | A1-B-F-N-U3-V | 96624 | A1-B-F-F1-R-R1-V |
| 34023 | A1-B-J-L-M-N-U-V-Z1 | 96303 | A1-B-H-J-L-M-N-W | 96521 | A1-B-F-N-U3 | 96628 | A1-B-F-F1-R-R1-V |
| 34024 | A1-B-L-M-N-U-V-Z1 |  | A1-B-F-F1-F2-H-M-W | 96522 | A1-B-F-N-U | 96629 | A1-B-F-F1-R-R1-V |
| 34025 | A1-B-F-J-L-M-N-U-V-Z1 | 96309 | A1-B-M-V-W | 96530 | A-A1-B-F-F1-H-H1-M- | 96643 | A1-B-F-F1-R-R1-V |
| 34030 | A1-B-J-L-M-N-U-V-Z1 | 96 | A1-B-M-W |  | N-U-V | 96650 | A1-B-F-F1-R-R1-V |
| 34031 | A1-B-J-L-M-N-U-V-Z1 | 9631 | A1-B-M-W | 96531 | A-A1-B-F-F1-H-M-N-U- | 96657 | A1-B-F-F1-R-R1-V |
| 34032 | A1-B-J-L-M-N-U-V-Z1 | 963 |  |  |  | 96660 | A1-B-F-F1-R-R1-V |
| 34033 | A1-B-C-F-J-L-M-N-V-Z1 | 9632 | A1-B-F-F1-F2-H-M-W | 96532 | A-A1-B-H-J-L-M-N-U- | 96661 | A1-B-F-F1-R-R1-V |
| 34034 | A1-B-J-L-M-N-V-Z1 | 96322 | A1-B-F-F1-F2-H-M-W | 96534 | A-A1-B-F-U | 96662 | A1-B-F-F1-R-R1-V |
| 34035 | A1-B-H-J-L-M-N-U-V- | 96323 | A1-B-M-V-W | 96535 | A-A1-B-F-V | 96663 | A1-B-F-F1-R-R1-V |
|  | Z1 | 96326 | A1-B-M-W | 96537 | A1-B-V | 96664 | A1-B-V |
| 34036 | A1-B-J-L-M-N-U-V-Z1 | 96328 | A1-B-M-W | 96538 | A1-B-V | 96665 | A1-B-V |
| 34037 | A1-B-C-F-H-I-L-M-N-V- | 96330 | A1-B-M-W | 96540 | A1-B-V | 96666 | A1-B-V |
|  | Z-Z1 | 96336 | A1-B-M-V-W | 96541 | A1-B-V | 96667 | A1-B-F-F1-R-R1-V |
| 34038 | A1-B-L-M-N-U-V-Z1 | 96337 | A1-B-M-W | 96542 | A1-B-V | 96668 | A1-B-F-F1-R-R1-V |
| 34039 | A1-B-J-L-M-N-U-V-Z1 | 96338 | A1-B-M-W | 96543 | A1-B-P-V | 966 |  |
| 34041 | A1-B-J-L-M-N-U-V-Z1 | 96339 | A1-B-M-V-W | 96544 | A1-B-F-N-U3-V | 96669 | A1-B-F-F1-R-R1- |
| 34042 | A1-B-D-F-M-N-V-Z1 | 96343 | A1-B-M-W | 96546 | A1-B-F-U3 | 96670 |  |
| 34050 | A1-B-V | 96346 | A1-B-F-F1-F2-H-M-V-W | 96548 | A-A1-B-H-M-U | 96671 | A1-B-F-F1-R-R1-V |
| 34055 | A1-B-J-L-M-N-U-V-Z1 | 96347 | A1-B-F-F1-F2-H-M-W | 96549 | A-A1-B-H-M-U | 96672 | A1-B-F- |
| 34058 | A1-B-F-F1-R-R1-V-Z1 | 96348 | A1-B-F-F1-F2-H-M-W | 9655 | A-A1-B-H-M-U-V | 96673 | A1-B-V |
| 34060 | A1-B-B2-C1-E2-F-J-L- | 96349 | A1-B-F-F1-F2-H-M-W |  | A-A1-B-H-M-N-U | 96674 | A1-B-F-F1-R-R1-V |
|  | N-R-R1-T-V-Z1 | 96350 | A1-B-F-F1-F2-H-M-W | 9655 | A-A1-B-H-M-N-U | 96675 | A1-B-F-F1-R-R1-V |
| 34078 | A1-B-F1-N-V-Z1 | 96351 | A1-B-F-F1-F2-H-M-W | 96552 | A-A1-B-F-F1-H-M-U | 96677 | A1-B-F-F1-R-R1-V |
| 34090 | A1-B-F-F1-R-R1-V | 96362 | A1-B-F-F1-F2-M-W |  |  | 96678 | A1-B-F-F1-R-R1-V |
| 34091 | A1-B-F-F1-R-R1-V | 96365 | A1-B-M-V-W |  |  | 96679 | A1-B-F-F1-R-R1-V |
| 34092 | A1-B-F-F1-R-R1-V | 96367 | A1-B-L-M-W | 96557 | A1-B-F-M-V | 96681 | A1-B-V |
| 34093 | A1-B-F-F1-R-R1-V | 96368 | A1-B-M-W | 96562 |  | 96682 | A1-B-V |
| 34095 | A1-B-V | 96370 | A1-B-F-F1-F2-H-M-W | 96562 | E3-F-F1-H-H1-I-L-M-N- | 96683 | A1-B-V |
| 34098 | A1-B-V | 96372 | A1-B-M-W |  | R-T-V-Z-Z1 | 96686 | A1-B-V |
| 34099 | A1-B-V | 96373 | A1-B-M-W | 96577 | A-A1-B-F-H-M-U | 96687 | A1-B-V |
| 96201 | A-A1-B | 96374 | A1-B-M-W | 96595 | A1-B-V | 96698 | A1-B-V |
| 96202 | $A-A 1-B-U$ | 96375 | A1-B-M-W | 96598 | A1-B-N-V |  |  |
| 96203 | A-A1-B | 96376 | A1-B-M-W | 96599 | A1-B-N-V |  |  |

## RESTRICTIONS

## LEGEND

PS Form 2976, Customs - CN 22 (Old C 1) and Sender's Declaration (green label)
PS Form 2976-A, Customs Declaration and Dispatch Note
AAFES = Army and Air Force Exchange Service
APO = Army/Air Force Post Office
Box R = Retired military personnel
DMM = Domestic Mail Manual
DPO = Diplomatic Post Office
FPO = Fleet Post Office
MOM = Military Ordinary Mail
MPO = Military Post Office
PAL $\quad=$ Parcel Airlift
PSC = Postal Service Center
SAM = Space Available Mail
USDA = United States Department of Agriculture
Note: Mail order catalogs are prohibited as SAM or PAL mail.
A. Securities, currency, or precious metals in their raw, unmanufactured state are prohibited. Official shipments are exempt from this restriction.

A1. Mail addressed to "Any Servicemember," or similar wording such as "Any Soldier," "Sailor," "Airman," or "Marine"; "Military Mail"; etc., is prohibited. Mail must be addressed to an individual or job title such as "Commander," "Commanding Officer," etc.
B. Regardless of mail class, a customs declaration form is required for all items weighing 16 ounces or more, or any item (regardless of weight) containing potentially dutiable mail contents (e.g., merchandise) addressed to an APO, FPO, or DPO ZIP Code. PS Form 2976 is required for items weighing less than 16 ounces, and PS Form 2976-A is required for items weighing 16 ounces or more. No customs form is required for items weighing less than 16 ounces when the contents are not potentially dutiable (e.g., documents). When the surface area of the address side of the mailpiece is not large enough to contain a PS Form 2976-A, the smaller PS Form 2976 may be substituted (e.g., the Priority Mail Small Flat Rate Box). The following exceptions apply:

- Known mailers are exempt from providing customs documentation on non-dutiable letters or printed matter. (A known mailer is a business mailer who enters volume mailings through a business mail entry unit (BMEU) or other bulk mail acceptance location, pays postage through an advance deposit account, uses a permit imprint for postage payment, and submits a completed postage statement at the time of entry that certifies that the mailpieces contain no dangerous materials that are prohibited by postal regulations.)
- All federal, state, and local government agencies whose mailings are regarded as "Official Mail" are exempt from providing customs documentation on any item addressed to an APO, FPO, or DPO except for those APOs/FPOs/DPOs to which restriction "B2" applies.
- Prepaid mail from military contractors is exempt, providing the mailpiece is endorsed "Contents for Official Use - Exempt from Customs Requirements."
B2. All federal, state, and local government agencies must complete customs documentation when sending potentially dutiable mail addressed to or from this APO, FPO, or DPO.
C. Cigarettes and other tobacco products are prohibited.

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

E1. Medicines or vaccines not conforming to French laws are prohibited.
E2. Any matter depicting nude or seminude persons, pornographic or sexual items, or nonauthorized political materials is prohibited. Although religious materials contrary to the Islamic faith are prohibited in bulk quantities, items for the personal use of the addressee are permissible.

E3. Radio transceivers, cordless telephones, global positioning systems, scanners, base stations, and handheld transmitters are prohibited.
F. Firearms of any type are prohibited in all classes of mail. See definitions of firearms in DMM 601.11.1.1c. This restriction does not apply to firearms mailed to or by official U.S. government agencies. The restriction for mail to this APO/FPO/DPO ZIP Code does not apply to firearms mailed from this APO/FPO/DPO ZIP Code, provided ATF and USPS regulations are met. Antique firearms are a separate category defined in DMM 601.11.2 and ATF regulations; they do not require an ATF form.

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

F2. Importation of firearms is restricted to one shotgun and one single shot. 22 caliber rifle per individual.
G. Only letters, flats, and Periodicals are authorized. Parcels of any class are prohibited.
H. Meats, including preserved meats, whether hermetically sealed or not, are prohibited.

H1. Pork or pork by-products are prohibited.
I. Mail of all classes must fit in a mail sack. Mail may not exceed the following dimensions:

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

The maximum length and girth combined may not exceed 68 inches.
This restriction does not apply to registered mail and official government mail marked MOM.
11. This restriction does not apply to registered mail.

I2. This restriction does not apply to official government mail marked MOM.
J. Parcels may not exceed 108 inches in length and girth combined.
K. Mail that includes in the address the words, "Dependent Mail Section," may consist only of letter mail, newspapers, magazines, and books. No parcel of any class containing any other matter may be mailed to the Dependent Mail section. This restriction does not apply if the address does not include the words "Dependent Mail Section."
L. All official mail is prohibited.
M. Fruits, vegetables, animals, and living plants are prohibited.
N. Registered mail is prohibited.
O. Delivery status information for Extra Services is not available on USPS.com.
P. APO is used for the receipt and dispatch of official mail only.
Q. Mail may not exceed 66 pounds, and size is limited to 42 inches maximum length and 72 inches maximum length and girth combined.
R. All alcoholic beverages, including those mailable under DMM 601.11.7, are prohibited.

R1. Materials used in the production of alcoholic beverages (i.e., distilling material, hops, malts, yeast, etc.) are prohibited.
S. Mail of all classes must fit in a mail sack. Mail may not exceed the following dimensions and weight:

- Maximum length 12 inches.
- Maximum width 12 inches.
- Maximum height $51 / 2$ inches.
- Maximum weight 25 pounds. The maximum length and girth combined may not exceed 47 inches.
T. Mailings of case lots of food and supplemental household shipments must be approved by the sender's parent agency prior to mailing.
U. Parcels must weigh less than 16 ounces when addressed to Box R. This restriction does not apply to mail endorsed "Free Matter for the Blind or Handicapped."

U1. Mail is limited to First-Class Mail weighing 13 ounces or less when addressed to Box R. This restriction does not apply to mail endorsed "Free Matter for the Blind or Handicapped." Videotapes are prohibited when addressed to Box R, regardless of weight.

U2. Mail is limited to First-Class Mail letters only when addressed to Box R.

U3. Mail is limited to First-Class Mail correspondence (including voice and video cassettes), newspapers, magazines, photographs, not exceeding 16 ounces, when addressed to Box R.
V. Express Mail Military Service (EMMS) not available from any origin.

V1. Delivery Confirmation service is not available.
W. Meat products, such as dried beef, salami, and sausage, may be mailed, provided they remain in their original, hermetically sealed packages and bear USDA certification. Other meats, bones, skin, hair, feathers, horns or hoofs of hoofed animals, wool samples, tobacco leaves, including chewing and pipe tobacco, snuff, cigars, and cigarettes, or obscene material, including obscene drawings, photographs, films, and carvings, are prohibited. Exception: 200 grams of tobacco per parcel are permitted duty free.
X. Personal mail is limited to First-Class Mail items (to include audio cassettes and voice tapes) weighing 13 ounces or less. This limitation does not apply to official mail.
Y. Mail is limited to First-Class and Priority Mail items only. All Periodicals, Standard Mail items, and Package Services items (including SAM and PAL) are not authorized. This restriction also applies to official mail.
Z. No outside pieces (OSPs).

Z1. The following restriction is applicable only to International Service Centers (ISC)/Exchange Offices. An Anti-Pilferage Seal (Item No O817E or O818A) is required on all pouches and sacks.


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

## U.S. Flag at Half-Staff

## How to Display

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

## Specific Dates

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

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

Note 1: When May 15, which is the date for Peace Officers Memorial Day, falls on the third Saturday in May, which is the date for Armed Forces Day, display the U.S. flag in the full-staff position, not at half-staff.
Note 2: On the last Monday in May, when Memorial Day is observed, display the flag at half-staff from sunrise, or the hour at which you raise it, until noon, and then hoist it to the peak of the staff, until the time of closing or no later than sunset.

## POW-MIA Flag

## How to Display

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

- If displayed on the same flagstaff, place it below the U.S. flag.
- If displayed on a separate flagstaff, place it at the same level or lower. If displayed at the same level, place it on the U.S. flag's left.
When flying the U.S. flag at half-staff, fly the POW-MIA flag (and any other flags) at halfstaff also.


## Specific Dates

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

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

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

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

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

Mailbox Improvement Week, May 16-22 (continued)

## Curbside Mailboxes Approved by the Postmaster General <br> USPS-STD-7B (Supersedes all previously published lists of approved manufacturers)

## Address Art

PO Box 90018
Indianapolis, IN 46290-0018
www.addressart.com
Applicables 1 (Accessory)
Applicables 2 (Accessory)
Applicables 3 (Accessory)
Applicables/Purdue (Accessory)
Applicables/IU (Accessory)
Applicables/US Flag (Accessory)
Applicables/Seasonal
Alpha Products
5570 West $70^{\text {th }} \mathrm{PI}$.
Chicago, IL 60638-5326
www.alphaproductsinc.com
MV1215 (Locking)

## American Postal Manufacturing

500 W. Oklahoma Ave.
Milwaukee, WI 53207-2649
www.mailproducts.com
1812 (Contemporary)
N1926045 (Contemporary)
Architectural Mailboxes, LLC
1600 W. Walnut St.
Compton, CA 90220-5023
www.architecturalmailboxes.com
5100 (Locking)
5500 (Contemporary)
6200 - (Locking)
7500 - (Contemporary)

## Armadillo Enclosures

PO Box 462199
Escondido, CA 92046-2199
www.armadillomailbox.com
1000F (Traditional)
1000R (Locking)

## Bobi Company

32 Hillcrest Ave.
Collingswood, NJ 08108-1315
www.bobi.com
BO37000A (Locking)
BO39000A (Locking)
BO22000 (Locking)
BO25000 (Locking)
BO55000 (Locking)

Brandon Industries
1601 Wilmeth Rd.
McKinney, TX 75069-8250
www.brandonindustries.com
M1 (Contemporary)
M2 (Contemporary)
M3 (Contemporary)
M4 (Contemporary)
M5 (Contemporary)
Brightlight Solutions
201 S.W. 25th Ave.
Cape Coral, FL 33991-1236
www.brightlightsolutions.net
1000 (Contemporary)
Creative Solutions, LLC
22 Millbranch Rd., S-710
Hattiesburg, MS 39402-1670
PP10
Crown Expressions
1095 C Nuff Rd.
Atlanta, GA 30318-4176
www.crownexpressions.com
BA12 (Accessory)
BA12 (It's a Beautiful World)
BA12 (Be My Valentine)
BA12 (Season Greetings)
BA12 (Have a Beautiful Day)
BA12 (It's a Boy)
BA12 (It's a Girl)
Davis Tool
3740 N.W. Aloclex PI. Hillsboro, OR 97124-7142
www.lockingmailbox.com
1022-X (Locking)
1025-X (Locking)
1123-X (Locking)
1125-X (Locking)
dVault Company, Inc.
9800 Mount Pyramid Court
Englewood, CO 80112-2669
www.dvault.com
DVCS0015 (Locking)
DVU0050 (Locking)
Energy Technology Labs
976 United Circle
Sparks, NV 89431-6514
www.energytechlabs.com
Secure Mail Vault (Locking)
Epoch Design
17617 N.E. 65 St., Ste. 2
Redmond, WA 98052-4979
www.epochbydesign.com
Mail Boss-7104 (Locking)

## Estes Design and Manufacturing

470 S Mitthoeffer Rd.
Indianapolis, IN 46229-3058
www.estesdesigns.com
EPS2640437 (Contemporary)
EPS2640319 (Contemporary)
Euroasia Products
3956 Town Center Blvd. \#166
Orlando, FL 32837-6103
www.euroasiaproducts.com
UWWRX060401 (Contemporary)
UBBDX060403 (Contemporary)
UBBXX060404 (Contemporary)
USBXX060407 (Contemporary)

## Florence Manufacturing Company

5935 Corporate Dr.
Manhattan, KS 66503-9675
www.florencemailboxes.com
MB2000 (Locking)
Florida Aluminum Products
359 Douglas Rd.
Oldsmar, FL 34677-2973
www.creativemailboxdesigns.com
ME (Contemporary)

## Fort Knox Mailbox

265 Tech Way
Grant Pass, OR 97526-8530
www.fortknoxmailbox.com
Large Standard Mailbox (Locking)
The Fortress (Locking)
Fuoriserie Imports
351 37th St.
Brooklyn, NY 11232-2505
www.ecco-products.com
ECCO 3 (Traditional)
Gaines Manufacturing
12200 Kirkham Rd.
Poway, CA 92064-6806
www.gainesmfg.com
Keystone (Contemporary)
MB-950BSN Seville (Traditional)
MB-550 Georgian (Traditional)
MB-158 Tuscany (Traditional)
MB-950BRBC Seville (Traditional)
MB-170 Mainstreet (Traditional)
MB-541 Northpointe (Traditional)
MB-970AB Westminster (Traditional)
MB-950WBC Seville (Traditional)
MB-370 Ventura (Traditional)
MB-320 Hamilton (Traditional)
MB-801 Ironsides (Traditional)

MB-384BC Alta Vista (Traditional)
MB-386C Monterey (Traditional)
MB-388B Hillcrest (Traditional)
MB-382T Fremont (Traditional)
MB-386OBR Monterey (Traditional)
MB-380B Sierra (Traditional)
MB-981B Reliant (Locking)
Imperial Mailbox Systems
3901 Norris Ln.
Millbrook, AL 36054-2433
www.imperialmailboxsystems.com
001-01 (Contemporary)
001-04 (Contemporary)
001-06 (Contemporary)
001-07 (Contemporary)
001-08 (Contemporary)
001-09 (Contemporary)
002-00 (Contemporary)
Jamestown Advanced Products, Inc. 2855 Girts Rd.
Jamestown, NY 14701-9666
www.jamestownadvanced.com
56 (Traditional)
49 (Traditional)
54 (Traditional)
23 (Traditional)

## Janzer

9 Chelten Way
Trenton, NJ 08638-5000
www.janzer.com
StoneyBrae (Traditional)
Kaps
6357 Myrtle Grove Rd.
Wilmington, NC 28409-4526
www.quickreachtray.com
910-395-2254
1981 (Small Mailbox Tray Accessory)
1982 (Medium Mailbox Tray Accessory)
1983 (Large Mailbox Tray Accessory)

## Kay Jay Novelties

PO Box 96
Naselle, WA 98638-3780
kayjay@wwest.net
FF0100 (Accessory)

## Letter Locker

21483 Waalewaale Rd.
Apple Valley, CA 92307-1025
www.LetterLocker.com
Supreme Letter Locker (Locking)
Standard Letter Locker (Locking)

## Mailcase

PO Box 241
Miduale, UT 84047-0241
www.mailcase.com

| Organization Information | postal bulletin 22310 (5-5-11) |
| :---: | :---: |
| 801-859-2679 | Solar Group |
| 92107 (Locking) | 107 Fellowship Rd. |
| Mackenzie-Childs LLC | Taylorsville, MS 39168-0525 |
| 3260 State Rd. 90 | www.thesolargroup.com |
| www.mackenzie-childs.com | ST-10 (Traditional) |
| 1000 (Contemporary) | ST-15 (Traditional) |
| Mackenzie Enterprise LLC | E-16 (Traditional) |
| 12391 Broy St. | ST-20 (Traditional) |
| Marcellus, MI 49067-9745 | ST-11 (Traditional) |
| www.themailsig.com | ES15 Estate (Traditional) |
| 20408 OS (Accessory) | ST-16 (Traditional) |
| 20408 ST (Accessory) | PL-10 (Traditional) |
| Mail Systems NW | CENTURY 2000 (Contemporary)CL-1 (Contemporary) |
| 12365 S.W. Tooze Rd. |  |
| Sherwood, OR 97140-7205 | E-11 (Contemporary) |
| http://www.mailsystems.com | RSK (Locking) |
| Belaire 14 (Locking) | A15 (Contemporary) |
| Belaire 16 (Locking) | Gentry (Contemporary) |
| Belaire BR16 (Locking) | PED (Locking) |
| Belaire 20 (Locking) | MB-950BSN Seville (Traditional) |
| Senator 16 (Locking) | MB-550 Georgian (Traditional) |
| Senator 18 (Locking) | MB-158 Tuscany (Traditional) |
| Senator 24 (Locking) | MB-950BRBC Seville (Traditional) |
| Senator XL (Locking) | MB-170 Mainstreet (Traditional) |
| Mailbox Solutions | MB-541 Northpointe (Traditional) MB-970AB Westminster (Traditional) |
| 19350 S.W. 118th Ave. |  |
| Tualatin, OR 97062-7293 | MB-950WBC Seville (Traditional) |
| www.MBXS.com | MB-370 Ventura (Traditional) |
| SteelHead (Locking) | MB-320 Hamilton (Traditional) |
| Columbia (Locking) | MB-801 Ironsides (Traditional) |
| Postal Vault | MB-384BC Alta Vista (Traditional) |
| 4620 Royal Ln. | MB-386C Monterey (Traditional) |
| Dallas, TX 75229-4203 | MB-388B Hillcrest (Traditional) |
| www.posta/vault.com | MB-382T Fremont (Traditional) |
| PV101 (Locking) | MB-386OBR Monterey (Traditional) |
| PV201 (Locking) | MB-380B Sierra (Traditional) |
| PV300 (Locking) | MB-981B Reliant (Locking) |
| PV400 (Locking) | Spring City Electrical Manufacturing Company PO Box 19 |
| Salsbury Industries |  |
| 1010 East $62^{\text {nd }}$ St. | Spring City, PA 19475-0019 |
| Los Angeles, CA 90001-1598 | www.springcity.com |
| www.mailboxes.com | Estate (Contemporary) |
| 4850 (Contemporary) | Step 2 |
| 4855 (Contemporary) | PO Box 2412 <br> Streetsboro, OH 44241-0412 |
| 4325 (Locking) |  |
| 4350 (Locking) | www.step2.com |
| 4375 (Locking) | 5402 (Contemporary) |
| 4550 (Locking) | 5452 (Contemporary) |
| Security Manufacturing | 5317 (Locking)5605 MailMinder (Accessory) |
| 815 S. Main St. |  |
| Grapevine, TX 76051-5535 | Veeders Mailbox <br> 10050 Montgomery Rd. \#324 |
| Trailmaster (Locking) | Cincinnati, OH 45242-5322 |

www.veedersmailbox.com
LGVMB-G (Traditional)
LGVMB-SS (Traditional)
SMVMB-B (Traditional)
SMVMB-SS (Traditional)
Whitehall Products
8786 Water St.
Montague, MI 49431-1204
www.whitehallproducts.com
Whitehall (Contemporary)
Capitol (Contemporary)

## Y'All Got Mail

3088 Ragsdale Dr.
Milan, TN 38358-3420
yallgotmail@charter.net
Y'All Got Mail (Accessory)

## Cluster Box Units and All-Weather Parcel Lockers

During Mailbox Improvement Week, postmasters and managers or their designees must review all cluster box units (CBUs), neighborhood delivery and collection box units (NDCBUs), and outdoor parcel lockers (OPLs) in their delivery areas to identify any hazards or irregularities, and they must record the results of the review.
Note: NDCBUs are not approved for use in new delivery or as replacement units for existing NDCBUs - even when privately purchased. Postal Service officials must not install Arrow locks in new NDCBUs or initiate delivery to NDCBU units installed as replacements.

Upon completing the reviews, keep a copy in your local office and send consolidated copies to the designated growth coordinator for each district. Use PS Form 8143, Equipment Checklist and Followup Review, in conducting and recording the reviews. PS Form 8143 is available in this Postal Bulletin (see Exhibit G on page 52). PS Form 8143 is also available on the PolicyNet website at http:// blue.usps.gov/cpim/; click on Forms. Employees conducting the reviews must complete PS Form 1624, Delivery/Collection Equipment Work Request, for any equipment that poses a safety hazard to postal customers or employees. You can order PS Form 1624 from the MDC using touch-tone order entry (see page 21 for MDC ordering instructions), or download it from the PolicyNet website at http://blue.usps.gov/cpim/. Ordering information for PS Form 1624 is as follows:

| PSIN: | PS1624 |
| :--- | :--- |
| PSN: | $7530-01-000-9392$ |
| Unit of Issue: | SE |
| Quick Pick Number: | N/A |
| Bulk Pack Quantity: | 10,000 |
| Minimum Order: | 100 |
| Price: | $\$ 0.0302$ |

## Equipment Review Procedure

Employees must use the CBU and parcel locker equipment checklist and followup review procedure when examining the condition of CBUs, NDCBUs, and OPLs. You must:

1. List the 5-digit, USPS-marked postal ID number of the unit. This is usually visible on the front or side of the body or pedestal. If a postal ID number is not available, list the unit location, equipment type, and manufacturer in the left-hand column. If you are able to access the back of the unit, list the unit's vendorsupplied serial number. You must distinguish the type listed as an NDCBU or CBU.
2. Assign each checklist item one of the following ratings:
a. OK - Equipment does not need attention for this item.
b. X - Equipment needs attention for this item.
c. NA - Item does not apply to this particular piece of equipment.
3. When examining the equipment, use the instructions below to complete PS Form 8143:
a. Check equipment. All delivery and collection equipment should be straight, vertical, and firmly mounted. For safety concerns, please ensure that customer compartments are facing away from the street (refer to the safety note below) or are oriented such that safe collection and delivery of the mail may occur. Visually verify that four bolts/nuts are firmly in place securing the pedestal to the concrete pad and to the delivery equipment. Apply hand pressure to the top edge of the unit from the front side. While the unit may flex under the load, verify that the pedestal stays firmly mounted to the concrete and that the unit does not separate from the pedestal.
Note: For safety concerns, ensure that customer compartments are located such that customers do not have to stand in the street to access their mail or that letter carriers do not have to stand in the street to deliver mail. Consider all factors of equipment location including setbacks from streets that may allow customer compartments to face the road, but be of such a distance so as not to affect the safe delivery and collection of mail.
b. Check visible welds. Make note of cracked, broken, or rusted welds. For NDCBUs and OPLs only, tap the pedestal with a lightweight hammer, especially along the seams, to check for corrosion from the inside out or perforated corrosion.

UNITED STATES
POSTAL SERVICE ©
FOR IMMEDIATE RELEASE
[Insert Date]

Internet: www.usps.com

## Mailbox Improvement Week Arrives in Time for Spring Cleaning

The U.S. Postal Service ${ }^{\circledR}$ is asking all [city name] homeowners to inspect and repair their mailboxes during Mailbox Improvement Week, May 16-22, says Postmaster [full name].
"Repairing suburban and rural mailboxes improves the appearance of our community and makes delivering and receiving mail safer for our carriers and customers," [last name] says.

The Postal Service ${ }^{\text {TM }}$ makes this annual request because of the wear and tear that occurs to mailboxes every year. "This is especially important after the effects of last winter," [he/ she] adds [if applicable].

Some of the typical activities that may need to be done include:

- Replacing loose hinges on a mailbox door.
- Repainting a mailbox that may have rusted or started peeling.
- Remounting a mailbox post if loosened.
- Replacing or adding house numbers.
"If a homeowner plans to install a new mailbox or replace a worn one, he or she must use only Postal Service-approved traditional, contemporary or locking full/limited service mailboxes," said [last name]. "Customers should be careful when purchasing curbside mail receptacles because the use of unapproved boxes is prohibited. Customers may use a custom-built mailbox, but they must consult with my office to ensure it conforms to guidelines applying to flag, size, strength, and quality of construction."

For more information on the use of names or numbers on mailboxes, or answers to any other questions, contact Postmaster [full name] at [phone number] or call your local postmaster at [phone number].

## Exhibit G

United States Postal Service

## Equipment Checklist and Followup Review



Reviewer's Signature
Date

| Unit Location, Type, and Manufacturer | Caption |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Unit <br> Stability <br> (a) | Pedestal Welds <br> (b) | Master <br> Loading <br> Door(s) <br> (c) | Arrow Lock <br> (d) | Customer <br> Door/ <br> Lock <br> (e) | Exterior Surfaces <br> (f) | Weather Resistance (g) | Unit <br> Housing (If any) <br> (h) | Other <br> (i) |
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c. For CBUs and NDCBUs, observe whether the carrier access door is locked and secure. Open it and observe whether it is bowed or warped and whether the door and locking bar operate smoothly. With the carrier access door open, check whether restraining devices prevent the door from blowing closed. These devices, which may have to be set manually, should be serviceable.
d. Ensure that the Arrow lock operates smoothly and easily and that the mounting hardware is tight. For NDCBUs, CBU parcel doors, and OPLs, the protective cover that shields the Arrow lock from customer tampering must be serviceable and firmly attached.
e. For OPLs, secure the cover that protects the Arrow lock from theft with the proper quantity of tamper-resistant screws.
f. Ensure that all customer access doors are present, closed, and locked with no visible damage or signs of forced entry. Check that customer door numbers are legible.
g. Ensure that the exterior surface of the unit is free from rust and graffiti.
h. Examine the unit. Check it for defects or damage and whether it reflects a proper Postal Service image.
i. Check whether the unit and any protecting structure appears watertight and in good repair. Check whether there are any noticeable watermarks inside the unit or any wet mail.
j. Note any other conditions that require attention. Also, look for signs of vandalism such as pry marks on doors and locks.
4. Record the results of the inspection on the checklist.
5. Submit the completed PS Form 1624 for each unit reviewed to the maintenance office responsible for centralized delivery equipment installation or repair in the area.
Carriers must note equipment deficiencies and report them to the postmaster, supervisor, or designee. The postmaster or designee must then submit PS Form 1624 reporting the equipment defects. In addition, carriers should complete PS Form 1767, Report of Hazard, Unsafe Condition, or Practice, for items that pose an immediate threat to safety, such as an improperly secured or leaning NDCBU/CBU. You can order PS Form 1767 from the MDC using touch-tone ordering procedures (see page 21). Ordering information for PS Form 1767 is as follows:

| PSIN: | PS1767 |
| :--- | :--- |
| PSN: | $7530-01-000-9422$ |
| Unit of Issue: | SE |
| Quick Pick Number: | 141 |
| Bulk Pack Quantity: | 1000 |
| Minimum Order: | 25 |
| Price: | $\$ 0.0615$ |

The postmaster or supervisor must immediately notify by telephone the office responsible for repair of reported hazards. The postmaster or supervisor must follow up to ensure that the work is satisfactorily completed and documented. The office responsible for repair should use its local buying authority to accomplish the repairs.

In January of 1999, the Postal Service announced that NDCBUs cannot be installed for delivery of mail beginning in FY 2000. As previously stated, there are no waivers granted for this policy. Place all orders for CBUs and OPLs against the national contracts listed below. Use eBuy2 to place all orders.

Graffiti on mailboxes? There is a new special soy-based cleaner available through eBuy or the MDC identified as "Cleaner, Grafitti Remover, Collection Box" PSN: 7930-13-000-4764. Cost $\$ 17.41$ per 22 oz. bottle.

This product has proven successful in removing graffiti collection boxes. While most effective on the most current collection boxes treated as graffiti-resistant, this cleaner may still prove effective with legacy equipment that has a good quality paint coating. For older collection boxes, test the product in an inconspicuous spot on the collection box to ensure it does not damage the current paint coating.

For eBuy2 ordering instructions, go to the Postal Service Intranet at http://blue.usps.gov; and in the left-hand column, click eBuy/eBuy2. You may also call 800-USPSHELP for additional help.

## Cluster Box Units

## USPS-B-1118G

## Florence Manufacturing Company

5935 Corporate Dr.
Manhattan, KS 66503-9675
Telephone: 800-275-1747
785-323-4400
Fax: 800-275-5081 (toll-free) 785-323-4470
www.florencemailboxes.com
Unit is powder-coated aluminum.
Contract \#1CDSEQ-11-B-1004 - Place orders through eBuy2.
Note: You must use eBuy2 to purchase supplies from this contract supplier.

## Cluster Box Unit Accessories

Florence Manufacturing Company
5935 Corporate Dr.
Manhattan, KS 66503-9675
Telephone: 800-275-1747
785-323-4400
Fax: 800-275-5081 (toll-free)
785-323-4470
www.florencemailboxes.com
Decorative CBU Accessories
Vogue-Vogue C1 Crown Molding Cap
Vogue-Vogue P114 Short Pedestal Cover
Vogue-Vogue P128 Tall Pedestal Cover
Regency - 1201, Tall Pedestal Cover
Regency - 1202, Short Pedestal Cover
Regency - 1200, Top Cover
Regency - Flame \& Ball, Top Cover Finials
Note: CBU accessories are optional equipment that is intended to enhance the aesthetic appearance of commercially purchased units.

## High Security Cluster Box Units

Florence Manufacturing Company
5935 Corporate Dr.
Manhattan, KS 66503-9675
Telephone: 800-275-1747
785-323-4400
Fax: 785-323-4470
800-275-5081 (toll-free)
www.florencemailboxes.com
Unit is powder-coated aluminum and stainless steel.
Contract \#1CDSEQ-11-B-1004 - Place orders through eBuy2.

## Note:

1) You must use eBuy2 to purchase supplies from this contract supplier.
2) Unit is anodized, painted aluminum. Pedestal is anodized, painted stainless steel.
Contract No. 1CDSEQ-05-B-3001, available on eBuy2.

## Outdoor Parcel Locker (OPL) USPS-B-1116B

## Florence Manufacturing Company

5935 Corporate Dr.
Manhattan, KS 66503-9675
Telephone: 800-275-1747
785-323-4400
Fax: 800-275-5081 (toll-free) 785-323-4470
www.florencemailboxes.com
Contract \#1CDSEQ-11-B-1004 - Place orders through eBuy2.

Note: You must use eBuy2 to purchase supplies from this contract supplier.

## Replacement Pedestals - CBU, NDCBU, and OPL Universal

Florence Manufacturing Company
5935 Corporate Dr.
Manhattan, KS 66503-9675
Telephone: 800-275-1747
785-323-4400
Fax: 800-275-5081 (toll-free)
785-323-4470
www.florencemailboxes.com
NDCBU Universal Pedestal is anodized aluminimum does not fit Superior units
Replacement Pedestal - OPL
Replacement Pedestal - American Locker CBU
Replacement Pedestal - American Locker OPL
Contract \#1CDSEQ-05-B-3001 - Place orders through eBuy2.
Note: You must use eBuy2 to purchase supplies from this contractor.

## Wall-Mounted Centralized Mail Receptacles USPS-STD-4C

USPS-STD-4C was fully implemented on October 6, 2006. All new multi-unit constructions with building permits submitted before October 6, 2006, retain the option of using apartment-style receptacles built to the specifications of USPS-STD-4B+.

All multi-unit construction with building plans submitted on October 6, 2006, or later are required to use wallmounted mail receptacles built and approved to the specifications of USPS-STD-4C.

The receptacles offer:

- Improved compartment security.
- Customer-friendly compartment designs, which allow mail to be placed flat into the compartment.
- Increased ease of use for carriers
- Larger customer compartment capacity for small parcels and rolls (SPRs), small parcels, and large volumes of mail.
- One parcel locker for every 10 customer compartment ratios for installations with 10 customer compartments or more.
- Secure outgoing mail compartments.

The use of USPS-STD-4C boxes is primarily intended for new construction and not as a means of retrofitting existing complexes. However, buildings undergoing significant renovations or rehabilitations may be required to convert to wall-mounted receptacles that are USPS-STD4 C compliant. If these renovations include significant struc-
tural changes and present an opportunity for more complete makeovers, the builders should include 4C receptacles. Buildings that are simply remodeling or changing the outward/surface appearance of the lobby are not considered examples of renovations that would trigger the use of 4C receptacles.

If you have additional questions, contact your area or district growth coordinators for further information, or send an e-mail to www.wallmountedreceptacles@usps.gov.

## Approved Manufacturers

## USPS-STD-4C

## 2BGlobal

16 Technology Dr., Ste. 172
Irvine, CA 92618-2328
Telephone: 800-650-2606

> 949-502-3778

Fax: 949-502-3772
www.2B-Globalmailboxes.com
Front Loader Designs
1 \& 2 High Customer Compartments
Largest Approved Double-Column Unit has 20
(1 High) Customer Boxes
Bommer Industries, Inc.
PO Box +187
Landrum, SC 29356-0187
Telephone: 800-334-1654
864-457-3301
Fax: 864-457-5370
www.bommer.com
Front Loader Designs
1 \& 2 High Customer Compartments
Largest Approved Double-Column Unit has 20 (1 High) Customer Boxes
Florence Manufacturing Company
5935 Corporate Dr.
Manhattan, KS 66503-9675
Telephone: 800-275-1747
785-323-4400
Fax: 800-275-5081 (toll-free)
785-323-4470
www.florencemailboxes.com
Front Loader Designs
Rear Loader Designs
1, 2, 3, \& 4 High Customer Compartments
Largest Approved Double-Column Unit has 20 (1 High)
Customer Boxes

## Jensen Mailboxes

105 Steel Craft Dr.
Hartford, WI 53027-1631
Telephone: 877-597-5671
Fax: 800-991-6121
www.jensenmailboxes.com
Front Loader Designs
1 \& 2 High Customer Compartments

Largest Approved Double-Column Unit has 17 (1 High) Customer Boxes

## Postal Products Unlimited

500 West Oklahoma Ave.
Milwaukee, WI 53207-2649
Telephone: 800-229-4500
www.mailproducts.com
Front Loader Designs
1 High Customer Compartments
Largest Approved Double-Column Unit has 20 (1 High)
Customer Boxes
Salsbury Industries
1010 E. 62 ${ }^{\text {nd }}$ St.
Los Angeles, CA 90001-1598
Telephone: 800-624-5269
Fax: 800-624-5299
www.mailboxes.com
Front Loader Designs
Rear Loader Designs
1, 2, 3, \& 4 High Customer Compartments
Largest Approved Double-Column Unit has 20 (1 High)
Customer Boxes
Security Manufacturing Corp.
815 South Main St.
Grapevine, TX 76051-5535
Telephone: 800-762-6937
817-329-1600
Fax: 817-481-3993
www.securitymanufacturing.com
Front Loader Designs
1 High Customer Compartments
Largest Approved Double-Column Unit has 20 (1 High)
Customer Boxes
Apartment House Mail Receptacles - Horizontal and Vertical
Note: The Postal Service has revised USPS-STD-4B. The new standard is USPS-STD-4C.

For replacement of existing equipment, security enhanced versions of both horizontal and vertical boxes are now available. They are referred to as "USPS-STD4B+" boxes and are designed to fit cleanly into buildings with old USPS-STD-4B boxes.

USPS-STD-4B+ boxes are approved for Postal Service mail delivery for existing indoor installations or existing protected outdoor locations. However, the Postal Service does not approve the purchase of this equipment for new installations and will not install Arrow locks in any such equipment. You may only order replacement parts for Postal Service-owned equipment that was installed in the past.

## Approved Manufacturers

## USPS-STD-4B+

American Device Manufacturing
5935 Corporate Dr.
Manhattan, KS 66503-9675
Telephone: 800-275-1747
785-323-4400
Fax: 800-275-5081 (toll-free)
785-323-4470
www.florencemailboxes.com
Horizontal units only

## American Eagle Mailboxes

3017 Wheelock St.
Dallas, TX 75220-2944
Telephone: 800-488-4810
214-358-5544
Fax: 214-358-2261
www.americaneaglemailbox.com
Horizontal units only
Bommer Industries, Inc.
PO Box 187
Landrum, SC 29356-0187
Telephone: 800-334-1654
864-457-3301
Fax: 864-457-5370
www.bommer.com

## Florence Manufacturing Company

5935 Corporate Dr.
Manhattan, KS 66503-9675
Telephone: 800-275-1747
785-323-4400
Fax: 800-275-5081 (toll-free)
785-323-4470
www.florencemailboxes.com

## Jensen Mailboxes

105 Steel Craft Dr.
Hartford, WI 53027-1631
Telephone: 877-597-5671
Fax: 800-991-6121
www.jensenmailboxes.com
Horizontal units only
Salsbury Industries
1010 E. $62^{\text {nd }}$ St.
Los Angeles, CA 90001-1598
Telephone: 800-624-5269
Fax: 800-624-5299
www.mailboxes.com

## Security Manufacturing Corp.

815 S. Main St.
Grapevine, TX 76051-5535
Telephone: 800-762-6937
817-329-1600
Fax: 817-481-3993
www.securitymanufacturing.com

## Locks

PSIN O910A \& B, O910HS (per USPS-L-1172D), O913A
through K cams, O306P1 (per USPS-L-1294B), 0306A1
and A2, 0306B and D, 0308 (per USPS-K-852H)
CompX Security Products*
200 Old Mill Rd.
PO Box 200
Mauldin, SC 29662-0200
www.compx.com
*Formerly National Cabinet Lock
Contact: Larry Springate
Telephone: 864-286-1696
Fax: 864-286-1698
Contract No. 1CDSEQ-11-B-1005

## Note:

1) In accordance with Helping Hand Issue \#23, return all nonfunctioning Post Office box locks (PSIN O306B, O306D,O308, O306A1 and O306A2) and excess keys, and Rev. E CBU Parcel Locker Locks (PSIN O306P, see MMO-123-06 and Postal Bulletin 22204 (4-12-07, pages 93-94), reorder using PSIN O306P1), to CompX at the address shown below. This should now include Armor Safe Corporation (ASC) and Royal (RL) Post Office box locks needing replacement keys, which were previously returned to the Mail Equipment Shop.

Lock Refurb Program
CompX Security Products
PO Box 200
Mauldin, SC 29662-0200
2) The preferred method to order locks is from eBuy2, Suppplier - MDIMSCAT, which is the Topeka Material Distribution Center. Use the following information to order locks:

> Material Distribution Center
> Attn. Supply Requisitions
> 500 S.W. Gary Ormsby Dr.
> Topeka, KS 66624-9702
> e-mail: mdc.customerservice@usps.gov
> TTOE: 800-273-1509
> Option 1, followed by option 2

## Licensing

USPS licenses two products of USPS-approved delivery and collection equipment for sale to customers other than USPS itself: a) customer compartment locks (O910A and B) used in centralized delivery equipment, and b) the CBU, which, when combined with the 0910 lock, surpasses a required security level. Commercial manufacturers who wish to become licensed suppliers of either the O910 lock (USPS-L-1172D) or the CBU (USPS-B-1118G) should contact the following office for application procedures.

## USPS Licensing Contact

Delivery Team Licensing
PO Box 27496
Greensboro, NC 27498-0001

## Current O910 Lock Licensee

Compx Security Products*
200 Old Mill Rd.
PO Box 200
Mauldin, SC 29662-0200
www.compx.com
*Formerly National Cabinet Lock
Telephone: 864-286-1696
Fax: 864-286-1698
License Number: 1CDSEQ-08-B-0011

## Current CBU Licensee

Florence Manufacturing Company
5935 Corporate Dr.
Manhattan, KS 66503-9675
Telephone: 800-275-1747
785-323-4400
Fax: 800-275-5081 (toll-free)
785-323-4470
www.florencemailboxes.com
Unit is powder-coated aluminum in a choice of six colors: Sandstone, Black, Bronze, White, Green, and Postal Gray
License Number: 1CDSEQ-08-B-0012

## Salsbury Industries

1010 E. $62^{\text {nd }}$ St.
Los Angeles, CA 90001-1598
Telephone: 800-624-5269
Fax: 800-624-5299
www.mailboxes.com
Unit is powder-coated aluminum in a choice of five colors: Sandstone, Black, Bronze, White, and Green
License Number: 1CDSEQ-08-B-0026
Postal Products Unlimited, Inc.
500 West Oaklahoma Ave.
Milwaukee, WI 53207-2649
Telephone: 800-229-4500
Fax: 414-290-1575
www.mailproducts.com
License Number: 1CDSEQ-10-B-0011

## State and Local Regulations

Some states have enacted laws that are more stringent and specific about the type of mailbox that may be used, the post or support that must be used to mount the mailbox, and the location of the delivery equipment. Regulations and recommendations published in this notice might not reflect appropriate requirements for your area. When providing guidance to the general public concerning mailbox placement and replacement, advise them not only of Postal Service regulations but also of any mailbox regulations that you know have been enacted by state or local authorities. Further information is available from the following:

American Association of State Highway
and Transportation Officials
444 N. Capitol St. N.W., Ste. 249
Washington, DC 20001-1512
Federal Highway Administration
Office of Highway Safety HHS-10
$4007^{\text {th }}$ St. S.W.
Washington, DC 20590-0003

## Publicity

Postmasters must give these guidelines and suggestions maximum local publicity. Consult your area Public Affairs and Communications representative for further guidance and assistance in publicizing Mailbox Improvement Week. The news release on page $\underline{51}$ is provided for postmasters to distribute to daily or weekly newspapers or broadcast stations in their delivery area to promote Mailbox Improvement Week. Retype the press release, doublespaced, on Postal Service letterhead. You may also find it helpful to alert the media to locations of particularly interesting mailboxes in your delivery area.

## Responsibility

Motorized city, rural, and highway contract box delivery route carriers must cooperate to ensure the success of this endeavor, and later report the results to the postmaster. In addition, postmasters should use the most up-to-date list of manufacturers and mailbox suppliers when providing motorized city, rural, and highway contract box delivery route customers with information about the type of box to install.

## Human Resources

## RIF Competitive Areas for the Postal Service

The Postal Service ${ }^{\text {TM }}$ divides its organizational structure into multiple competitive areas for reduction in force (RIF) purposes. Competitive areas are established based on organizational factors (separate operation, work function, staff, and personnel management authority) and geograph-
ical location factors. During the RIF process, an employee can be assigned only to a position in his or her competitive area. Listed below are the Postal Service's competitive areas as of May 5, 2011.

| Organization | Office | Competitive Area |
| :---: | :---: | :---: |
| Headquarters | Office of the Postmaster General Chief Executive Officer | Separate |
|  | Office of the Deputy Postmaster General | Separate |
|  | Office of the Judicial Officer | Separate |
|  | Office of the Chief Postal Inspector | Separate |
|  | Each Executive Vice President's Office | Separate |
|  | Each Senior Vice President's Office | Separate |
|  | Each Vice President's Organization | Separate |
|  | Each President's Organization | Separate |
| Headquarters-Related Organization - Organizational Type | Each Accounting Service Center | Separate |
|  | Each Communications Service Center ${ }^{1}$ | Separate |
|  | Each Equal Employment Opportunity (EEO), Compliance and Appeals Region ${ }^{1}$ | Separate |
|  | Each Facilities Service Office | Separate |
|  | Each Field Counsel Unit ${ }^{1}$ | Separate |
|  | Each Inspection Service DCI Field Operations Unit ${ }^{1}$ | Separate |
|  | Each Inspection Service Investigations Service Center ${ }^{1}$ | Separate |
|  | Each Inspection Service Division ${ }^{1}$ | Separate |
|  | Each Sales Field Office (Grouped by Area) | Separate |
|  | Each National Preparedness Office ${ }^{1}$ | Separate |
| Unique Organization Separate Competitive Area | Address Management, Memphis, TN | Separate |
|  | Raleigh IT Support Site | Separate |
|  | Eagan IT Support Site | Separate |
|  | San Mateo IT Support Site | Separate |
|  | Distinct Eagan/San Mateo IT Site ${ }^{3}$ | Separate |
|  | Wilkes-Barre Solutions Center | Separate |
|  | Saint Louis Solutions Center | Separate |
|  | Accounting Center Support, Saint Louis, MO | Separate |
|  | Human Resources Shared Service Center, Greensboro, NC | Separate |
|  | National Center for Employee Development, Norman, OK | Separate |
|  | Maintenance Technical Support Center, Norman, OK | Separate |
|  | Stamp Fulfillment Services, Kansas, KS | Separate |
|  | Pricing and Classification Service Center, New York, NY | Separate |
|  | Asset Management, Topeka, $\mathrm{KS}^{2}$ | Separate |
|  | EEO Services, Tampa, FL | Separate |
| Unique Organization - Part of Another Competitive Area | Mail Recovery Center, Atlanta, GA | Supply Management, National HQ, Washington, DC |
|  | Employee, Financial \& Tactical Services CMC, Aurora, CO | Supply Management, National HQ, Washington, DC |
|  | Each Transportation Contract Management Team (CMT) | Supply Management, National HQ, Washington, DC |
|  | Telecom \& IT Hardware CMC, Greensboro, NC | Supply Management, National HQ, Washington, DC |
|  | Mail Equipment Shop, Washington, DC | Supply Management, National HQ, Washington, DC |


| Organization | Office | Competitive Area |
| :---: | :---: | :---: |
|  | Facility Services Category Management Center (CMC), Windsor, CT | Supply Management, National HQ, Washington, DC |
|  | Each Stamp Distribution Center | Supply Management, National HQ, Washington, DC |
|  | Career Development Division Inc., Potomac, MD | Inspection Service, National HQ, Washington, DC |
|  | Technical Service Division Inc, Dulles, VA | Inspection Service, National HQ, Washington, DC |
|  | William F. Bolger Center for Leadership Development, Potomac, MD | Exec. VP \& Chief HR Officer, National HQ, Washington, DC |
|  | Customer Products and Fulfillment CMC, Aurora, CO | Supply Management, National HQ, Washington, DC |
|  | Vehicles \& Delivery/Industrial Equipment CMC, Philadelphia, PA | Supply Management, National HQ, Washington, DC |
|  | Forensic Laboratory Services, Dulles, VA | Inspection Service, National HQ, Washington, DC |
| Field Organizations | Each Air Mail Center | Separate |
|  | Each Air Mail Facility | Separate |
|  | Each Area Office | Separate |
|  | Each Network Distribution Center (NDC) | Separate |
|  | Each District Office | Separate |
|  | Each Vehicle Maintenance Facility (VMF) | Separate |
|  | Each Independent Delivery Distribution Center | Separate |
|  | Each Independent Surface Transfer Center (STC) | Separate |
|  | Satellite International Service Center | Separate |
|  | Each International Service Center (ISC) | Separate |
|  | Each Post Office | Separate |
|  | Each Logistics and Distribution Center (L\&DC) | Separate |
|  | Each Processing and Distribution Center (P\&DC) | Separate |
|  | Each Processing and Distribution Facility (P\&DF) | Separate |
|  | Each Remote Encoding Center (REC) | Separate |
|  | Each Senior Processing and Distribution Center | Separate |
| 1 Some units located in the Washington, DC, commute area and Headquarters domiciled employees may be part of the parent national Headquarters organization competitive area. |  | Operating Asset Management Fulfillment; and National Material Customer Service Center. |
| Inc/uding: Asset Management Planning; Process Improvement \& Analytics; Label Print Center; Topeka, Material Distribution Center; | ning; Process Improvement \& Computing Facilities; IT Corp. He <br> ka, Material Distribution Center; and MRCO Distributed Systems, | ip Desk; IT Corp. Help Desk Staff, San Mateo. |

- Complement, Staffing \& Field Policy, Human Resources, 5-5-11


## Intelligent Mail and Address Quality

## Post Office Changes

| $\begin{aligned} & \text { Old/ } \\ & \text { New } \end{aligned}$ | Finance No. | $\begin{array}{\|l\|} \hline \text { ZIP } \\ \text { Code } \end{array}$ | State | P.O. Name | County/ Parish | Station/Branch/ Unit | Unit Type | Effective Date | Comments |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Old New | $\begin{aligned} & 05-6768 \\ & 05-6768 \end{aligned}$ | $\begin{aligned} & 92102 \\ & 92102 \end{aligned}$ | $\begin{aligned} & \mathrm{CA} \\ & \mathrm{CA} \end{aligned}$ | San Diego <br> San Diego | San Diego <br> San Diego | George Washington Main Office | Classified Station Post Office | 02/18/2011 <br> 02/18/2011 | Classified station discontinued. Retain ZIP Code. ${ }^{\text {TM }}$ Continue to use San Diego CA 92102 as last line of address. |
| Old New | $\begin{aligned} & \hline 18-9459 \\ & 18-8406 \end{aligned}$ | $\begin{aligned} & 52355 \\ & 52355 \end{aligned}$ | $\begin{aligned} & \text { IA } \\ & \text { IA } \end{aligned}$ | Webster South English | Keokuk Keokuk | Main Office Webster | Post Office Place Name | $\begin{aligned} & \hline 04 / 15 / 2011 \\ & 04 / 16 / 2011 \end{aligned}$ | Post Office ${ }^{\text {TM }}$ discontinued. Retain ZIP Code. Establish a place name. Continue to use Webster IA 52355 as last line of address. |
| Old New | $\begin{aligned} & \hline 18-6219 \\ & 18-6219 \end{aligned}$ | $\begin{aligned} & 52312 \\ & 52312 \end{aligned}$ | $\begin{array}{\|l} \hline \text { IA } \\ \text { IA } \end{array}$ | Morley Morley | Jones Jones | Main Office Main Office | Post Office Post Office | 03/26/2011 | This announcement expands the use of ZIP Code 52312 to include delivery. |

$\left.\begin{array}{l|l|l|l|l|l|l|l|l|l}\hline \begin{array}{l}\text { Old/ } \\ \text { New }\end{array} & \begin{array}{l}\text { Finance } \\ \text { No. }\end{array} & \begin{array}{l}\text { ZIP } \\ \text { Code }\end{array} & \text { State } & \text { P.O. Name } & \begin{array}{l}\text { County/ } \\ \text { Parish }\end{array} & \begin{array}{l}\text { Station/Branch/ } \\ \text { Unit }\end{array} & \text { Unit Type } & \begin{array}{l}\text { Effective } \\ \text { Date }\end{array} & \begin{array}{l}\text { Comments }\end{array} \\ \hline \text { Old } & 38-1792 & 43205 & \text { OH } & \text { Columbus } & \text { Franklin } & \text { Old Towne } & \begin{array}{l}\text { Classified } \\ \text { Station } \\ \text { Pew }\end{array} & 38-1792 & 43205 \\ \text { OH } & \text { Columbus } & \text { Franklin } & \text { Main Office }\end{array} \begin{array}{l}\text { 02/25/2011 }\end{array} \begin{array}{l}\text { Classified station } \\ \text { discontinued. Retain ZIP } \\ \text { Code. Continue to use } \\ \text { Columbus OH 43205 as } \\ \text { last line of address. }\end{array}\right]$

- Address Management, Product Information, 5-5-11


## Mailing and Shipping Services

## Mail Alert

The mailings below will be deposited in the near future. Offices should honor the requested home delivery dates. Mailers wishing to participate in these alerts, for mailings of 1 million pieces or more, should contact Business Service Network Integration at 202-268-3258 at least 1 month preceding the requested delivery dates. The Postal Service ${ }^{\text {TM }}$
also offers electronic Mail Alerts via ADVANCE. For more information, see the ADVANCE Notification \& Tracking System Technical Guide on the Internet at http:// ribbs.usps.gov/advance/documents/tech_guides/
advtech.pdf or contact the National Customer Support Center at 800-238-3150.

| Requested Delivery Dates | Title of Mailing | Class and <br> Type of Mail | Number of Pieces (Millions) | Distribution | Presort Level | Comments |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 5/9/11-5/11/11 | jcp - Wk 15 Ready, Set Sale | Standard Letter | 10.2 | National | Car-Rt | Harte-Hanks/RRD |
| 5/9/11-5/12/11 | RAC - May "Big Blue" Monthly JPC | Standard Letter | 3.0 | National | 3/5 Digit | Freedom Graphics Systems |
| 5/12/11-5/14/11 | jcp - Wk 16 Mango | Standard Letter | 8.0 | National | Car-Rt | Harte-Hanks/RRD |
| 5/19/11-5/21/11 | $\begin{aligned} & \text { jcp - Wk } 17 \text { Friends \& } \\ & \text { Family } \end{aligned}$ | Standard Letter | 20.8 | National | Car-Rt | Harte-Hanks/RRD |
| 5/19/11-5/21/11 | jcp - Wk 17 Little Red Book | Standard Letter | 4.1 | National | Car-Rt | Harte-Hanks/RRD |
| 5/19/11-5/21/11 | jcp - Wk 17 Men’s Essentials | Standard Flat | 2.8 | National | Car-Rt | Harte-Hanks/RRD |

## Retail

## Stamps by Mail - Brochure Ordering Information

This article publishes the Stamps by Mail ${ }^{\circledR}$ (SBM) print run cutoff schedule for fiscal year (FY) 11. Each date has a designation whether it is for the year-round (YR) brochure or the holiday (HOL) brochure. The remaining FY 11 print cycle cut-off dates are as follows:

- May 20, 2011 (YR).
- June 24, 2011 (YR).
- August 19, 2011 (HOL).

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

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

Cyril Scott Company
PO Box 627
Lancaster, OH 43130-0627
Telephone: 800-466-0455
Fax: 740-689-0210
You can find this form at http://blue.usps.gov; click Forms, and then select the form by number. A copy of this form appears on page 62 in this Postal Bulletin.

The cost per unit of 500 is $\$ 12.00$. This cost includes overprinting the address of the fulfillment office placing the order. You may pay for orders (under $\$ 10,000$ ) with local IMPAC credit cards, checks, or money orders. However, Cyril-Scott Company cannot process the order until it receives payment. Local eBuy procedures may also apply
(refer to local procurement procedures). Cyril-Scott Company must receive orders placed by mail by close of business the day of the print run cut-off date listed here. Orders received after the cut-off date will be processed the next print run date.

All local Post Offices ${ }^{\text {TM }}$ and centralized sites should follow the ordering instructions contained within this article and utilize local funds.

## For Orders Exceeding \$10,000

Use eBuy to process both centralized and decentralized brochure orders that exceed \$10,000.00. In the Purchasing Method field, select "Route Req to Supply Mgmt," then in the After Approval Route field, select "Eastern Services CMC (Memphis, TN)." Include completed PS Form 3227-O with imprint information with the eBuy order.
Note: These approved eBuy orders must be received by Supply Management at least 10 days prior to a published run cut-off date to be included in that run.

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

- Retail Access Channels, Channel Access, 5-5-11


1. Imprint Address (Where order is sent for fulfillment - MUST include ZIP + 4)
$\qquad$

2 \& 3. Return Address (MUST include ZIP + 4)

## Payment Information

Orders over $\$ 10,000$ : Submit this form with an approved eBuy 2 to Supply Management. To route the request in eBuy2, click Route to Supply Management as the Purchasing Method; then select Eastern Services CMC from the menu.
Orders $\$ 10,000$ and under: Notify the Cyril-Scott Co. immediately if there are any credit card changes within 30 days after the print cycle cutoff date.
Shipping and Delivery: Orders ship within 35 calendar days after brochures are printed (see brochure print schedule in the first edition of the Postal Bulletin printed each month). Delivery time varies depending on the destination.
If shipment is more than 20,000 forms ( 40 packs), enter finance number to be charged for transportation costs: $\qquad$


## Stamps/Philately

## Pictorial Postmarks Announcement

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

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

All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail ${ }^{\circledR}$ postage. Items submitted for postmark may not include
postage issued after the date of the requested postmark. Such items will be returned unserviced.

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

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

The following pictorial postmark has been extended for 30 days:


April 14, 2011
United States Postal Service
The Go Green Station
Postmaster
PO Box 9998
Downtown Station, KY 40203-9998

May 8, 2011-January 1, 2012
United States Navy FPO
Centennial of Naval Aviation Post Office Station
Fleet Post Office Clerk

|  | USS Abraham Lincoln CVN 72 FPO AP 96612-2872 | USS George HW Bush CVN 77 <br> FPO AP 09513-2803 | USS Nimitz CVN 68 <br> FPO AP 96620-2820 |
| :---: | :---: | :---: | :---: |
| Centennial of Naval Aviation Post Office Station <br> 2man 100 | USS Carl Vinson CVN 70 <br> FPO AP 96629-2840 | USS George Washington CVN 73 <br> FPO AP 96650-2801 | USS Ronald Reagan CVN 76 FPO AP 96616-2876 |
|  | USS Dwight Eisenhower CVN 69 FPO AP 09532-2830 | USS Harry S. Truman CVN 75 FPO AP 09524-2875 | USS Theodore Roosevelt CVN 71 FPO AP 09599-2871 |
|  | USS Enterprise CVN 65 FPO AP 09543-2810 | USS John C. Stennis CVN 74 FPO AP 96615-2874 |  |

May 8, 2011
Universal Ship Cancellation Society
Centennial of Naval Aviation Post Office Station

|  | Midway Philatelic Clerk | Postmaster | Postmaster |
| :---: | :---: | :---: | :---: |
|  | 11251 Rancho Carmel Dr. | PO Box 9998 | 190 Janaf Shopping Center |
|  | San Diego, CA 92199-9998 | Key West, FL 33040-9998 | Norfolk, VA 23502-9998 |
| Naval Alr Station North Island May 8, 2011 San Diego CA 92113 |  |  | Postmaster |
|  | Postmaster | Postmaster | PO Box 9998 |
|  | 900 Brentwood Rd., NE | 1400 West Jordan St. | Virginia Beach, VA |
|  | Washington, DC 20018-9998 | Pensacola, FL 32508-9998 | 23620-9998 |
|  | Postmaster |  |  |
|  | 8700 Astronaut Blvd. | Pictorial Postmarks | Postmaster |
|  | Cape Canaveral, FL | PO Box 449992 | 1080 W. Lexington |
|  | 32920-9998 | Kansas City, MO 64144-9992 | Oak Harbor, WA 98278-9998 |
|  | Postmaster | Postmaster |  |
|  | 1100 Kings Rd. | 133 U.S. Hwy. 70 W |  |
|  | Jacksonville, FL 32203-9998 | Havelock, NC 28532-9998 |  |


|  |  |  |  |
| :---: | :---: | :---: | :---: |
|  | City of Pittsfield | JIIZZ FEST STATIOM <br> April 29, 2011 <br> New Orleans T.A 70119 | New Orleans Jazz \& Heritage Foundation |
| PITTSFEELD 25OTH ANNIVERSARY STATION | Pittsfield $250^{\text {th }}$ Anniversary <br> Station <br> Postmaster <br> 212 Fenn St. <br> Pittsfield, MA 01201-9998 |  | Jazz Fest Station Postmaster PO Box 50336 New Orleans, LA 70150-0336 |
| MARSAUS FAMMLY STATIOTI <br> April 28, 2011 <br> New Orleaws LA 70117 | April 28, 2011 |  | April 30, 2011 |
|  | New Orleans Jazz \& Heritage Foundation |  | Jazz Museum <br> Historical Jazz District |
|  | Marsalis Family Station Postmaster PO Box 50336 New Orleans, LA 70150-0336 |  | Station <br> Postmaster <br> 2201 East Truman Rd. <br> Kansas City, MO <br> 64127-9998 |
|  |  |  | May 2, 2011 |
|  | April 29, 2011 |  | United States Postal Service |
|  | Berkshire Stamp Club <br> Berkshire Stamp Club <br> Station <br> Postmaster <br> 212 Fenn St. <br> Pittsfield, MA 01201-9998 | Motorcycle Awareness Station | Motorcycle Awareness <br> Station <br> Postmaster <br> 303 Main St. <br> Safety Harbor, FL 34695-9998 |



May 5, 2011
U.S. Postal Service

Latin Music Legends Station
Postmaster
PO Box 9998
Coppell, TX 75099-9998

May 5, 2011

May 5-8, 2011
New Orleans Jazz \& Heritage Foundation
Jazz Fest Station
Postmaster
PO Box 50336
New Orleans, LA
70150-0336

May 6, 2011
May 4, 2011
United States Postal Service
Sun City Motorcycle
Awareness Station
Postmaster
9802 W. Bell Rd.
Sun City, AZ 85351-9998

May 4, 2011
Dayton Stamp Club
First Day of Sale Station Postmaster
PO Box 9998
Dayton, OH 45401-9998

United States Postal Service
The Purple Heart Station
Postmaster
PO Box 9998
Floyds Knobs, IN
47119-9998

Oklahoma Steam Threshers
Steam Engine Park Station 658 Illinois St.
Pawnee, OK 74058-9998

|  | May 6, 2011 |
| :--- | :--- |
|  | United States Postal Service |
|  | Pioneer Day Station |
| GIONEER DAY STATION |  |
| May 6, 2011 |  |$\quad$| Postmaster |
| :--- |

May 7, 2011
United States Postal Service
Neon Celebrate Forever Station Postmaster 313 E. Broadway Glendale, CA 91209-9998

May 7, 2011
Sino-American Philatelic Center
NECO Ceremony Station Special Events 210 8 $^{\text {th }}$ Avenue, Rm. 4202H New York, NY 10199

May 7, 2011
Allaire Village Historical Society
Allaire Village Station
Postmaster
66 Main St.
Farmingdale, NJ 07727

May 8, 2011


Universal Ship Cancellation Society
Airships Station
Postmaster
1 Brown Ave.
Lakehurst, NJ 08733

May 10-15 and 19-21, 2011
National Road Festival Station


Old Petersburg-Addison Historical Society
National Road Festival
Station
Postmaster
PO Box 9998

Addison, PA 15411-9998


May 11, 2011
United States Postal Service
Dawson Dragon Station
Postmaster
218 Juniper St.
Welch, TX 79377-9998

May 11, 2011


White Mountain Sheriff's Posse
Pony Express Station
Postmaster
1815 W. Jackson Ln. Lakeside, AZ 85929-9998

May 13, 2011
Rochester Philatelic Association
ROPEX Station
Supervisor Customer
Service Support
1335 Jefferson Rd.
Rochester, NY 14692-9998

May 14, 2011


United States Postal Service
Zillah Centennial Station
Postmaster
$6082^{\text {nd }}$ Ave.
Zillah, WA 98953-9998

May 14, 2011


Sucker Day Committee
Sucker Day Station Postmaster 404 W. South St. Nixa, MO 65714-9998



May 14, 2011
St. Albans Historical Society
Founders Day Station
Postmaster
431 B St.
St. Albans, WV 25177-9998


May 14, 2011
Vermont State Stamp Club
Vermont State Show Station
Postmaster
52 Main St.
North Bennington, VT
05257-9998


May 14, 2011
Wapiti School
Wapiti School Station
Postmaster
PO Box 9998
Wapiti, WY 82450-9998


May 14, 2011
United States Postal Service
Syttende Mai Station
Postmaster
246 Main St.
Stoughton, WI 53589-9998


May 14, 2011
Paron Community Center
Mayfest Station
Postmaster
22560 Hwy. 9
Paron, AR 72122-9998


May 14, 2011
Pier Centennial Committee
Anna Maria City Pier
Centennial Celebration Station Postmaster
PO Box 9998
Anna Maria, FL 34216-9998

May 14, 2011
Concerned Motorcyclists of Tennessee
Motorcycle Awareness
Station
Postmaster
206 Skyline Circle
Dickson, TN 37055-9998

May 15, 2011
Rochester Philatelic Association ROPEX Station Supervisor Customer Service Support 1335 Jefferson Rd. Rochester, NY 14692-9998

May 15, 2011
United States Postal Service
$150^{\text {th }}$ Anniversary Memorial Station
Postmaster PO Box 9998 Mechanicville, NY 12118-9998

May 18, 2011
Longnecks Restaurant
Motorcycle Awareness Station
Postmaster 100 South Main St. Marshall, NC 28753-7479

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

Customers have 60 days to obtain the first day of issue postmarks by mail. They may purchase new stamps at their local Post Office ${ }^{\text {TM }}$, by telephone at 800-STAMP-24, or at The Postal Store ${ }^{\circledR}$ website at $w w w . u s p s . c o m / s h o p$.

## Traditional Postmarks

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

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

## Digital Color Postmarks

Only select stamp issues offer a digital color postmark. Customers may submit \#6 or \#10 envelopes constructed of paper rated as "laser safe." The Postal Service recommends envelopes of 80 -pound Accent Opaque, acid-free, $9 / 16$ " side seams with no glue on the flap. The maximum
size of all digital color postmarks is 2 " high $\times 4$ " long. Allow sufficient space on the envelope to accommodate the postmark. Do not use self-adhesive labels for addresses on the envelope. Two test envelopes must be included. There is a minimum of 10 envelopes at 50 cents per postmark required at the time of servicing. Customers should submit a check, money order, or credit card for payment.

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

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

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


| Digital Color Pictorial | Wedding Cake Stamp <br> Special Cancellations <br> PO Box 92282 <br> Washington, DC 20090-2282 <br> $2.2099 \times 1.5994$ inches | June 11, 2011 |
| :---: | :---: | :---: |
| Black and White Pictorial | The Civil War: 1861 Stamp Postmaster 7075 Cross County Road Charleston, SC 29423-9998 $2.6594 \times 1.0503$ inches | June 13, 2011 |
|  | The Civil War: 1861 Stamp <br> Postmaster <br> 7075 Cross County Road <br> Charleston, SC 29423-9998 <br> $2.4279 \times 1.2345$ inches | June 13, 2011 |
| Black and White Pictorial | Go Green Stamp <br> Special Cancellations <br> PO Box 92282 <br> Washington, DC 20090-2282 <br> $2.5467 \times 1.2726$ inches | June 14, 2011 |
|  | Go Green Stamp <br> Special Cancellations <br> PO Box 92282 <br> Washington, DC 20090-2282 <br> $2.7437 \times 1.2562$ inches | June 14, 2011 |
| Wedding) Rases <br> FIRST DAY OF ISSUE AFRIL 21,2011. WASHINGTON, DC 20066 Digital Color Pictorial | Wedding Rose Stamp <br> Special Cancellations <br> PO Box 92282 <br> Washington, DC 20090-2282 <br> $2.6029 \times 1.3173$ inches | June 21, 2011 |
| Digital Color Pictorial | Helen Hayes Stamp <br> Special Cancellations PO Box 92282 <br> Washington, DC 20090-2282 <br> $2.3617 \times 1.1643$ inches | June 27, 2011 |
| Grearminas- <br> CRECORY PECK <br> LEGENDS OF HOLLYWOOD <br> FIRST DAY OF ISSUE <br> APRIL 28, 2011 \| BEVERLY HILLS, CA 90210 <br> Black and White Pictorial | Gregory Peck Stamp <br> Los Angeles Marketing Department 7001 S. Central Ave., \#307 <br> Los Angeles, CA 90052-9998 <br> $2.3564 \times 1.1561$ inches | June 28, 2011 |


|  | Gregory Peck Stamp <br> Los Angeles Marketing Department 7001 S. Central Ave., \#307 <br> Los Angeles, CA 90052-9998 <br> $3.0749 \times 1.3284$ inches | June 28, 2011 |
| :---: | :---: | :---: |
| FIRST DAY OF ISSUE <br> MERCURY PROJECT ㅡㅡㅇ MESSENGER MISSION <br> - MAY 4, 2011 | Mercury Project/MESSENGER <br> Mission Stamp <br> 1538 Harrison St. <br> Kennedy Space Center, FL 32815-9998 | July 3, 2011 |
| Digital Color Pictorial | $2.8455 \times 1.3857$ inches |  |
| FIRST DAY OF ISSUE <br> Black and White Pictorial | Indianapolis 500 Stamp <br> Postmaster <br> 125 West South St. <br> Indianapolis, IN 46206-9998 <br> $1.8275 \times 1.4648$ inches | July 20, 2011 |
| Digital Color Pictorial | Indianapolis 500 Stamp <br> Postmaster <br> 125 West South St. <br> Indianapolis, IN 46206-9998 <br> $1.8117 \times 1.4649$ inches | July 20, 2011 |
|  | Garden of Love Stamp <br> Postmaster <br> 6815 Central Ave. <br> Crestwood, KY 40014-9998 | July 22, 2011 |
| Digital Color Pictorial | $2.5549 \times 1.2266$ inches |  |

## Supply Management

## Voyager eFleet Card Reconciliation Report and Training

## Delinquent Reconciliation Report

Effective May 2, 2011, the new Delinquent Reconciliation Report will be available for use within the Voyager eFleet card system. This new report checks each office with assigned eFleet cards, and reports reconciliations not completed within the current requirement of 30 days. Sar-banes-Oxley Act (SOX) field audit teams are reviewing these discrepancies through regular, unscheduled site visits and via a SOX scorecard report that is currently being sent to district and area managers. To access this report for your office, go to the eFleet home page at https:// fams.usps.gov/eFuel. After you sign in, select eFleet, and then Delinquent Reconciliation Report, located on the upper right side of the home page. Also, a future link will be provided from the Welcome to FAMS sign-in page. The following information is available with drill-down capability to the finance number level:

- Total dollars transacted.
- Total dollar value of delinquent unreconciled transactions.
- Percent of total dollars delinquent and unreconciled.
- Total number of transactions.
- Total number of delinquent unreconciled transactions.
- Percentage of total delinquent unreconciled transactions.
- Ability to drill into delinquent business area (BA), districts or finance numbers.
Data for a given month is not posted to the Delinquent Reconciliation Report until 30 days after the close of the month. After 30 days, invoices not marked as reconciled in FAMSeFleet are considered delinquent, and appear on the Delinquent Reconciliation Report and are reported to area and Headquarters Finance managers. These transactions will continue to remain marked as delinquent even if subsequently reconciled during the 30-day period.
With the implementation of this new 30-day reporting process, historical data reporting delinquencies based on the previous 60-day reconciliation requirement will no longer be retained in the eFleet system (where data goes back to Fiscal Year 2007). If an office wishes to keep the older data, it must archive it by downloading the requested data by using the Excel download button on the page. After May 2,
the system will only maintain data based on the new 30-day reconciliation requirement.


## Voyager eFleet Card Site Manager Training

Voyager eFleet card training is available in the Postal Service ${ }^{\text {TM }}$ Learning Management System (LMS) at https:// blue.usps.gov/wps/portal/!ut/p/.scr/Login. This training explains the history and operation of the eFleet card and provides instructions on how to manage and reconcile purchases made with the card.
The responsibility for reconciliation and fraud prevention continues to rest with each site manager; therefore, each site manager must take this training. Newly assigned site managers must also take this training prior to any eFleet reconciliation activities. Additionally, any individual charged with reconciling eFleet card activities must take this training.
To book this course, do the following:

- Log into the LMS.
- Go to the learning portal.
- In the search box on the upper left, enter the course number 10019126.
- Select "Find," and the course specifics will populate on the right-hand side.
- Request participation in the course, and start the course.
Your training record will be registered in LMS; however, you must complete every page and every activity of the training in order to get credit. It is important that when completing an LMS eLearning course that you do not confirm completion until the system shows you have completed 100 percent of the course. Confirming prior to the system verifying 100 percent completion may result in the system recording the course as a failure in your training history. When Learning Progress shows 100 percent, click the confirm completion link to receive course credit. Field audits are scheduled to begin in May, so take the training now!
If you have questions, contact Kimya Moore at 202-2688525 or Donald Perrin at 202-268-2110.
- SCM Strategies,

Supply Management, 5-5-11


