# uspspostal|bulletin 

## Pick Your Language: USPS. com ${ }^{\circ}$ Now in Spanish and Simplified Chinese



Imprimir una etiqueta de envio
Qué se necesita:

- Una impresora común
- Papel común
- Un sobre o paquete


## Qué se debe hacer

1 Elija un servicio de envio
2 Agregue servicios adicionales.
3 Imprima la etiqueta.
4 Adhiérala a su correo.


$\square$


Oficina postal en un pueblo Hemos anpliaso el acces
provectos y wevicis)


Lo nuevo en USPS.com ${ }^{8}$ Ver is sctulutroc

Disfrute de las fiestas

andaran

See page 3
$\qquad$

4। Price Change
76I W4 Completion
79| RIF Areas

## Contents

COVER STORY

Pick Your Language: View USPS.com in Spanish
or Simplified Chinese ..... 3
FIELD INFORMATION KIT:
JANUARY 22, 2012, DOMESTIC AND INTERNATIONAL SHIPPING SERVICES PRICE CHANGE ..... 4
POLICIES, PROCEDURES, AND FORMS UPDATES
Manuals
DMM Revision: Domestic Shipping Services Pricing and Mailing Standards Changes ..... 9
DMM Revision: Products Mailable at Nonprofit Standard Mail Prices ..... 32
DMM Revision: Express Mail Domestic Postage
Refund Policy and Waiver of Signature ..... 33
DMM Revision: Priority Mail Commercial Plus
Cubic Packaging Alternatives - Clarification ..... 53
IMM Revision: Changes to Pricing and Mailing
Standards for International Shipping Services ..... 54
IMM Revision: Product and Price Changes for International Mailing Services ..... 63
HandbooksHandbook F-101 Revision: New AccountIdentifier Code 255, Treasury Check Cashing Fee . . . . . . . 65Handbook AS-353 Revision: Expanding RetailAccess Locations66
Handbook AS-353 Revision: Executive Titles ..... 67
Publications
Publication 431 Revision. Changes to Post Office ..... 70
ORGANIZATION INFORMATION
Address Management
Post Office Changes ..... 71
FinanceForever Stamps Price Change Instructions forStamps by Mail Orders74
Instructions for Payments Mailed Before January 22 Price Change. ..... 75
Form W-4 Completion for Employees Claiming Exempt Status for 2012 ..... 75
Forever Stamp Stock Revaluation Instructions ..... 76
Household Diary Study ..... 78
Human Resources
RIF Competitive Areas for the Postal Service ..... 79
Mailing and Shipping Services
Mail Alert ..... 80
Badge-sized Job Aid Summarizes Business Reply Mail Procedures ..... 81
Network Operations
Mail Transportation Equipment ..... 82
Retail
Stop Sending Copies of PS Form 8176, PremiumForwarding Service Application, to Headquarters84
Stamps/PhilatelyStamp Announcement 12-1: Spectrum Eagle84
Pictorial Postmarks Announcement ..... 86
PULL-OUT INFORMATION
Fraud
Invalid Express Mail Corporate Account Numbers ..... 37
Missing, Lost, or Stolen U.S. Money Order Forms ..... 38
Missing, Lost, or Stolen Canadian Money Order Forms ..... 43
Verifying U.S. Postal Service Money Orders ..... 45
Counterfeit Canadian Money Order Forms ..... 45
Toll-Free Number Available to Verify Canadian Money Orders ..... 45
Other Information
Overseas Military/Diplomatic Mail ..... 46
Thrift Savings Plan Fact Sheet. ..... 51

## Postal Bulletin Index

Semi-Annual Index. . . . . . . . . . . . . . . . . . . . PB 22315 (7-18-11)

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


## Cover Story

## Pick Your Language: View USPS.com in Spanish or Simplified Chinese

## Frequently Asked Questions



Did you know that Spanish and Chinese are the two most popular languages spoken in the U.S. after English? To reach this growing audience, USPS.com ${ }^{\circledR}$ launched its multilingual option this Fall. Now our Spanish- and Chi-nese-speaking USPS.com customers are able to use our Track \& Confirm tool, look up ZIP Codes ${ }^{\text {TM }}$, view Frequently Asked Questions (FAQs), and get information on USPS ${ }^{\circledR}$ products and services in their native language.

Providing a multilingual option is one of the first steps in improving the customer experience and driving traffic to the website. There are plans to offer more translated content and applications, as well as adding additional language options in the future.

To learn more, see the FAQs below.
Also, go to www.usps.com/newwebsite.htm to see what else is new on USPS.com!
Q. What language options are offered on USPS.com?
A. USPS.com is available in Spanish and Simplified Chinese. More languages will be offered in the future.
Q. How do I select a language?
A. To select a language, hover over the drop-down language selection in the grey header in the top far left of the page. Each time you visit USPS.com, the dropdown selection in the header will default to "English". Select your preferred language to see the page displayed in that language. You can change your language for that page and USPS browsing session by performing the same action.

Q. What pages of the USPS.com website are available to be viewed in Spanish and Simplified Chinese?
A. All product/service description pages as well as all FAQs, many advertisements, and applications like Look Up a ZIP Code ${ }^{\text {TM }}$ and Track \& Confirm are available in Spanish and Simplified Chinese. Other applications and content will be translated in future releases.

- Digital Access,


# Field Information Kit: January 22, 2012, Domestic and International Shipping Services Price Change 

## Highlights of Changes - Domestic and International Shipping Services

On November 22, 2011, the Postal Service ${ }^{\text {TM }}$ announced new prices and product features for domestic and international Shipping Services, effective January 22, 2012. We also implement new mailing standards consisting of classification changes to support the price changes, as well as other initiatives found in this edition of the Postal Bulletin.

The following domestic and international Shipping Services prices will change for 2012:

- Express Mail ${ }^{\circledR}$.
- Priority Mail ${ }^{\circledR}$.
- First-Class Package Service ${ }^{\text {TM }}$.
- Parcel Select ${ }^{\circledR}$.
- Parcel Return Service.
- Other competitive products.
- Global Express Guaranteed ${ }^{\circledR}\left(\mathrm{GXG}^{\circledR}\right)$.
- Express Mail International ${ }^{\circledR}$.
- Priority Mail International ${ }^{\circledR}$.
- Airmail M-Bags.
- International Priority Airmail ${ }^{T M}\left(\right.$ IPA $\left.^{\circledR}\right)$.
- International Surface Air Lift ${ }^{\circledR}\left(I_{\text {- }}{ }^{\circledR}{ }^{\circledR}\right)$.
- International extra services.


## Summary of Domestic Changes

## Express Mail

On average, Express Mail prices increase by 3.4 percent. Express Mail Flat Rate pricing is one flat rate regardless of the actual weight (up to 70 pounds) for domestic destinations. The Sunday/holiday premium remains at $\$ 12.50$ for the third year in a row. No other fuel surcharges, Saturday delivery, or residential delivery charges apply. A new Express Mail Flat Rate Box in two configurations has been added. Express Mail prices can be found on Postal Explorer ${ }^{\circledR}$ at $h t t p: / / p e . u s p s . c o m$.

## Express Mail Retail Prices

Retail prices increase on average 4.4 percent. Other than the Flat Rate Envelope and Flat Rate Box, retail prices
continue to be based on distance (zone) and weight. Express Mail retail prices begin at $\$ 12.95$, which is $\$ 0.30$ lower than the current price. Express Mail Flat Rate Envelope retail prices increase to $\$ 18.95$.

## Express Mail Commercial Base Prices

Commercial base prices will actually decrease on average 3.9 percent in January 2012. The Express Mail Flat Rate Envelope and Legal Flat Rate Envelope will be priced at $\$ 17.75$. The new Express Mail Flat Rate Box is available to commercial base customers at a price of $\$ 39.95$.

## Express Mail Commercial Plus Prices

Commercial plus prices have no overall increase, although some prices are going up and some are going down. The Express Mail Flat Rate Envelope will remain priced at $\$ 12.72$. The new Express Mail Flat Rate Box is available to commercial plus customers at a price of $\$ 39.95$.

## Priority Mail

On average, Priority Mail prices increase by 3.1 percent. All Flat Rate Envelopes measuring $12^{1} / 2^{\prime \prime} \times 91 / 2^{\prime \prime}$ or smaller, including the Priority Mail Gift Card Flat Rate Envelope, Priority Mail Small Flat Rate Envelope, and Priority Mail Window Flat Rate Envelope will be priced at $\$ 5.15$, while the Priority Mail Padded Flat Rate Envelope and Priority Mail Legal Flat Rate Envelope will be priced at $\$ 5.30$.

## Priority Mail Retail Prices

Retail prices increase an average of 3.2 percent. Other than Flat Rate priced items, Priority Mail retail prices, starting at $\$ 5.15$, continue to be priced based on distance (zone) and weight. We continue to offer the Priority Mail Large Flat Rate Box to APO/FPO/DPO destination addresses at $\$ 2$ less than retail prices.

## Priority Mail Commercial Base Prices

Commercial base prices increase an average 3.0 percent and are on average 6.8 percent lower than retail prices. All Flat Rate Envelopes measuring $121 / 2^{\prime \prime} \times 91 / 2^{\prime \prime}$ or smaller, including the Priority Mail Gift Card Flat Rate Envelope, Priority Mail Small Flat Rate Envelope, and Priority Mail Window Flat Rate Envelope, are priced at $\$ 4.90$, while the Priority Mail Padded Flat Rate Envelope and Priority Mail Legal Flat Rate Envelope are priced at $\$ 5.10$. Flat Rate Box prices start at \$5.15.

| Domestic Flat Rate Products |  |  |  |
| :--- | :---: | :---: | :---: |
|  | Retail | Commercial <br> Base | Commercial <br> Plus |
| Express Mail |  |  |  |
| Envelope | $\$ 18.95$ | $\$ 17.75$ | $\$ 12.72$ |
| Legal envelope | $\$ 18.95$ | $\$ 17.75$ | $\$ 12.72$ |
| Box | $\$ 39.95$ | $\$ 39.95$ | $\$ 39.95$ |
| Priority Mail |  |  |  |
| Envelope $^{1}$ | $\$ 5.15$ | $\$ 4.90$ | $\$ 4.80$ |
| Padded envelope $^{2}$ | $\$ 5.30$ | $\$ 5.10$ | $\$ 4.99$ |
| Legal envelope $^{2}$ | $\$ 5.30$ | $\$ 5.10$ | $\$ 4.99$ |
| Small box $^{\text {Medium box }}$ | $\$ 5.35$ | $\$ 5.15$ | $\$ 5.10$ |
| Large box | $\$ 11.35$ | $\$ 10.85$ | $\$ 10.25$ |
| Large box (APO/ | $\$ 13.45$ | $\$ 14.65$ | $\$ 14.10$ |
| FPO/DPO) | $\$ 12.65$ | $\$ 12.10$ |  |

1 Includes all Flat Rate Envelopes $12^{1 / 2} 2^{\prime \prime} \times 9^{1 / 2} 2^{\prime \prime}$ or smaller, including the Priority Mail Gift Card Flat Rate Envelope, Priority Mail Small Flat Rate Envelope, and Priority Mail Window Flat Rate Envelope.

2 Packaging for the USPS-produced Priority Mail Padded Flat Rate Envelope and Legal Flat Rate Envelope is not available at retail but may be ordered online at www.usps.com/shop.

## Regional Rate Box

Priority Mail Regional Rate Boxes are available for Priority Mail commercial parcels and Merchandise Return Service (MRS) parcels returned at Priority Mail prices. Mailers must use USPS ${ }^{\circledR}$-produced Regional Rate Boxes to qualify for Regional Rate prices. A new option for customers sending small, dense packages is Regional Rate Box C. Box C has a 25 -pound maximum weight limit with prices starting at $\$ 14.44$. If Regional Rate Boxes are deposited at retail Post Office locations, the price is an additional 75 cents higher than the commercial base price.

## Priority Mail Commercial Plus Prices

Commercial plus prices on average are 12.5 percent lower than retail prices and prices start at \$4.39.

## Priority Mail Commercial Plus Cubic Pricing

The account volume threshold for commercial plus cubic pricing is being lowered from 250,000 Priority Mail pieces to 150,000 pieces for the previous calendar year. A simplified cubic measurement for soft packaging is available. To calculate the cubic price for soft packs and padded envelopes, measure the length and width separately and round each measurement down to the nearest $1 / 4$ inch. Add the two together. The total length plus width cannot exceed 36 inches. The total (in inches) will correlate to a specific pricing tier.

## Priority Mail Open and Distribute

Priority Mail Open and Distribute (PMOD) provides alternatives for mailers who want to expedite mailings of other classes of mail to destination postal facilities. In addition to current PMOD tray box options (half tray box, full tray box, and extended managed mail tray box), the Postal Service
introduces a new flat tub tray box beginning in January. Also in January, tray boxes for PMOD will only be available to commercial plus customers.

## Parcel Select

On average, Parcel Select prices will increase by 8.5 percent. Parcel Select is a commercial ground shipping product.

The average price increase for Parcel Select is:

| Product | Average Price Change |
| :--- | ---: |
| Destination Entry | $7.6 \%$ |
| Destination Delivery Unit (DDU) | $7.8 \%$ |
| Destination Sectional Center Facility <br> (DSCF) | $6.8 \%$ |
| Destination Network Distribution <br> Center (DNDC) |  |
| Nondestination Entry | $0 \%$ |
| Regional Ground | $0.8 \%$ |
| Parcel Select Nonpresort | $1.5 \%$ |
| Origin Network Distribution Center <br> (ONDC) Presort | $0.9 \%$ |
| Network Distribution Center (NDC) <br> Presort | $8.9 \%$ |
| Parcel Select Lightweight |  |

* Formerly Barcoded Nonpresort

Regional Ground pricing for parcels traveling longer distances (zones 4-8) is being eliminated. Another change is that the current Parcel Select Barcoded Nonpresorted category is renamed Parcel Select Nonpresort because all Parcel Select mailpieces will be required to bear barcodes effective January 22.

Parcel Select Lightweight, which replaces Standard Mail commercial parcels that were part of the Mailing Services product list, is for parcels that weigh less than a pound and are used for order fulfillment. The pricing structure will more closely resemble that of Standard Mail ${ }^{\circledR}$ parcels than that currently applied to the other price categories of Parcel Select. The new format has weight increments ranging from 1 ounce to 16 ounces and pays prices based on sortation level and where the parcel is entered for mailing - DDU, DSCF, or DNDC. In January, the prices increase on average 8.9 percent.

## Parcel Return Service

Parcel Return Service is a companion product for Parcel Select and a convenient way for merchants who receive a large volume of returns to provide a label to their customers for return of merchandise. The merchant guarantees the return postage of these items. Parcel Return Service is expanding to include Return Sectional Center Facility (RSCF) pricing, offering customers greater flexibility in retrieving their parcels.

On average, Parcel Return Service prices increase 4.6 percent as follows:

- Return network distribution center (RNDC): no change.
- Return delivery unit (RDU): 8.9 percent.


## Other Competitive Offerings

## Competitive PO Boxes

The 49 Post Office Box ${ }^{\text {TM }}$ locations that were moved to the competitive side on June 17, 2010, will be joined by 6,800 additional PO Box ${ }^{\text {TM }}$ locations on January 22, 2012. The 3-month pricing option with auto-renewal on a credit card, previously mentioned in the Mailing Services price change, also applies to these PO Boxes. The 3-month option is available in all five box sizes and all seven fee groups but is not available for Caller Service or Reserve Number fees.

## Premium Forwarding Service

USPS Premium Forwarding Service ${ }^{\circledR}\left(\mathrm{PFS}^{\circledR}\right)$ is a personalized service for reshipping mail from a primary residential address (or PO Box with certain restrictions) to a temporary address using a Priority Mail shipment. The average price increases 3.0 percent. The enrollment fee remains at $\$ 15.00$ while the weekly fee increases to $\$ 15.25$. An online application for Premium Forwarding Service will be available (to residential delivery customers only) at www.usps.com/premiumforwarding.

## Address Enhancement Services

Prices for Address Information System products, which are listed under the competitive products category as Address Enhancement Services, are increasing on average 7.3 percent.

## Package Intercept Service

Package Intercept is a new domestic service that replaces the current recall of mail service. Package Intercept is not available for packages addressed to international and APO/FPO/DPO destinations or on mailpieces requiring a customs label. Customers wishing to use Package Intercept initiate the process by paying a per-piece $\$ 10.95$ fee. Package Intercept requests are active for 10 days. The Postal Service does not guarantee the interception of a mailpiece.

Package Intercept can be used for any mailable Express Mail, Priority Mail, First-Class Mail, First-Class Package Service, Parcel Select, and Package Services letter, flat, or parcel with a tracking barcode. Parcels may not measure more than 108 inches in length and girth combined. Package Intercept is not available for any mailpiece that indicates surface-only transportation such as Label 127, Surface Mail Only, or bears other hazardous materials markings such as "Consumer Commodity ORM-D".

In addition to the fee to initiate the interception, all mailpieces that are redirected to a new address, to a Post Office as Hold For Pickup, or to the sender may be subject to payment of additional postage to the new destination as applicable. Postage will be charged based on how the piece was originally mailed and will be collected as postage due.

Package Intercept service will be implemented in three phases:

- In Phase One, effective January 22, 2012, Package Intercept will only be available by submitting PS Form 1509, Application for Package Intercept, at the Post Office of mailing. Redirect to sender will be the only redirection option available.
- Phase Two, scheduled for April 2012, will introduce an online application for commercial customers. The redirection options for commercial customers will be expanded to include redirect to a new address and to a Post Office as Hold For Pickup.
- Phase Three, scheduled for June 2012, will introduce an online application for retail customers. The redirection options for retail customers will also be expanded at that time to include redirect to a new address and to a Post Office as Hold For Pickup. As a result of the June 2012 phase, PS Form 1509 will then be retired.
The Package Intercept fee in effect January 22, 2012, will remain the same throughout the three implementation phases.


## Summary of International Changes

Published prices for the retail international Shipping Services - Global Express Guaranteed (GXG), Express Mail International, Priority Mail International, and Airmail MBags -increase an average of 9.3 percent. Prices for the commercial international Shipping Services (International Priority Airmail (IPA) and International Surface Air Lift (ISAL)) increase an average of 6.9 percent.

## Global Express Guaranteed

GXG is a date-certain, expedited delivery service to over 190 countries through a strategic alliance with FedEx Express. Retail prices start at \$44.00.

On average, GXG prices will increase 6 percent. Commercial base pricing will continue to be available for customers who prepare and pay for shipments online at USPS.com ${ }^{\circledR}$ or by using an authorized PC Postage ${ }^{\circledR}$ vendor. The discount offered for commercial base pricing changes from an across-the-board 10 percent lower than retail to a variable discount of up to 10 percent.

New for GXG will be the introduction of commercial plus pricing for large volume customers. Qualifying customers who tender at least $\$ 100,000$ in annual postal revenue from international expedited products (GXG, Express Mail International, and/or Priority Mail International) may be eligible to receive commercial plus pricing at a variable discount of up to 17 percent.

Shippers who meet revenue thresholds and commit to revenue increases can now include GXG service in customized Global Expedited Package Services (GEPS) contracts.

Also new for GXG is a legal-size GXG envelope.

## Express Mail International

Express Mail International provides high-speed service to approximately 190 countries, with a money-back delivery guarantee to select countries. On average, Express Mail International prices will increase 11.6 percent. The commercial base price for customers who prepare and pay for shipments via permit used in conjunction with Global Shipping Software (GSS), online at USPS.com, or by using an authorized PC Postage vendor will be up to 8 percent below the retail price, based on the item's weight and price group. The discount applies only to the postage portion of Express Mail International prices. Retail prices start at $\$ 29.95$. The changes to Express Mail International include the following:

- The addition of a Flat Rate Box. Available in two versions with the same cubic measurement ( $1 / 3$ cubic foot), it has a 20-pound maximum weight limit and is priced at $\$ 59.95$ to Canada and $\$ 74.95$ to all other countries that accept Express Mail International.
- The addition of commercial plus prices. Qualifying customers must tender at least \$100,000 per year of international expedited products. Required postage payment options for commercial plus pricing are permit imprint and an option for registered end-users using an authorized PC Postage vendor. The discount applies only to the postage portion of the Express Mail International price.


## Priority Mail International

On average, Priority Mail International prices will increase 8.7 percent. The commercial base price for customers who prepare and pay for shipments via permit imprint when used in conjunction with Postal Service-supplied software and Customs-related functions, online at USPS.com, or by using an authorized PC Postage vendor will be up to 5 percent below the retail price. The discount applies only to the postage portion of the Priority Mail International price. The change to Priority Mail International is as follows:

- The addition of commercial plus prices. Qualifying customers must tender at least \$100,000 per year of
international expedited products. Required postage payment options for commercial plus pricing are permit imprint and an option for registered end-users using an authorized PC Postage vendor. Customers who qualify for Priority Mail International commercial plus pricing will receive a variable discount (based on the item's weight and price group) of up to 10 percent below the retail price. The discount applies only to the postage portion of the Priority Mail International price.

| International Flat Rate Products |  |  |
| :--- | :---: | :---: |
| Express Mail International (Retail) |  |  |
| Priority Mail International (Retail) |  |  |
|  | Canvelope | $\$ 29.25$ |
| Canada/Mexico | All Other Countries |  |
| Boxes $^{1}$ | $\$ 12.95$ | $\$ 16.95$ |
| Envelopes |  |  |

1 One of the two USPS-produced Express Mail International Flat Rate Boxes (EM-FRB1) is nonmailable when paid at the retail price using shipping Label 11-B, Express Mail Post Office to Addressee, due to size constraints and to ensure compliance with customs requirements. However, it is mailable at retail when payment is made using a permit imprint or online postage.
2 Priority Mail International Flat Rate Envelopes are no smaller than 5 $x 10$ inches and no larger than $91 / 2 \times 15$ inches, as defined in the IMM. Four-pound weight limit.
3 Priority Mail International Small Flat Rate Boxes are various sizes, as defined in the IMM, not to exceed 1/20 cu. ft. Four-pound weight limit.
4 Priority Mail International Medium Flat Rate Boxes are various sizes, as defined in the IMM, not to exceed 1/3 cu. ft. Twenty-pound weight limit.
5 Priority Mail International Large Flat Rate Boxes are various sizes, as defined in the IMM, not to exceed 1/2 cu. ft. Twenty-pound weight limit.

## Additional Information

The Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM ${ }^{\circledR}$ ) and Mailing Standards of the United States Postal Service, International Mail Manual ( $\mathrm{IMM}{ }^{\circledR}$ ) will be updated on the Postal Explorer website at http://pe.usps.com on January 22, 2012. Updates can be found in this issue of the Postal Bulletin.

For complete pricing information, including the new Shipping Services prices and current Mailing Services prices, go to http://pe.usps.com; in the left sidebar, under "Jan. 22, 2012 Price Change Info," click your desired file. Customers may also download and print the price tables.

## District Coordinators List

| Northeast Area |  |  |
| :---: | :---: | :---: |
| District | Name | Phone |
| Albany | Frank Raso (A) | (518) 452-4034 |
| Boston | Mary Hung (A) | (617) 654-5443 |
| Caribbean | Olga Ortiz | (787) 622-1795 |
| CT Valley | Jill Lindsey | (860) 524-6311 |
| Long Island | Adriana Sallows | (631) 755-2930 |
| N New England | Heather Dyer | (207) 482-7186 |
| New York | Percival Prince | (212) 330-4225 |
| Northern NJ | Bob Chisholm | (973) 468-7075 |
| Triboro | Debra Sledge | (718) 348-3760 |
| Westchester | Ken Heege | (914) 697-7013 |
| Eastern Area |  |  |
| District | Name | Phone |
| Appalachian | Fred Rotherham | 304-561-1057 |
| Central PA | Sandra Moreau | 717-257-5558 |
| Cincinnati | Rick Barker | 937-227-1191 |
| Kentuckiana | Zachary Turner | 270-678-1939 |
| Northern OH | Dora Foster | 216-443-4557 |
| Philadelphia | Jacqueline Erwin | 215-863-5061 |
| South Jersey | Donna Downey | 856-933-4259 |
| Tennessee | Mary Jernigan | 615-885-9104 |
| Western NY | Janine H. Egloff | 716-846-2430 |
| Western PA | Pam Keller | 412-359-7611 |
| Pacific Area |  |  |
| District | Name | Phone |
| Bay-Valley | Gerry Penrose | 510-874-8742 |
| Honolulu | Iris Sobol | 808-423-3928 |
| Los Angeles | Rodger Enriquez | 323-586-4481 |
| Sacramento | Randy Holt | 916-373-8723 |
| San Diego | Carlos Cruz | 858-674-0448 |
| San Francisco | Bessie Lu | 415-550-5716 |
| Santa Ana | Anthony Loera | 714-327-6526 |
| Sierra Coastal | Kathy Bevans-Tate | 661-775-6668 |
| Southwest Area |  |  |
| District | Name | Phone |
| Alabama | Andree Kater | 205-521-0349 |
| Arkansas | Charletta Williams | 501-228-4121 |
| Dallas | David Hanks | 972-393-6180 |
| Fort Worth | Felecia Carter | 817-317-3635 |
| Houston | Brenda Frank | 713-226-3033 |
| Louisiana | Mark Gilbert | 504-589-1104 |
| Mississippi | Kathy Horne | 601-351-7125 |


| North Florida | Ruby F. Smith | $904-645-3220$ |
| :--- | :--- | :--- |
| Oklahoma | Mark Waugh | $405-815-2320$ |
| Rio Grande | Cathy Holmes | $512-342-1264$ |
| South Florida | Mary Ann Perez | $954-438-1131$ |
| Suncoast | Valerie DeVille | $813-243-5960$ |


| Great Lakes Area |  |  |
| :--- | :--- | :--- |
| District | Name | Phone |
| Central Illinois | Sandy Chopra | $708-563-7772$ |
| Chicago | Gayla Mitchell | $312-983-8485$ |
| Detroit | Roman Godlewski | $313-226-8188$ |
| Gateway | Cheryl Hudson | $660-882-8148$ |
| Greater Indiana | Kathy Acton | $317-870-8831$ |
| Greater Michigan | Cindy Matheny | $517-337-8862$ |
| Lakeland | Gail Gephart | $920-474-4022$ |


| Western Area |  |  |
| :--- | :--- | :--- |
| District | Name | Phone |
| Alaska | Beverly Christie | $907-266-3277$ |
| Arizona | Robert Gonzales | $602-225-3906$ |
| Big Sky | Jay Ettleman | $406-657-5780$ |
| Central Plains | Judy Voltz | $402-930-4443$ |
| Colo/Wy | Joan Mallon | $303-396-9441$ |
| Dakotas | Thomas Kimball | $605-333-2650$ |
| Hawkeye | David Hearn | $515-251-2269$ |
| Mid-America | Angela Dyer | $816-374-9127$ |
| Nevada-Sierra | John Houser | $702-525-4815$ |
| Northland | Margaret Campbell | $612-349-3568$ |
| Portland | Glenn Jackson | $503-294-2456$ |
| Salt Lake | D. Kent Walker | $801-974-2507$ |
| Seattle | Amrik Kamoh | $206-378-2612$ |


| Capital Metro Area |  |  |
| :--- | :--- | :--- |
| District | Name | Phone |
| Atlanta | Tom Howell | $404-765-7682$ |
| Baltimore | Frederick Brooks | $410-347-4437$ |
| Capital | Patsy Farrall | $301-670-2468$ |
| Greater SC | Brad Lammers | $803-926-6329$ |
| Greensboro | Jim Gorman | $336-668-1250$ |
| Mid-Carolinas | Karen White | $910-486-2374$ |
| Northern VA | Cindy Tuckish | $703-698-6579$ |
| Richmond | Percy Williams | $804-775-6225$ |

- Product Classification,

Pricing, 12-15-11

## Policies, Procedures, and Forms Updates

## Manuals

## DMM Revision: Domestic Shipping Services Pricing and Mailing Standards Changes

Effective January 22, 2012, we are revising Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM ${ }^{\circledR}$ ) in various sections, to reflect changes to prices and mailing standards for the following Shipping Services:

- Express Mail ${ }^{\circledR}$.
- Priority Mail ${ }^{\circledR}$.
- First-Class Package Service ${ }^{\text {TM }}$.
- Parcel Select ${ }^{\circledR}$.
- Parcel Return Service.
- Mailer Services.
- Recipient Services.

This revision describes new prices and product features for Shipping Services, by class of mail, established by the Governors of the United States Postal Service ${ }^{\circledR}$.

Shipping Services changes are identified by product as follows:

## Express Mail

## Postage Refunds

Current standards for Express Mail postage refunds are revised to add certain destinations where postage refunds will not be available for money back guarantee. The destinations include Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, and the Federated States of Micronesia. These destinations will continue to have Express Mail postage refunds for loss.

## Flat Rate Boxes

Express Mail Flat Rate packaging options are broadened to include Express Mail Flat Rate Boxes for customers who ship domestic parcels at retail, commercial base, and commercial plus prices. Two new Flat Rate Box sizes showing the inside measurements are:

- 11 inches $\times 81 / 2$ inches $\times 51 / 2$ inches.
- 11 inches $\times 3$ inches $\times 13$ inches.

Both boxes are priced the same, and material mailed in a USPS ${ }^{\circledR}$-produced Express Mail Flat Rate Box is charged a flat rate, regardless of the actual weight (up to 70 pounds) or domestic destination. All existing Express Mail standards and postage payment methods for retail, commercial base, and commercial plus prices apply.

Express Mail Flat Rate Boxes are available at many retail Post Office ${ }^{\text {TM }}$ locations and online at www.usps.com.

## Priority Mail

## Board Game Large Flat Rate Box

Priority Mail Flat Rate packaging options are being expanded to include the Priority Mail Board Game Large Flat Rate Box introduced June 2011. The new box is priced the same as the Priority Mail Large Flat Rate Box and also includes the APO/FPO and DPO destination discounted price. All services currently available with Priority Mail are available with the Board Game Large Flat Rate Box. The box is not available at retail Post Office locations but must be ordered online at www.usps.com.

## Regional Rate Boxes

Regional Rate Boxes are available to Priority Mail customers who use USPS-produced packaging, with prices based on one of the three box sizes and zone to which it is shipped. In addition to commercial base and commercial plus prices, if any of the three Regional Rate Boxes is entered at retail, a 75 -cent additional charge will be applied. Regional Rate Boxes are not available at retail Post Office locations but must be ordered online at www.usps.com.

## Commercial Plus Cubic Threshold

Commercial plus cubic prices are not based on weight, but are charged on the cubic measurement of the mailpiece and the zone to which it is shipped. With this change, the commercial plus cubic volume threshold is reduced from 250,000 to 150,000 pieces to make cubic pricing more accessible to a larger group of customers.

## Priority Mail Open and Distribute

Priority Mail Open and Distribute (PMOD) service provides alternatives for mailers who want to expedite mailings of other classes of mail to destination postal facilities.

The current PMOD tray box options are expanded to include a new flat tub tray box. Standards are also revised to add a new commercial plus pricing option for the half tray box, full tray box, extended managed mail (EMM) tray box, and flat tub tray box. The commercial plus PMOD tray box postage option is priced based on the tray box and zone.

## Regional Rate Box C

The Postal Service introduces a new third option for Priority Mail Regional Rate - Regional Rate Box C. Box C is
available for customers who send Priority Mail parcels and Merchandise Return Service (MRS) parcels when returned at Priority Mail prices. Regional Rate Box C is larger in size than its two counterparts (Box A and Box B), and measures 15 inches $\times 12$ inches $x 12$ inches (outer dimensions), and 143/4 inches $\times 113 / 4$ inches $\times 111 / 2$ inches (inner dimensions). Box C has a maximum weight limit of 25 pounds, and is only available as a top-loading box option. Priority Mail customers who ship parcels at retail, commercial base, and commercial plus prices can take advantage of Regional Rate boxes. Box C is not available for mailers using Business Reply Mail (BRM) or Parcel Return Service (PRS).

Customers must use USPS-produced Priority Mail Regional Rate Boxes to qualify for Regional Rate Box prices. Prices are based on box size (Box A, Box B, or the new Box C) and the destination zone. If the Priority Mail Regional Rate Box exceeds the maximum weight or is reconfigured, the applicable Priority Mail prices will be assessed.

All current Priority Mail Regional Rate Box services and mailing standards are applicable with this new packaging option. Customers may order these boxes online at www.usps.com.

## First-Class Package Service

## Presort Fee Clarification

First-Class Package Service was introduced on November 7, 2011. It replaced First-Class Mail commercial base and commercial plus parcels. In this final rule, the Postal Service clarifies that an annual mailing fee is only required for mailings entered at presorted First-Class Package Service prices.

## Eligibility Standards

Eligibility standards for First-Class Package Service commercial base nonpresorted parcels are revised to require parcels with PC Postage ${ }^{\circledR}$ to have a qualifying shipping label. Parcels using IBI meters for postage must electronically submit data to the Postal Service.

## Postage Payment Clarification

The Postal Service clarifies that postage on commercial base parcels may be affixed in an amount not less than the lowest applicable First-Class Package Service parcel price if authorized by Business Mailer Support.

## Parcel Select

## Machinable Dimensions

The Postal Service has explored the alignment of minimum and maximum ranges for optimal processing of machinable parcels on all parcel processing equipment. To correct inefficiencies in parcel processing and to align the standards with the current mail processing equipment capability, the Postal Service is revising the machinability
dimensional criteria from the current 34 inches $\times 17$ inches $x 17$ inches to 27 inches $\times 17$ inches $x 17$ inches.

## Eliminate \$0.03 Barcode Discount

The $\$ 0.03$ discount on machinable Parcel Select network distribution center (NDC) and machinable Parcel Select origin NDC (ONDC) barcoded presorted parcels is eliminated since it is expected that all parcels claiming presort or destination entry pricing will be required to bear an Intelligent Mail ${ }^{\circledR}$ package barcode ( IMpb ), a unique tracking barcode, or an extra services barcode effective January 22, 2012.

## Rename Parcel Select Barcoded Nonpresort

As a result of the impending requirement for parcels claiming presort or destination entry pricing to bear an IMpb , a unique tracking barcode, or extra services barcode, the current barcoded nonpresorted Parcel Select category will be renamed "Parcel Select Nonpresort." The Postal Service also clarifies that all Parcel Select mailpieces must bear a unique tracking barcode or an IMpb.

The July 5, 2011, DMM change to standards required Parcel Select mailpieces to be forwarded or returned to sender at Parcel Select Nonpresort prices. This change necessitates a modification to Parcel Select Nonpresort to provide pricing for mailpieces exceeding 35 pounds up to 70 pounds. The Postal Service will also apply oversized pricing to the revised Parcel Select Nonpresort category similar to the destination entry, NDC, and ONDC presort categories.

## Parcel Select Regional Ground

Parcel Select Regional Ground was introduced on April 17, 2011, and was designed as a regional product to provide delivery for mailpieces destinating within the same service area of the USPS processing plant where the mailing is entered. This product was never intended for use to the more distant zones; consequently, the option for mailers to prepare Parcel Select Regional Ground mailpieces, under the ONDC category, to zones 4 through 8 is eliminated. Mailers continue to have the option to mail packages destinating to zones 4 through 8 at Parcel Select Nonpresort prices.

Additionally, the Parcel Select Regional Ground .35 cubic foot maximum size limitation is eliminated. This will save customers time and provide a greater opportunity to use this product.

## Parcel Select Lightweight

The Postal Service has obtained approval to create two products from its existing Standard Mail parcels/not flatmachinable (NFMs) product, and to transfer one category (with the exception of nonprofit) to its competitive product line. The category being transferred will become Parcel Select Lightweight, a subcategory of the Parcel Select product.

The Postal Service expects that the transfer of these Standard Mail ${ }^{\circledR}$ parcels into the new Parcel Select Lightweight category will provide for greater pricing flexibility and an expanded and more logical structure within the Parcel Select product line. Parcel Select Lightweight will offer machinable and irregular pricing options for mailpieces less than 1 pound; and will retain the physical standards, eligibility, and entry level pricing currently applicable to Standard Mail parcels. Parcel Select Lightweight postage is based on the price that applies to the weight increment of each addressed piece, charged per ounce or fraction thereof. However, Parcel Select Lightweight pieces will not be subject to carrier route pricing or preparation standards.

A mailing fee must be paid each 12-month period for each permit used to mail Standard Mail and/or Parcel Select Lightweight pieces. Mailers having annual Standard Mail presort permits may also make mailings under the new Parcel Select Lightweight category using their current permits.

Parcel Select Lightweight mailpieces will not be subject to forwarding or return to sender postage charges at the Parcel Select Nonpresort price or to the additional service fee. Undeliverable pieces will receive the same treatment currently provided to Standard Mail pieces.

Parcel Select Lightweight mailpieces will be required to bear a basic "Parcel Select" product marking in addition to a "Parcel Select Lightweight" price marking. Mailers may begin using these new markings on January 22, 2012, but will not be required to do so until October 1, 2012.

## Parcel Select Future Changes

The Postal Service is also signaling its intent, at a future date, to assess an extended delivery area fee for Parcel Select mailpieces entered at specified destination entry locations. This fee will be applied to destination network distribution center (DNDC), destination sectional center facility (DSCF), and destination delivery unit (DDU) Parcel Select and Parcel Select Regional Ground mailpieces, and is intended to contribute to the product cost coverage for mailpieces destinating in areas with higher delivery costs related to geographic area, road infrastructure, or other factors. The Postal Service intends to provide the listing of applicable 5-digit ZIP Codes ${ }^{\text {TM }}$ prior to, or concurrent with, the implementation of the new fee.

## Parcel Return Service

## Machinable Dimensions

To align the standards for machinable parcels with current mail processing equipment capability, the Postal Service revises the dimensional criteria for all machinable parcels from the current 34 inches $\times 17$ inches $\times 17$ inches to 27 inches $\times 17$ inches $\times 17$ inches.

## Parcel Return Service RSCF

The Postal Service is expanding Parcel Return Service to provide authorized permit holders, or their agents, greater flexibility in the retrieval of their parcels by adding a new return sectional center facility (RSCF) service option.

## Mailer Services

## Premium Forwarding Service

Premium Forwarding Service ${ }^{\circledR}\left(\mathrm{PFS}^{\circledR}\right)$ is revised to include an online application. The PFS online application is available at www.usps.com/premiumforwarding and is offered only to residential delivery customers. The application fee and recurring weekly installments are processed as services are rendered, and must be paid by credit card. Modifications or cancelation of the service can be done online only when the initial request was completed online.

## Package Intercept

Package Intercept is a new domestic service that replaces the current recall of mail service. Package Intercept is not available to international and APO/FPO/DPO destinations or on mailpieces requiring a customs label. Customers wishing to use Package Intercept initiate the process by paying a per-piece fee. Package Intercept requests are active for 10 days. USPS does not guarantee the interception of a mailpiece.

Package Intercept can be used for any mailable Express Mail, Priority Mail, First-Class Mail, First-Class Package Service, Parcel Select, and Package Services, letter, flat, or parcel with a tracking barcode. Parcels may not measure more than 108 inches in length and girth combined. Package Intercept is not available for any mailpiece that indicates surface-only transportation such as Label 127, Surface Mail Only, or bears other hazardous materials markings such as "Consumer Commodity ORM-D".

In addition to the fee to initiate the interception, all mailpieces that are redirected to a new address, to a Post Office as Hold For Pickup, or to the sender will be subject to payment of additional postage to the new destination as applicable.

Package Intercept service will be implemented in three phases. In Phase One, effective January 22, 2012, Package Intercept will only be available by submitting PS Form 1509, Application for Package Intercept, at the Post Office of mailing. Redirect to sender will be the only redirection option available.

Phase Two, scheduled for April 2012, will be the introduction of an online application for commercial customers. The redirection options for commercial customers will be expanded to include redirect to a new address and to a Post Office as Hold For Pickup.

Phase Three, scheduled for June 2012, will be the introduction of an online application for retail customers. The
redirection options for retail customers will also be expanded at that time to include redirect to a new address and to a Post Office as Hold For Pickup. As a result of the June 2012 phase, PS Form 1509 will then be retired.

The Package Intercept fee in effect January 22, 2012, (See Notice 123, Price List) will remain the same throughout the phase-to-phase implementation.

## Recipient Services

## Post Office Box Service

On July 29, 2011, the Postal Regulatory Commission (PRC) approved the Postal Service's request to move Post Office (PO) Boxes in 6,800 retail Post Office locations to the competitive (Shipping Services) product list.

As part of the Shipping Services price change, PO Box ${ }^{\text {TM }}$ fees in some of these 6,800 locations will be priced under fee group C1 while most locations will be priced in six new fee groups, C 2 through C 7 . All existing competitive PO Box service standards apply.

## Hold For Pickup

As part of the introduction of First-Class Package Service to replace First-Class Mail commercial base and commercial plus parcels and move from the market dominant product offering, the Postal Service clarifies that Hold For Pickup eligibility is revised to include First-Class Package Service as an option.

This DMM revision is based on our domestic Shipping Services final rule Federal Register (76 FR 77133-77149) published on December 12, 2011. The entire notice and prices associated with the changes can be viewed on Postal Explorer ${ }^{\circledR}$ at $h t t p: / / p e . u s p s . c o m$.

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

Retail Mail

110 Express Mail
113 Prices and Eligibility
1.0 Express Mail Prices and Fees

### 1.1 Prices Charged Per Piece

## [Revise 1.1 as follows:]

Express Mail postage is charged for each addressed piece according to its weight and zone. Flat Rate Envelopes and Boxes are charged under 1.4.

### 1.2 Price Application

[Delete the last sentence of 1.2, in its entirety.]
[Revise the heading of 1.4 as follows:]

### 1.4 Flat Rate Packaging

[Revise the heading and text of 1.4.1 as follows:]

### 1.4.1 Flat Rate Packaging—Eligibility

Only USPS-produced or approved Flat Rate Envelopes and Boxes are eligible for the Flat Rate price and are charged a flat rate, regardless of the actual weight (up to 70 pounds) of the mailpiece or domestic destination. When sealing a Flat Rate Envelope or Box, the container flaps must be able to close within the normal folds. Tape may be applied to the flaps and seams to reinforce the container provided the design of the container is not enlarged by opening the sides, and the container is not reconstructed in any way.
[Add new 1.4.3 as follows:]

### 1.4.3 Flat Rate Boxes—Price Eligibility

Each USPS-produced Express Mail Flat Rate Box is priced at a flat rate regardless of the actual weight (up to 70 pounds) of the mailpiece or domestic destination. See Notice 123-Price List for prices.

114 Postage Payment Methods

### 2.0 Postage Refunds

Postage refunds may not be available if delivery was attempted within the times required for the specific service, or for any of the following reasons:
[Add new item 2.0i as follows:]
i. Postage refunds, other than for loss, may not be obtained if the Express Mail piece is destined to Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, or the Federated States of Micronesia (see 608.2.4.1 for ZIP Codes).
1.1 Price Application
[Revise the first sentence of 1.1 as follows:]
Except under 1.3 through 1.6, Priority Mail retail prices are based on weight and zone and are charged per pound; any fraction of a pound is rounded up to the next whole pound. ${ }^{* * *}$

## Priority Mail

## Prices and Eligibility

Priority Mail Prices and Fees
*

### 1.5 Flat Rate Envelopes and Boxes

### 1.5.2 Flat Rate Boxes—Price and Eligibility

[Revise 1.5.2 as follows:]
Only USPS-produced Flat Rate Boxes are eligible for the Flat Rate Box prices. Each USPS-produced Priority Mail Flat Rate Box is charged a flat rate regardless of the actual weight (up to 70 pounds) of the mailpiece or domestic destination. See Notice 123-Price List for applicable prices. Priority Mail Flat Rate Boxes are as follows:
a. Small Flat Rate Box to domestic, APO/FPO, and DPO destinations.
b. Medium Flat Rate Boxes (FRB-1) or (FRB-2) to domestic, APO/FPO, and DPO destinations.
c. Board Game Large Flat Rate Box or Large Flat Rate Box to domestic destinations.
d. Board Game Large Flat Rate Box or Large Flat Rate Box and "special version of this box" identified with the additional logo: "Americasupportsyou.mil." to APO/FPO and DPO destinations is priced less than the conventional domestic Large Flat Rate Boxes. If the special version of the APO/FPO Flat Rate Box is used for non-APO/FPO and DPO destination addresses, the domestic or international Large Flat Rate Box prices will apply.
[Renumber 1.6 through 1.10 as 1.7 through 1.11 and add new 1.6 as follows:]

### 1.6 Regional Rate Boxes

### 1.6.1 Price and Eligibility

Regional Rate Box prices are available to Priority Mail customers who use USPS-produced Priority Mail Regional Rate Boxes. Prices are based on box size and zone. When sealing a Regional Rate Box, the container flaps must be able to close within the normal folds. Tape may be applied to the flaps and seams to reinforce the container provided the design of the container is not enlarged by opening the sides and the container is not reconstructed in any way. Regional Rate Boxes exceeding the maximum weight as specified in 1.6.2, or the container flaps do not close within the normal folds will be assessed the applicable singlepiece Priority Mail price.

### 1.6.2 Regional Rate Box Options

Regional Rate Box options are:
a. Box A: (Side loading or top loading box) has a maximum weight limit of 15 pounds.
b. Box B: (Side loading or top loading box) has a maximum weight limit of 20 pounds.
c. Box C: (Top loading box only) has a maximum weight limit of 25 pounds.

125 Mail Preparation

### 1.1 Priority Mail Packaging Provided by the USPS

[Delete the last sentence of 1.1 in its entirety.]

*     *         *             * **

200 Commercial Letters and Cards

## 210 Express Mail

213 Prices and Eligibility
$1.0 \quad$ Prices and Fees
1.1 Prices Charged Per Piece
[Revise the first sentence of 1.1 as follows:]
Except for Flat Rate Envelopes under 1.5, Express Mail postage is charged for each addressed piece according to its weight and zone.***

### 1.2 Price Application

[Delete the fourth sentence of 1.2, in its entirety.]

### 1.5 Flat Rate Envelopes

[Revise 1.5 as follows:]
Only USPS-produced or approved Flat Rate Envelopes are eligible for the Flat Rate Envelope price and are charged a flat price, regardless of the actual weight (up to 70 pounds) of the piece or its domestic destination. When sealing a Flat Rate Envelope, the container flaps must be able to close within the normal folds. Tape may be applied to the flaps and seams to reinforce the container provided the design of the container is not enlarged by opening the sides and the container is not reconstructed in any way. See Notice 123-Price List.

## Postage Payment and Documentation

## $3.0 \quad$ Postage Refunds

Postage refunds may not be available if delivery was attempted within the times required for the specific service, or for any of the following reasons:
[Add new item 3.0i as follows:]
i. Postage refunds, other than for loss, may not be obtained if the Express Mail piece is destined to Guam,

American Samoa, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, or the Federated States of Micronesia (see 608.2.4.1 for ZIP Codes).
1.0 Prices and Fees for Standard Mail

### 1.5 Fees

### 1.5.1 Presort Mailing Fee

[Revise 1.5.1 as follows:]
A mailing fee must be paid each 12-month period for each permit used to mail Standard Mail and/or Parcel Select Lightweight pieces, except for qualifying full-service Intelligent Mail barcode mailings (see Notice 123-Price List).

## Express Mail

313 Prices and Eligibility
$1.0 \quad$ Prices and Fees

### 1.1 Prices Charged Per Piece

[Revise the first sentence of 1.1 as follows:]
Except for Flat Rate Envelopes under 1.5, Express Mail postage is charged for each addressed piece according to its weight and zone.***

### 1.2 Price Application

[Delete the fourth sentence of 1.2 in its entirety.]

### 1.5 Flat Rate Envelopes

[Revise 1.5 as follows:]
Only USPS-produced or approved Flat Rate Envelopes are eligible for the Flat Rate Envelope price and are charged a flat price, regardless of the actual weight (up to 70 pounds) of the piece or its domestic destination. When sealing a Flat Rate Envelope, the container flaps must be able to close within the normal folds. Tape may be applied to the flaps and seams to reinforce the container provided the design of the container is not enlarged by opening the sides and the container is not reconstructed in any way. See Notice 123-Price List.

## $3.0 \quad$ Postage Refunds

Postage refunds may not be available if delivery was attempted within the times required for the specific service, or for any of the following reasons:
[Add new item 3.0i as follows:]
i. Postage refunds, other than for loss, may not be obtained if the Express Mail piece is destined to Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, or the Federated States of Micronesia (see 608.2.4.1 for ZIP Codes).

340 Standard Mail
343 Prices and Eligibility
1.0 Prices and Fees for Standard Mail

### 1.4 Fees

### 1.4.1 Presort Mailing Fee

## [Revise 1.4.1 as follows:]

A mailing fee must be paid each 12-month period for each permit used to mail Standard Mail and/or Parcel Select Lightweight pieces, except for qualifying full-service Intelligent Mail barcode mailings (see Notice 123-Price List).

400 Commercial Parcels
401
Physical Standards
2.0 Additional Physical Standards by Class of Mail

### 2.5 Parcel Select

### 2.5.1 General Standards

These standards apply to Parcel Select:
[Add new item 2.5.1c as follows:]
c. All Parcel Select mailpieces must bear a unique tracking barcode or Intelligent Mail package barcode prepared under 708.5.0.

### 2.5.2 Nonmachinable Parcel Select

[Revise the second sentence in the introductory paragraph of 2.5.2 as follows:]
${ }^{* * *}$ There are no nonmachinable prices for Parcel Select NDC Presort and ONDC Presort parcels.***
[Revise item 2.5.2a as follows:]
a. A parcel more than 27 inches long, 17 inches wide, or 17 inches high.
[Add new 2.5.4 as follows:]

### 2.5.4 Parcel Select Lightweight

Parcel Select Lightweight pieces must weigh less than 16 ounces, cannot exceed 108 inches in combined length and girth, and must be large enough to accommodate postage and other required elements on the address side of the piece.

## 402

## Elements on the Face of a Mailpiece

## 2.0

## Placement and Content of Markings

### 2.6 Parcel Select, Bound Printed Matter, Media Mail, and Library Mail Markings

### 2.6.1 Basic Markings

[Revise the first sentence of 2.6.1 to add Parcel Select Lightweight as follows:]
The basic required marking (e.g., "Parcel Select," "Parcel Select Regional Ground," "Parcel Select Lightweight," "Bound Printed Matter," "Media Mail," "Library Mail") must be printed on each piece claimed at the respective price.***

## 2.6.

[Revise item 2.6.2d as follows:]
d. Nonpresor - "Parcel Select Nonpresort" or "Parcel Select NPS".
[Add new 2.6.2e and 2.6.2f as follows:]
e. Regional Groun - "Parcel Select Regional Ground" or Parcel Select RG".

1. Origin SCF Entry - "OSCF".
2. Origin NDC Entry - "ONDC".
f. Lightweight - "Parcel Select Lightweight" or "PS Lightweight".

## Express Mail

413 Prices and Eligibility
$1.0 \quad$ Prices and Fees

### 1.1 Prices Charged Per Piece

[Revise the first sentence of 1.1 as follows:]
Except for Flat Rate packaging under 1.5, Express Mail postage is charged for each addressed piece according to its weight and zone.***

### 1.2 Price Application

[Delete the fourth sentence of 1.2 in its entirety.]
[Revise the heading and text of 1.5 as follows:]

### 1.5 Flat Rate Packaging

Only USPS-produced or approved Flat Rate Envelopes and Boxes are eligible for the Flat Rate price and are charged a flat rate, regardless of the actual weight (up to 70 pounds) of the mailpiece or domestic destination. When sealing a Flat Rate Envelope or Box, the container flaps must be able to close within the normal folds. Tape may be applied to the flaps and seams to reinforce the container provided the design of the container is not enlarged by opening the sides and the container is not reconstructed in any way. For prices, see Notice 123-Price List.

## Postage Payment and Documentation

*     *         *             *                 * 


## $3.0 \quad$ Postage Refunds

Postage refunds may not be available if delivery was attempted within the times required for the specific service, or for any of the following reasons:
[Add new item 3.0i as follows:]
i. Postage refunds, other than for loss, may not be obtained if the Express Mail piece is destined to Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, or the Federated States of Micronesia (see 608.2.4.1 for ZIP Codes).

## 420 Priority Mail

423 Prices and Eligibility

## $1.0 \quad$ Prices and Fees

### 1.1 Price Application

The following price applications apply:
[Revise item 1.1a as follows:]
a. Priority Mail mailpieces are charged per pound; any fraction of a pound is rounded up to the next whole pound. For example, if a piece weighs 1.25 pounds, the weight (postage) increment is 2 pounds. The min-
imum postage amount per addressed piece is the 1pound price. See exceptions for prices not based on weight or the minimum 1-pound price below.
[Revise items 1.1c through 1.1 f and add new item 1.1 g as follows:]
c. Commercial plus items are charged the 1/2-pound price for items up to $1 / 2$ pound. Items over $1 / 2$ pound are rounded up to the next whole pound.
d. Commercial plus cubic prices are not based on weight, but are charged by zone and cubic measurement of the mailpiece with any fraction of a measurement rounded down to the nearest $1 / 4$ inch. For example, if a dimension of a commercial plus cubic piece measures 12 inches, it is rounded down to $12 \frac{1}{4}$ inches.
e. Regional Rate Box prices are not based on weight but are priced based on box size and the zone to which it is sent.
f. Priority Mail items mailed under a specific customer agreement are charged according to the individual agreement.
g. Priority Mail Open and Distribute tray boxes are not based on weight but are charged based on the tray box and zone to which it is sent.

### 1.2 Commercial Base Prices

### 1.2.2 Regional Rate Box Prices

[Revise the introductory text of 1.2.2 as follows:]
Regional Rate Box prices are available to Priority Mail commercial base and commercial plus customers who use one of the USPS-produced Priority Mail Regional Rate Boxes and meet the requirements in 1.2.1. Prices are based on box size and zone. When sealing a Regional Rate Box, the container flaps must be able to close within the normal folds. Tape may be applied to the flaps and seams to reinforce the container provided the design of the container is not enlarged by opening the sides and the container is not reconstructed in any way. Regional Rate Boxes that exceed the maximum weight limit as specified in 1.6.2, or the container flaps do not close within the normal folds will be assessed the applicable Priority Mail single-piece prices. Regional Rate Box options are:
[Add new item 1.2.2c as follows:]
c. Box C: (Top loading box only) has a maximum weight limit of 25 pounds.

### 1.4 Commercial Plus Cubic

### 1.4.1 Commercial Plus Cubic Eligibility

[Revise the first sentence of 1.4.1 as follows:]
Commercial plus cubic prices are available to Priority Mail customers whose account volumes exceeded 150,000 pieces in the previous calendar year or who have a customer commitment agreement with the USPS..**

### 1.7 Flat Rate Envelopes and Boxes

### 1.7.2 Flat Rate Boxes—Price and Eligibility

## [Revise 1.7.2 as follows:]

Only USPS-produced Flat Rate Boxes are eligible for the Flat Rate Box prices. Each USPS-produced Priority Mail Flat Rate Box is charged a flat rate regardless of the actual weight (up to 70 pounds) of the mailpiece or domestic destination. See Notice 123-Price List for applicable prices. Priority Mail Flat Rate Boxes are as follows:
a. Small Flat Rate Box to domestic, APO/FPO, and DPO destinations.
b. Medium Flat Rate Boxes (FRB-1) or (FRB-2) to domestic, APO/FPO, and DPO destinations.
c. Board Game Large Flat Rate Box or Large Flat Rate Box to domestic destinations.
d. Board Game Large Flat Rate Box or Large Flat Rate Box and "special version of this box" identified with the additional logo: "Americasupportsyou.mil." to APO/FPO and DPO destinations is priced less than the conventional domestic Large Flat Rate Boxes. If the special version of the APO/FPO Flat Rate Box is used for non-APO/FPO and DPO destination addresses, the domestic or international Large Flat Rate Box prices will apply.

## $430 \quad$ First-Class Mail

433 Prices and Eligibility
1.0 Prices and Fees for First-Class Package Service

### 1.3 Commercial Base Parcel Prices

***Nonpresorted First-Class Package Service parcels no more than 13 ounces in weight mailed under the following conditions are eligible for single-piece commercial base prices:
[Revise item 1.3b as follows:]
b. Nonpresorted mailings may be paid by:

1. Registered end-users of USPS-approved PC Postage products when using a qualifying shipping label, managed by the PC Postage system.
2. USPS-approved IBI postage meters that electronically transmit transactional data to USPS.
3. Permit imprint.

### 1.6 Presort Mailing Fee

## [Revise the first sentence of 1.6 as follows:]

Payment of a presort mailing fee is required once each 12month period at each office of mailing by any person or organization entering mailings at automation or Presorted First-Class Mail or any presorted First-Class Package Service prices.***

## 434

## Postage Payment and Documentation

### 2.0 Postage Payment for Presorted First-Class Package Service Parcels

### 2.2 Affixed Postage for First-Class Package Service Parcels

[Revise 2.2 as follows:]
Each presorted First-Class Package Service parcel bearing affixed postage (not permitted for commercial plus parcels) must bear one of the following:
a. The full postage at the First-Class Package Service price for which it qualifies.
b. Postage in an amount not less than the lowest applicable First-Class Package Service parcel price if authorized by Business Mailer Support, plus full postage for additional ounces.
$443 \quad$ Prices and Eligibility
$1.0 \quad$ Prices and Fees for Standard Mail

### 1.4 Presort Mailing Fee

### 1.4.1 Annual Mailing Fee

## [Revise 1.4.1 as follows:]

A mailing fee must be paid each 12-month period for each permit used to mail Standard Mail and/or Parcel Select Lightweight pieces, except for qualifying full-service Intelligent Mail barcode mailings (see Notice 123-Price List).

### 1.1 Price Application

[Revise the introductory text of 1.1, starting with the third sentence, as follows:]
***Except for Parcel Select Lightweight, the minimum price per piece is the 1-pound price. For DDU and DSCF pieces, postage is based on the price that applies to the weight increment of each addressed piece (see 3.4 for Parcel Select Regional Ground). Parcel Select Lightweight postage is based on the price that applies to the weight increment of each addressed piece, charged per ounce or fraction thereof, with any fraction of an ounce being rounded to the next whole ounce. The price categories for Parcel Select are as follows:
[Revise item 1.1c as follows:]
c. Nonpresort.
[Add a new 1.1d and 1.1e as follows:]
d. Regional Ground.
e. Lightweight.

### 1.2 Parcel Select Prices

[Revise the first sentence of 1.2 as follows:]
Pricing is available for Parcel Select at the Destination Entry, NDC Presort, ONDC Presort, and Nonpresort levels.***

### 1.3 Annual Mailing Fee

## [Revise 1.3 as follows:]

An annual mailing fee is required for Parcel Select destination entry mailings and must be paid once each 12-month period at each Post Office of mailing by or for any mailer who enters mailings at the destination entry level. All destination entry prices are covered under the payment of an annual fee per office of mailing. An annual presort mailing fee is also required to mail at any Standard Mail price or at any Parcel Select Lightweight price; payment of one annual presort fee at each office of mailing covers mailings of both products. During the last 60 days of the current service period, advance payment of the annual mailing fees may be remitted for the subsequent 12-month period only. The established annual mailing fees in effect at the time of remittance will be assessed. See Notice 123-Price List for applicable annual mailing fees.

### 1.4 Computing Postage

### 1.4.1 Determining Single-Piece Weight

[Revise 1.4.1 as follows:]
To determine single-piece weight in any mailing of noniden-tical-weight pieces, weigh each piece individually. To deter-
mine single-piece weight in a mailing of identical-weight pieces, weigh a sample group of at least 10 randomly selected pieces and divide the total sample weight by the number of pieces in the sample. Except for mailers using eVS or preparing Parcel Select lightweight mailings, when determining single-piece weight for Parcel Select mailpieces, express all weights in decimal pounds rounded off to two decimal places. Mailers using eVS may round off to four decimals, and eVS will automatically round to the appropriate decimal place. Mailers using Parcel Select Lightweight must express all single-piece weights in decimal pounds, rounded off to four decimal places. If a customer is using a manifest mailing system, the manifest weight field must be properly completed by adhering to the rules relative to the specific manifest.

### 1.4.2 Computing Postage for Affixed Postage

[Revise the first sentence of 1.4.2 as follows:]
For each piece, affix correct postage for the weight (including any surcharges) and, if applicable, the zone to which the piece is addressed, as shown in 1.2 through 1.4.***
[Revise the heading of 3.0 as follows:]

### 3.0 Price Eligibility for Parcel Select, Parcel Select Regional Ground and Parcel Select Lightweight

### 3.1 Destination Entry Price Eligibility

### 3.1.3 DNDC Prices

For DNDC prices, pieces must meet the applicable standards in 3.0 and the following:
[Revise item 3.1.3b as follows:]
b. Parcels must bear a barcode under 708.5.0 for the ZIP Code of the delivery address.
[Revise the heading and introductory text of 3.3 as follows:]

### 3.3 Parcel Select Nonpresort Price Eligibility

Parcel Select Nonpresort per piece prices apply to Parcel Select parcels that are barcoded (see Exhibit 3.3). The nonpresort price requires a minimum volume of 50 Parcel Select pieces, except when postage is paid by PC Postage, which doesn't require a minimum volume of mailpieces. Mailings must meet one of the following conditions:

### 3.4 Parcel Select Regional Ground

[Revise the introductory paragraph of 3.4, and delete items $3.4 a$ and $b$ in their entirety as follows:]

Parcel Select Regional Ground is a nonpresort product which requires postage payment by permit imprint. Entry is at the OSCF or ONDC level for zones local, 1, 2, and 3.

### 3.4.1 General Eligibility

[Revise the introductory text of 3.4.1 as follows:]
Parcel Select Regional Ground prices are available for machinable parcels (see 401.1.5) that weigh 5 pounds or less when customers meet the following requirements:

### 3.4.3 Parcel Select Regional Ground-ONDC

## [Revise 3.4.3 as follows:]

Parcel Select Regional Ground ONDC prices are available for parcels to zones local through 3, with the pieces for the ONDC service area segregated from the pieces outside the ONDC service area according to L601 and that meet requirements in 3.4.1.
[Renumber 3.5 through 3.8 as new 3.6 through 3.9 and add new 3.5 as follows:]

### 3.5 Parcel Select Lightweight

Parcel Select Lightweight mailings are subject to the following criteria:
a. All pieces must weigh less than 16 ounces.
b. Pieces are subject to specific volume, marking, and preparation requirements.
c. Extra services available with Parcel Select Lightweight are Delivery Confirmation, bulk insurance, bulk certificate of mailing, and return receipt for merchandise service.
d. Parcel Select Lightweight mailings are subject to the ZIP Code Accuracy standards and Move Update standards under 443.3.0.

### 3.5.1 General Eligibility

Parcel Select Lightweight parcels are presorted machinable or irregular parcels. The following also applies:
a. Machinable pieces must meet the standards in 401.1.5.
b. Irregular pieces are subject to the requirements in 401.1.6.
c. Postage must be paid by permit imprint, postage evidencing systems (under 604.4.0), or by stamps precanceled by a mailer's postmark that includes the Parcel Select Lightweight price marking.
d. Each mailing must contain at least 200 pieces or 50 pounds of pieces.
e. Pieces must bear a unique IMpb or extra services barcode, including a postal routing code, prepared under 708.5.0. Effective January 7, 2013, parcels
must include a unique IMpb with a postal routing code on each parcel.
f. Parcel Select Lightweight mailings may include an alternative addressing format under 602.3.0.

### 3.5.2 Price Application

Prices for Parcel Select Lightweight apply separately to machinable parcels and irregular parcels that meet the eligibility standards in 2.0 and 3.5 and the preparation standards in 455.8.0, 705.6.0, or 705.8.0. When pieces are combined under 705.6.0, pieces are eligible for the applicable prices when the combined total meets the eligibility standards. For example, when there are 10 pounds of combined machinable parcels and irregular parcels in a 5-digit sack, all pieces are eligible for the 5-digit prices.

### 3.5.3 Prices for Machinable Parcels

The following prices apply to Parcel Select Lightweight machinable parcels:
a. 5-Digit Price; the 5-digit price applies to qualifying machinable parcels that are dropshipped to a DNDC (or ASF when claiming DNDC prices), DSCF, or DDU and presented:

1. In a 5-digit/scheme (L606) sack containing at least 10 pounds of pieces or on a 5-digit/scheme (L606) pallet, according to standards in 705.8.10.
2. As one or more parcels that mailers drop ship to a DDU under 456.2.1.1f.
b. NDC Price; the NDC price applies to qualifying machinable parcels as follows under either of the following conditions:
3. When dropshipped to an ASF or NDC and presented in an ASF or NDC sack containing at least 10 pounds of parcels; or on an ASF or NDC pallet, according to standards in 705.8.10; or in an NDC/ ASF container prepared under 705.21.0.
4. When presented at the origin acceptance office on an ASF or an NDC pallet containing at least 200 pounds of pieces.
c. Mixed NDC Price; the mixed NDC price applies to machinable parcels that are not eligible for 5-digit or NDC prices. Place machinable parcels at mixed NDC prices in origin NDC sacks or on origin NDC pallets, then in mixed NDC sacks or on mixed NDC pallets.

### 3.5.4 Prices for Irregular Parcels

The following prices apply to Parcel Select Lightweight irregular parcels:
a. 5-Digit Price; the 5-digit price applies to irregular parcels that are dropshipped to a DNDC (or ASF when claiming DNDC prices), DSCF, or DDU and presented:

1. In a 5-digit/scheme (L606) sack containing at least 10 pounds of pieces.
2. On a 5-digit/scheme (L606) pallet, according to 705.8.10.
3. As one or more parcels that mailers dropship to a DDU under 456.2.1.1f.
4. In 5-digit/scheme containers prepared under 705.21.0.
b. SCF Price; the SCF price applies to irregular parcels that are dropshipped and presented to a DSCF or DNDC:
5. In an SCF sack containing at least 10 pounds of parcels.
6. On an SCF pallet, according to 705.8.10.
7. In SCF containers prepared under 705.21.0.
c. NDC Price; the NDC price applies to qualifying irregular parcels as follows under either of the following conditions:
8. When dropshipped to an ASF or NDC and presented in an ASF or NDC sack containing at least 10 pounds of parcels; or on an ASF or NDC pallet, according to standards in 705.8.10; or in an NDC/ ASF container prepared under 705.21.0.
9. When presented at the origin acceptance office on an ASF or NDC pallet containing at least 200 pounds of pieces.
d. Mixed NDC Price; the mixed NDC price applies to irregular parcels in origin NDC or mixed NDC containers that are not eligible for 5-digit, SCF, or NDC prices. Place irregular parcels at mixed NDC prices in origin NDC or mixed NDC sacks under 455.8.3 or on origin NDC or mixed NDC pallets under 705.8.10.

## $3.9 \quad$ Hold For Pickup

[Revise renumbered 3.9 as follows:]
Only Parcel Select Nonpresort parcels and Parcel Select Regional Ground parcels are eligible for Hold For Pickup service and are held at a designated Post Office location for pickup by a specified addressee or designee (see 508.8.0).

## 454

## Postage Payment and Documentation

1.0 Basic Standards for Postage Payment

### 1.1 Postage Payment Options

Mailing fees must be paid for the current 12-month period at the Postal Service facility where postage is paid for the mailing.
[Revise item 1.1a as follows:]
a. Permit imprint may be used for identical-weight pieces provided the mail can be separated at acceptance into groups that each contain pieces subject to the same zone and same combination of prices (e.g., all are zone 4, with an NDC presort discount).
1.0 General Information for Mail Preparation

### 1.8 Parcel Select Markings

${ }^{* * *}$ The following product markings are required:

## [Revise item 1.8d as follows:]

d. Nonpresort - "Parcel Select Nonpresort" or "Parcel Select NPS."
[Add new items 1.8 e and 1.8 f as follows:]
e. Regional Ground - "Parcel Select Regional Ground" or Parcel Select RG."

1. Origin SCF Entry - "OSCF."
2. Origin NDC Entry - "ONDC."
f. Lightweight - "Parcel Select Lightweight" or "PS Lightweight."

### 4.0 Preparing Destination Entry Parcel Select

*     *         * 

4.3 Preparing Destination NDC (DNDC) Parcel Select

### 4.3.2 Basic Standards

Pieces must meet the applicable standards in 4.0 and the following criteria:
[Delete item 4.3.2c in its entirety and renumber items 4.3.2d and 4.3.2e as new items 4.3.2c and 4.3.2d.]
[Revise the heading of 6.0 as follows:]

### 6.0 Preparing Machinable Parcels <br> 6.1 Definition

## [Revise 6.1 as follows:]

Parcel Select machinable parcels must meet the physical standards in 401.1.5.

### 6.2 Basic Standards

Pieces must meet the applicable standards in 4.0 and the following criteria:
[Revise item 6.2a as follows:]
a. Must be part of a mailing of at least 50 Parcel Select pieces, except there is no minimum volume for non-
presorted parcels when postage is paid using PC Postage.

## 7.0

## 7.1

## Preparing Parcel Select Regional Ground

Definition
[Revise the first sentence of 7.1 as follows:]
Parcel Select Regional Ground parcels (see 453.3.4.1) are lightweight parcels entered at eligible OSCF and ONDC for zones local, 1, 2, and 3 locations.***

### 7.2 Basic Standards

[Revise 7.2 as follows:]
Parcels must be barcoded, machinable (401.1.5), and weigh 5 pounds or less.
[Add new 455.8.0 as follows:]

### 8.0 Preparing Parcel Select Lightweight

### 8.1 Basic Standards

All mailings and all pieces in each mailing at Parcel Select Lightweight machinable and irregular prices are subject to the specific preparation standards in 8.2 and 8.3, and to these general standards:
a. All pieces must meet the standards for basic eligibility in 453.3.5.1.
b. Pieces in each mailing must be all machinable parcels or all irregular parcels as defined in 401.1.0, unless prepared under 8.2.1.
c. All mailings must meet the applicable general preparation standards in 1.0 through 4.0 , and labeling standards in 708.6.0.
d. All pieces in the mailing must meet the specific sortation and preparation standards in 8.0 or the palletization standards in 705.8.0.
e. Sortation determines price eligibility under in 453.3.5.2 through 453.3.5.4.

### 8.2 Preparing Machinable Parcels <br> 8.2.1 Sacking

Mailers may prepare 5-digit sacks only for parcels that will be dropshipped to a DNDC (or ASF when claiming DNDC prices), DSCF, or DDU. Mailers may prepare ASF or NDC sacks only for parcels that will be dropshipped to a DNDC (or ASF when claiming DNDC prices). There is no minimum for parcels prepared in 5-digit/scheme sacks entered at a DDU. Mailers choosing to combine the preparation of irregular parcels with machinable parcels placed in 5-digit/ scheme sacks must prepare those sacks under 8.2.2a.

### 8.2.2 Sacking and Labeling

Preparation sequence, sack size, and labeling:
a. 5-digit/scheme (optional, but required for 5-digit price), see definition in 1.4; allowed only for mail deposited at DNDC (or ASF when claiming DNDC prices), DSCF, or DDU. Sacks must contain a 10-pound minimum except at DDU entry, which has no minimum; labeling:

1. Line 1: For 5-digit scheme sacks, use L606, Column B. For 5-digit sacks, use city, state, and 5digit ZIP Code destination on pieces (see 4.0 for overseas military mail).
2. Line 2: For 5-digit scheme sacks, "PSLW MACH 5D SCH." For 5-digit sacks, "PSLW MACH 5D."
b. ASF (optional), allowed only for mail deposited at an ASF to claim DNDC price; 10-pound minimum; labeling:
3. Line 1: L602, Column B. DNDC price eligibility determined by Exhibit 453.3.1.3.
4. Line 2: "PSLW MACH ASF."
c. NDC, allowed only for mail deposited at a DNDC to claim the NDC price; 10-pound minimum; labeling:
5. Line 1: L601, Column B. DNDC price eligibility determined by Exhibit 453.3.1.3.
6. Line 2: "PSLW MACH NDC."
d. Origin NDC (required); no minimum; labeling:
7. Line 1: L601, Column B.
8. Line 2: "PSLW MACH NDC."
e. Mixed NDC (required); no minimum; labeling:
9. Line 1: "MXD" followed by L601, Column B information for NDC serving 3-digit ZIP Code prefix of entry Post Office.
10. Line 2: "PSLW MACH WKG."

### 8.3 Preparing Irregular Parcels

### 8.3.1 Sacking

Mailers may prepare 5-digit sacks only for parcels that will be dropshipped to a DNDC (or ASF when claiming DNDC prices), DSCF, or DDU. See 8.3.3 for restrictions on SCF, ASF, and NDC sacks. Mailers must prepare a sack when the quantities of mail for a required presort destination reaches 10 pounds of pieces. There is no minimum for parcels prepared in 5-digit/scheme sacks entered at a DDU. Mailers combining irregular parcels with machinable parcels in 5-digit/scheme sacks must prepare those sacks under 8.2.2a. Mailers may not prepare sacks containing irregular and machinable parcels to other presort levels.

### 8.3.2 Drop Shipment

A mailer using Priority Mail or Express Mail Open and Distribute to dropship Parcel Select Lightweight irregular parcels may prepare sacks containing fewer than 125 pieces or less than 15 pounds of mail.

### 8.3.3 Sacking and Labeling

Preparation sequence, sack size, and labeling:
a. 5-digit/scheme (optional, but required for 5-digit price), see definition in 1.4; allowed only for mail deposited at DNDC (or ASF when claiming DNDC prices), DSCF, or DDU. Sacks must contain a 10-pound minimum except at DDU entry, which has no minimum; labeling:

1. Line 1: For 5-digit scheme sacks, use L606, Column B. For 5-digit sacks, use city, state, and 5digit ZIP Code destination on pieces (see 4.0 for overseas military mail).
2. Line 2: For 5-digit scheme sacks, "PSLW IRREG 5D SCH." For 5-digit sacks, "PSLW IRREG 5D."
b. SCF, allowed only for mail deposited at a DSCF or a DNDC to claim SCF price; 10-pound minimum; labeling:
3. For Line 1, L002, Column C.
4. For Line 2, "PSLW IRREG SCF."
c. ASF (optional), allowed only for mail deposited at an ASF to claim DNDC price; 10-pound minimum; labeling:
5. Line 1: L602, Column B. DNDC price eligibility determined by Exhibit 446.3.1, NDC/ASF - DNDC Price Eligibility.
6. Line 2: "PSLW IRREG ASF."
d. NDC, allowed only for mail deposited at a DNDC to claim the NDC price; 10-pound minimum; labeling:
7. Line 1: L601, Column B. DNDC price eligibility determined by Exhibit 453.3.1.3.
8. Line 2: "PSLW IRREG NDC."
e. Origin NDC (required); no minimum; labeling:
9. Line 1: L601, Column B.
10. Line 2: "PSLW IRREG NDC."
f. Mixed NDC (required); no minimum; labeling:
11. Line 1: "MXD" followed by L601, Column B information for NDC serving 3-digit ZIP Code prefix of entry Post Office.
12. Line 2: "PSLW IRREG WKG."

456 Enter and Deposit
2.0 Deposit

### 2.19 Parcel Select Regional Ground—Deposit at ONDC

[Revise 2.19 as follows:]
Parcel Select Regional Ground mailings deposited at the ONDC may include mailpieces for zones local, 1, 2, and 3,
but pieces may be destined for addresses outside that ONDC service area.

## 500 Additional Mailing Services

503 Extra Services
2.0 Registered Mail
2.4 Mailing
[Revise the heading and text of 2.4.10 as follows:]

### 2.4.10 Redirection of Mail

Registered Mail may be redirected to the sender using Package Intercept under 507.5.
4.0 Insured Mail
4.2 Basic Information

### 4.2.2 Eligible Matter

The following types of mail may be insured:
[Revise item 4.2.2b as follows:]
b. Standard Mail and Parcel Select Lightweight pieces prepared as machinable or irregular parcels (bulk insurance only).

6.0 Return Receipt
6.2 Basic Information

### 6.2.2 Eligible Matter

Return receipt service is available for:

## [Revise item 6.2.2c as follows:]

c. Standard Mail parcels or Parcel Select Lightweight pieces, when bulk insurance (for more than \$200.00) is purchased at the time of mailing.

### 7.0 Restricted Delivery

### 7.2 Basic Information

### 7.2.2 Eligible Matter

Restricted Delivery service is available for:
[Revise item 7.2.2b as follows:]
b. Standard Mail parcels or Parcel Select Lightweight pieces, when bulk insurance (for more than $\$ 200.00$ ) is purchased at the time of mailing.
8.0 Adult Signature
8.2 Basic Information

### 8.2.3 Eligible Matter

Adult Signature Required and Adult Signature Restricted Delivery are available for:
[Revise item 8.2.3c as follows:]
c. Parcel Select Nonpresort.

### 8.2.4 Ineligible Matter

Adult Signature Required and Adult Signature Restricted Delivery are not available for:
[Revise item 8.2.4b as follows:]
b. Standard Mail and Parcel Select Lightweight.

### 11.0 Signature Confirmation

### 11.2 Basic Information

### 11.2.3 Ineligible Matter

Signature Confirmation is not available for the following:
[Revise item 11.2.3a as follows:]
a. Express Mail, Periodicals, Standard Mail, and Parcel Select Lightweight.

### 12.2 Basic Information

### 12.2.2 Eligible Matter

[Revise the introductory text of 12.2.2 as follows:]
COD service may be used for Express Mail, First-Class Mail, Priority Mail (excluding Critical Mail), and any Package Services or Parcel Select (except Parcel Select Lightweight) sub-category if:

Special Handling

### 13.2 Basic Information

### 13.2.2 Eligible Matter

## [Revise 13.2.2 as follows:]

Special handling service is available only for First-Class Mail, Priority Mail (excluding Critical Mail), Package Services, and Parcel Select (except Parcel Select Lightweight) pieces.

## 505

5.0 Parcel Return Service
5.1 Basic Information

### 5.1.1 Description

## [Revise 5.1.1 as follows:]

Parcel Return Service (PRS) applies to parcels that are picked up in bulk by authorized permit holders or their agents. Permit holders guarantee payment of postage for all parcels mailed with a PRS label. By providing an approved PRS label to its customers, the merchant or other party designates the permit holder identified on the label as their agent for receipt of mail bearing that label, and authorizes the USPS to provide that mail to the permit holder or its designee. The permit holder must retrieve parcels at each of the return network distribution centers (RNDCs). For this purpose, an RNDC is each NDC (but not any ASFs) listed in Exhibit 453.3.1.3. PRS permit holders also may retrieve parcels at one or more designated return sectional center facility (RSCF) or designated return delivery units (RDUs). Payment for parcels returned under PRS is deducted from a separate advance deposit (postage-due) account funded through the Centralized Account Processing System (CAPS). The permit holder must be authorized to use eVS (see 705.2.9).

### 5.1.5 Application

Companies who wish to participate in PRS must send a request on company letterhead to the manager, Business Mailer Support (see 608.8.0 for address). The request must contain the following information:
[Revise item 5.1.5 c as follows:]
c. The price category or categories to be used, and the proposed retrieval locations (delivery units, sectional center facilities, and network distribution centers).

### 5.1.6 Approval

The manager, Business Mailer Support reviews each request and proceeds as follows:
[Revise item 5.1.6a as follows:]
a. If the applicant meets the criteria, the manager, Business Mailer Support approves the letter of request and sends an authorization letter outlining the terms and conditions for the program.

### 5.1.9 Pickup Schedule and Location

[Revise the introductory text of 5.1.9 as follows:]
Permit holders or their agents must set up recurring or standing appointments to retrieve PRS parcels. If the permit holder (or agent) has existing appointments to deliver Parcel Select parcels to destination facilities and those facilities are one of the NDCs, designated RSCFs, or designated RDUs, those appointments can be used for retrieving PRS parcels at the same time. Permit holders or their agents must retrieve parcels on a regular schedule as follows:
[Renumber items 5.1.9b and 5.1.9c as 5.1.9c and 5.1.9d and add new item 5.1.9b as follows:]
b. From all listed RSCFs, at a minimum of every 24 hours, excluding Saturdays, Sundays, and USPS holidays. The Postal Service maintains a list of active RSCFs and provides permit holders 30 days notice of changes to the list. This list may be obtained by contacting the manager, New Business Opportunities (see 608.8.0 for address).

### 5.2 Postage and Fees

### 5.2.1 Postage

[Revise the introductory text of 5.2.1 as follows:]
There are three PRS price categories:
[Renumber item 5.2.1b as 5.2.1c and add new item 5.2.1b as follows:]
b. Parcel Return Service - RSCF. Parcels returned as Parcel Post to, and retrieved in bulk from, a designated SCF.

## $5.3 \quad$ Prices

[Renumber 5.3.1 through 5.3.3 as 5.3.2 through 5.3.4, and add new 5.3.1 as follows:]

### 5.3.1 Parcel Return Service Prices

Parcel Return Service prices are based on the price that applies to the weight increment of each addressed piece, and on the designated return facility, RDU, RSCF, or RNDC. The price is charged per pound or fraction thereof; any fraction of a pound is considered a whole pound. For example, if an item weighs 4.225 pounds, the weight increment is 5 pounds. The minimum price per piece is the 1-pound price.
[Revise the heading and text of renumbered 5.3 .2 as follows:]

### 5.3.2 Parcel Return Service—Nonmachinable Prices

Parcels exceeding the maximum machinable dimensions in 401.1.5 or are considered an outside parcel under 401.1.7 are subject to nonmachinable prices.
[Revise the heading and text of renumbered 5.3.3 as follows:]

### 5.3.3 Balloon and Oversized Prices

RSCF and RNDC parcels that weigh less than 20 pounds but measure more than 84 inches in combined length and girth are charged the applicable price for a 20-pound parcel (balloon price). Regardless of weight, any parcel that measures more than 108 inches (but not more than 130 inches) in combined length and girth must pay the oversized price.

### 6.0 Bulk Parcel Return Service

### 6.3 General Information

### 6.3.1 Description

[Revise the first sentence of 6.3.1 as follows:]
Bulk parcel return service (BPRS) allows mailers of large quantities of Standard Mail or Parcel Select Lightweight machinable parcels that are either undeliverable-asaddressed or opened and remailed by addressees to be returned to designated postal facilities.***

### 6.3.2 Availability

A mailer may be authorized to use BPRS when the following conditions apply:
[Revise items 6.3.2a and 6.3.2b as follows:]
a. All returned parcels are initially prepared as regular or Nonprofit Standard Mail, or Parcel Select Lightweight, and are machinable parcels as defined in 401.1.0.
b. At least 10,000 Standard Mail or Parcel Select Lightweight machinable parcels will be returned to a designated postal facility during a 12-month period.
[Revise item 6.3.2i as follows:]
i. Standard Mail or Parcel Select Lightweight parcels that qualify for a single-piece Package Services price under the applicable standards and that contain the name of the Package Services price in the mailer's ancillary service endorsement are not eligible for BPRS.

507 Mailer Services
1.0 Treatment of Mail
1.5 Treatment for Ancillary Services by Class of Mail
[Revise the heading and introductory text of 1.5 .3 as follows:]

### 1.5.3 Standard Mail and Parcel Select Lightweight

Undeliverable-as-addressed (UAA) Standard Mail and Parcel Select Lightweight pieces are treated as described in Exhibit 1.5.3a and Exhibit 1.5.3k, with these additional conditions:
[Revise item 1.5.3a as follows:]
a. Standard Mail and Parcel Select Lightweight are forwarded only to domestic addresses.

## [Revise the heading of Exhibit 1.5.3a as follows:]

Exhibit 1.5.3a Treatment of Undeliverable Standard Mail and Parcel Select Lightweight
[Revise Exhibit 1.5.3a footnotes 5c and 5d as follows:]
c. The endorsement "Change Service Requested" is not permitted for Standard Mail or Parcel Select Lightweight pieces containing hazardous materials under 601.10.0. Standard Mail containing hazardous materials must bear the endorsement "Address Service Requested," "Forwarding Service Requested," or "Return Service Requested."
d. Standard Mail or Parcel Select Lightweight pieces can be forwarded or returned at the appropriate Me dia Mail or Library Mail price if the content of the mail qualifies as Media Mail or Library Mail under 173, 373 , or 473 and the mail is marked "Media Mail" or
"Library Mail" directly below the ancillary service endorsement.
[Revise Exhibit 1.5.3a footnotes $5 f$ and $5 g$ as follows:]
f. If a Standard Mail or Parcel Select Lightweight piece or any attachment to that piece is not opened by the addressee and the sender has guaranteed forwarding and return postage, the addressee may refuse delivery of the piece and have it returned to the sender without affixing postage. If a Standard Mail or Parcel Select Lightweight piece or any attachment to that piece is opened by the addressee, the addressee must affix the required postage to return the piece to the sender.
g. Standard Mail or Parcel Select Lightweight with bulk insurance or return receipt for merchandise must be endorsed "Address Service Requested," "Forwarding Service Requested," or "Return Service Requested." Standard Mail with Delivery Confirmation must be endorsed "Address Service Requested," "Forwarding Service Requested," "Return Service Requested," or "Change Service Requested."

### 1.5.4 Package Services and Parcel Select

[Add new item 1.5 .4 g as follows:]
g. See 1.5.3 for instructions for undeliverable Parcel Select Lightweight pieces.

## Exhibit 1.5.4 Treatment of Undeliverable Package Services Mail and Parcel Select

[Under Mailer Endorsement "Address Service Requested," revise the first bullet under "If no change-of-address order on file" to remove the word "barcoded" as follows:]

- Parcel Select: at the Parcel Select Nonpresort price plus the additional service fee.
[Under Mailer Endorsement "Address Service Requested," revise the second sentence in the first bullet and item a under "If change-of-address order on file" by removing the word "barcoded" as follows:]
- Months 1 through 12: ***Parcel Select forwarded as postage due to addressee at the Parcel Select Nonpresort price plus the additional service fee for Parcel Select.***
a. Parcel Select: at the Parcel Select Nonpresort price plus the additional service fee.

[Under Mailer Endorsement "Forwarding Service Requested," revise the first bullet under "If no change-ofaddress order on file" to remove the word "barcode" as follows:]
- Parcel Select: at the Parcel Select Nonpresort price plus the additional service fee.

|  | $*$ | $*$ | $*$ | $*$ | $*$ |
| ---: | :--- | :--- | :---: | :---: | :--- |
| [Under Mailer Endorsement "Forwarding Service |  |  |  |  |  | Requested," revise the second sentence in the first bullet and item a under "If change-of-address order on file" to remove the word "barcode" as follows:]

- Months 1 through 12: ***Parcel Select forwarded as postage due to addressee at the Parcel Select Nonpresort price plus the additional service fee for Parcel Select.***
a. Parcel Select: at the Parcel Select Nonpresort price plus the additional service fee.
[Under Mailer Endorsement "Return Service Requested," revise the first bullet under "In all cases" to remove the word "barcoded" as follows:]
- Parcel Select: at the Parcel Select Nonpresort price plus the additional service fee.


### 2.0 Forwarding

### 2.3 Postage for Forwarding

[Revise the heading and first two sentences of 2.3 .5 as follows:]

### 2.3.5 Standard Mail and Parcel Select Lightweight

Generally, Standard Mail and Parcel Select Lightweight are subject to collection of additional postage from the mailer when forwarding service is provided by charging the Standard Mail weighted fee on all returns. Shipper Paid Forwarding, used in conjunction with Address Change Service (4.0), provides mailers of Standard Mail and Parcel Select Lightweight parcels an option of paying forwarding postage at the applicable single-piece First-Class Mail or Priority Mail price.***

### 2.3.6 Package Services and Parcel Select

[Revise the first sentence and add a new second sentence of 2.3.6 as follows:]
Package Services and Parcel Select pieces are subject to the collection of additional postage at the applicable price for forwarding; Parcel Select at the Parcel Select Nonpresort price plus the additional service fee and Package Services at the single-piece price for the specific class of mail.

See 2.3.5 for forwarding instructions for Parcel Select Lightweight.***

### 3.0 Premium Forwarding Service

3.1 Prices and Fees

### 3.1.2 Weekly Reshipment Charge

## [Revise 3.1.2 as follows:]

There is a reshipment charge for each Priority Mail shipment to one temporary address for each week of service requested. Except for online customers under 3.2.2b, upon submission of the application, the amount due for the total weeks requested must be paid in full.

### 3.1.3 Extension of Service

## [Revise 3.1.3 as follows:]

Premium Forwarding Service (PFS) customers may contact the Post Office responsible for delivery to the primary address prior to the last shipment date and extend PFS service (up to 1 year maximum service from the initial start date) as needed. An extension of service may also be performed online at www.usps.com/premiumforwarding for customers who completed their application online. Except for online customers under 3.2.2b, an extension is processed only after the Post Office receives payment of the reshipment charges due for the total weeks of extension requested.

### 3.1.4 Early Termination of Service

## [Revise 3.1.4 as follows:]

Except for online customers under 3.2.2b, a customer who terminates PFS early (e.g., a customer prepays for 10 weeks but returns to a primary address after 8 weeks, either temporarily or permanently) may request a refund for any unused weekly shipment charges from the Post Office serving the primary address. The application fee is nonrefundable.

### 3.2 Basic Standards

### 3.2.1 Description

[Revise the first sentence in 3.2.1 as follows:]
Except as provided in 3.2.2b, Premium Forwarding Service (PFS) provides residential delivery customers, and certain Post Office Box customers, an option to have all mail addressed to their primary address reshipped or rerouted to a temporary address mainly by means of a weekly Priority Mail shipment.***

### 3.2.2 Use

Participation in PFS is subject to the following standards:
[Revise items 3.2.2a and 3.2.2b as follows:]
a. Except as provided in 3.2.2b, PFS is available to residential delivery customers and to Post Office Box customers with a size-one or size-two Post Office Box.
b. Customers may submit a completed Form 8176, Premium Forwarding Service ${ }^{\circledR}$ (PFS ${ }^{\circledR}$ ) Application, at the Post Office serving the primary address or online. Customers may complete an online application at www.usps.com/premiumforwarding. A PFS application completed online is only available for residential delivery customers. The application fee and recurring weekly installments are processed as services are rendered and must be paid by credit card. Modification or cancellation of the service can only be done online when the initial request was completed online.

### 3.3 Preparation

[Revise the heading and first sentence of 3.3.6 as follows:]

### 3.3.6 Standard Mail or Parcel Select Lightweight Parcels Not Requiring a Scan or Signature at Delivery

Eligible Standard Mail or Parcel Select Lightweight parcels that do not require a scan or signature at delivery are included in the weekly Priority Mail shipment provided they will fit.***
[Renumber current 5.0 through 8.0 as new 6.0 through 9.0 and add new 5.0 as follows:]

### 5.0 Package Intercept

### 5.1 Description of Service

Package Intercept service provides a method for customers to authorize redirection of any mailable domestic mailpiece to sender. If the mail item is found and redirected, additional postage is charged as provided under 5.2. Package Intercept requests are active for 10 days.

### 5.1.1 Eligibility

Package Intercept service is available for any Express Mail, Priority Mail, First-Class Mail, First-Class Package Service, Parcel Select, and Package Services, letter, flat, or parcel measuring not more than 108 inches in length and girth combined, with a tracking barcode.

### 5.1.2 Ineligible

Package Intercept is not available to international and APO/FPO/DPO destinations or on mailpieces requiring a customs label (608.2.4). Package Intercept is also not available for any mailpiece that indicates surface-only transportation such as Label 127, Surface Mail Only, or bears other hazardous materials markings such as "Consumer Commodity ORM-D".

### 5.2 Postage and Fees

Customers must pay a nonrefundable per-piece fee to initiate the process of attempting to intercept the mailpiece. All mailpieces that are redirected to the sender may be additionally subject to payment of the applicable postage. Payment of the Package Intercept fee may be made by cash, check, credit card, or debit card. Postage for the redirection to sender will be charged based on how the piece was originally mailed and collected as postage due.

### 5.3 Adding Extra Services

Extra services cannot be added to mailpieces intercepted and redirected to sender.

### 5.4 Registered Mail

Package Intercept is available for eligible matter mailed using Registered Mail service. The maximum declared value for intercepted Registered Mail is $\$ 15,000,000$. In addition to 5.2 and 5.5 , customers requesting to intercept Registered Mail must write on the receipt "Withdrawn" and sign and surrender the receipt to the Post Office.

### 5.5 Request for Intercept

Retail and commercial customers may request Package Intercept by submitting PS Form 1509, Application for Package Intercept, at the Post Office of mailing along with valid photo identification. Intercepted mailpieces are only redirected to sender. Only the sender or authorized representative can request Package Intercept.
[Revise the heading of renumbered 6.0 as follows:]

### 6.0 Requesting Withdrawal and Disposal of a Mailing

[Delete renumbered 6.1 and renumber 6.2 as new 6.1. Revise the heading of new 6.1 as follows:]

### 6.1 Request Process

508 Recipient Services

### 7.0 Hold For Pickup

### 7.2 Basic Information

### 7.2.2 Basic Eligibility

[Revise the second sentence in 7.2.2 as follows:]
***Hold For Pickup service is also available with online and commercial mailings of Priority Mail (except Critical Mail), First-Class Package Service, Parcel Select Nonpresort parcels, and Parcel Select Regional Ground parcels when:
[Revise the heading and first sentence of 5.3.7 as follows:]

### 5.3.7 Standard Mail, Parcel Select and Package Services Format

A Standard Mail, Parcel Select, or Package Services permit imprint indicia must contain the same information required in 5.3.6, except that the Standard Mail, the applicable Parcel Select (Parcel Select, Parcel Select Regional Ground, or Parcel Select Lightweight), or the applicable Package Services (Parcel Post, Bound Printed Matter, Media Mail, or Library Mail) marking must be used instead of "First-Class Mail."***

### 5.3.11 Indicia Formats

## Exhibit 5.3.11 Indicia Formats for Official Mail and Other Classes

[Insert a new "Parcel Select" category title immediately above the current "Package Services" category title, move the current "Parcel Select" imprint example under the new "Parcel Select" category title and add two additional imprint examples as follows:]

Parcel Select

| PARCELSELECT | PARCEL SELECT | PARCEL SELECT |
| :--- | :--- | :--- |
| US POSTAGE PAID | REGIONAL GROUND | LIGHTWEIGHT |
| NEW YORK, NY | US POSTAGE PAID | US POSTAGE PAID |
| PERMIT NO. 1 | NEW YORK, NY | NEW YORK, NY |
|  | PERMIT NO. 1 | PERMIT NO. 1 |

## Package Services

[Delete the words "Parcel Select" from the Parcel Post/Parcel Select sub heading.]

703 Nonprofit Standard Mail and Other Unique Eligibility
2.0 Overseas Military Mail
2.1 Basic Standards

### 2.1.2 APO/FPO Priority Mail Flat Rate Boxes

[Revise 2.1.2 as follows:]
Only USPS-produced Flat Rate Boxes are eligible for the Flat Rate Box prices and are charged a flat rate regardless of the actual weight (up to 70 pounds) of the mailpiece or domestic destination. The Board Game Large Flat Rate Box, Large Flat Rate Box, and "special version of this box" identified with the additional logo: "Americasupportsyou.mil." addressed to APO/FPO and DPO destinations are priced less than the conventional domestic Large Flat Rate Boxes. If the special version of the APO/FPO Flat Rate Box is used for non-APO/ FPO and DPO destination addresses, the domestic or international Large Flat Rate Box prices will apply.

### 2.6 Express Mail Military Service (EMMS)

### 2.6.1 Availability

## [Revise 2.6.1 as follows:]

EMMS, including Express Mail Flat Rate packaging under 113.1.4, is available between the United States and designated APOs and FPOs to provide Department of Defense personnel stationed overseas, and others entitled to APO and FPO mailing privileges, an expedited delivery service to or from the United States.

705
Advanced Preparation and Special Postage Payment Systems

### 2.0 Manifest Mailing System

### 2.9 Electronic Verification System

*     *         *             *                 * 


### 2.9.2 Availability

eVS may be used only for mail paid with a permit imprint and the following classes and subclasses of mail:
[Revise item 2.9.2g as follows:]
g. Parcel Select. Includes Parcel Select Lightweight; DNDC prices, DSCF prices, and DDU prices (including balloon and oversized prices); machinable parcels and nonmachinable parcels; origin NDC and NDC presort prices.
[Delete item 2.9.2h in its entirety and renumber items 2.9.2i through 2.9.2k as items 2.9.2h through 2.9.2j.]


### 6.0 Combining Mailings of Standard Mail, Package Services, and Parcel Select Parcels

[Revise the heading of 6.1 as follows:]

### 6.1 Basic Standards for Combining Parcels

### 6.1.1 Basic Standards

[Revise the introductory text of 6.1.1 as follows:]
Standard Mail parcels, Parcel Select Lightweight parcels, Package Services parcels, and other Parcel Select parcels (except Parcel Select Regional Ground) in combined mailings must meet the following standards:
[Revise the heading and text of 6.2 as follows:]

### 6.2 Combining Parcels—DNDC Entry

Mailers may combine Standard Mail Marketing Parcels 6 ounces or more, machinable Parcel Select Lightweight parcels, machinable Package Services parcels, and Parcel Select machinable parcels for entry at a NDC when authorized by the USPS under 6.1.4.

### 6.2.1 Eligible Prices

[Revise the first sentence of 6.2.1 as follows:]
Combined pieces may be eligible for Standard Mail, Parcel Post, Parcel Select Lightweight, Parcel Select DNDC/ASF, single-piece and Presorted Media Mail, single-piece and Presorted Library Mail, Bound Printed Matter DNDC, and single-piece and Presorted Bound Printed Matter prices.***

### 6.2.2 Additional Standards

## [Revise the introductory text of 6.2.2 as follows:]

Standard Mail machinable parcels, Standard Mail marketing parcels 6 ounces or more, Parcel Select Lightweight machinable parcels, and Package Services and Parcel Select machinable parcels prepared for DNDC entry must meet the following conditions in addition to the basic standards in 6.1:
[Revise item 6.2.2a as follows:]
a. Each piece in a combined Standard Mail, Package Services, and Parcel Select mailing must meet the criteria for machinable parcels in 401.1.5 or the criteria in 401.2.4.2 for Standard Mail marketing parcels 6 ounces or more.
[Revise item 6.2.2e as follows:]
e. Mailers must deposit combined machinable parcels at NDCs or ASFs (see Exhibit 446.3.1) under applicable standards in 16.0.

### 6.3 Combining Parcels-Parcel Select ONDC Presort, NDC Presort, DSCF, and DDU Prices

6.3.1 Qualification

Combination requirements for specific discounts and prices are as follows:
[Revise item 6.3.1a as follows:]
a. When claiming Parcel Select ONDC or NDC Presort discounts, machinable Parcel Select Lightweight parcels, machinable Standard Mail parcels, and Standard Mail marketing parcels weighing 6 ounces or more may be combined with machinable Package Services parcels under 6.3 only if the mailpieces are palletized and each pallet or pallet box contains a 200-pound minimum.
[Delete item 6.3.1b in its entirety, and renumber items 6.3.1c and 6.3.1d as items 6.3.1b and 6.3.1c. Revise renumbered items 6.3.1b and 6.3.1c as follows:]
b. When claiming the DSCF price for Parcel Select, Parcel Select Lightweight, Bound Printed Matter parcels, all Standard Mail parcels may be combined with Package Services and Parcel Select parcels under 6.3.
c. All Standard Mail parcels may be combined with Package Services, Parcel Select parcels, and Parcel Select Lightweight parcels prepared for DDU prices under 6.3.

### 6.3.2 Preparation and Prices

Combined parcels must be prepared as follows:
[Revise the second sentence of item 6.3.2b as follows:]
b. ***All other requirements for Parcel Select DSCF prices, Parcel Select Lightweight prices, and Standard Mail prices, as applicable, must be met. ${ }^{* * *}$
[Revise the last sentences of items 6.3.2b1 and 6.3.2b2 as follows:]

1. ***After the minimum sack volume has been met, Standard Mail parcels and Parcel Select Lightweight parcels may be included in the sack or in overflow sacks.
2. ***After the minimum pallet volume has been met, Standard Mail parcels and Parcel Select Lightweight parcels may be included on the pallet or in overflow sacks.
[Revise items 6.3.2b3 and 6.3.2b4 as follows:]
3. If palletized under the alternate pallet preparation where no pallet may contain fewer than 35 pieces and 200 pounds provided the average number of pieces on pallets qualifying for the DSCF price is at least 50, Standard Mail parcels or Parcel Select Lightweight parcels may not be combined with Package Services and Parcel Select parcels.
4. If palletized under the option to prepare 5-digit scheme or 5 -digit pallets under the 36 -inch-high (mail only) pallet minimum, any combination of Standard Mail, Parcel Select Lightweight, Package

Services, and Parcel Select parcels may be used to meet the minimum pallet height requirement.
[Revise item 6.3.2b6 as follows:]
6. Standard Mail parcels and Parcel Select Lightweight parcels are eligible for presorted prices according to 443 and 353.3 .5 respectively.
[Revise the third sentence in the introductory text of item 6.3.2c as follows:]
c. ${ }^{* * *}$ All other requirements for Parcel Select ONDC Presort or NDC Presort prices, Parcel Select Lightweight prices and Standard Mail prices must be met. ***

## [Revise item 6.3.2c1 as follows:]

1. The minimum height requirement for each pallet or pallet box on a pallet may be met using any combination of Standard Mail, Parcel Select Lightweight, Package Services, and Parcel Select parcels.
[Revise the introductory sentence of item 6.3.2d as follows:]
d. Package Services, Parcel Select, Standard Mail, and Parcel Select Lightweight parcels qualifying for DDU prices:

### 6.4 Combining Package Services, Parcel Select, and Standard Mail-Optional 3-Digit SCF Entry

### 6.4.1 Entry at Designated SCFs

[Revise 6.4.1 as follows:]
Mailers may deposit pieces otherwise eligible for the Package Services, Parcel Select, Standard Mail, and Parcel Select Lightweight DNDC prices and the Standard Mail and Parcel Select Lightweight DSCF price at an SCF designated by the USPS for destination ZIP Codes listed in labeling list L607.

### 6.4.2 Qualification and Preparation

[Revise the introductory text of 6.4.2 as follows:]
Parcel Select and Bound Printed Matter machinable parcels, and Standard Mail parcels and Parcel Select Lightweight parcels, may be prepared for entry at designated SCFs under these standards:
[Revise item 6.4.2a as follows:]
a. Standard Mail parcels and Parcel Select Lightweight pieces that weigh less than 2 ounces, and Standard Mail and Parcel Select Lightweight parcels that are tubes, rolls, triangles, and similar pieces, may not be included.


## [Revise item 6.4.2d as follows:]

d. Standard Mail machinable parcels, Standard Mail marketing parcels 6 ounces or more, and machinable Parcel Select Lightweight are eligible for the NDC presort level, DNDC price; Standard Mail marketing parcels less than 6 ounces and irregular Standard Mail and Parcel Select Lightweight parcels are eligible for the 3-digit presort level, DSCF price.

### 8.0 Preparing Pallets

### 8.5 General Preparation

### 8.5.2 Required Preparation

[Revise the introductory text of 8.5.2 as follows:]
The following standards apply to Periodicals, Standard Mail, Parcel Select, and Package Services, except Parcel Select mailed at NDC Presort, ONDC Presort, DSCF, and DDU prices.

### 8.6 Pallet Placards

### 8.6.5 Line 2 (Content Line)

Line 2 (content line) must meet these standards:
b. Codes. The codes shown below must be used as appropriate on Line 2 of sack, tray, and pallet labels.

## CONTENT TYPE

## CODE

[In alphabetical order add new row "Parcel Select Lightweight" under "Content Type" column, and the corresponding entry "PSLW" under the "Code" column (right above the Periodicals row).]

### 17.0 Express Mail Open and Distribute and Priority Mail Open and Distribute

### 17.1 Prices and Fees

### 17.1.1 Basis of Price

[Revise 17.1.1 as follows:]
The basis of price for Express Mail and Priority Mail Open and Distribute is as follows:
a. Express Mail postage is based on the weight of the contents of the Open and Distribute shipment. Do not include the tare weight of the external container.

The maximum weight for each container is 70 pounds.
b. Priority Mail commercial plus tray box postage is based on the tray box and zone. The maximum weight for each container is 70 pounds.
c. Except as provided above, Priority Mail postage is based on the weight of the contents of the Open and Distribute shipment. Do not include the tare weight of the external container. Do not apply Priority Mail dimensional weight pricing or Periodicals container prices to the external container. The minimum weight requirement for Open and Distribute sacks is 5 pounds, except for Open and Distribute sacks that contain qualified trays (trays prepared under the standards for the applicable class of mail). The maximum weight for each container is 70 pounds.

### 17.1.5 Payment Method

Postage payment methods are as follows:
[Revise item 17.1.5c as follows:]
c. Priority Mail postage may be paid under any of the options listed in 424.1.1, except Click-N-Ship. Priority Mail postage must be affixed to or hand-stamped on green Tag 161, pink Tag 190, the Open and Distribute tray box, or be part of the address label.

### 17.5.5 Tray Boxes-Express Mail Open and Distribute and Priority Mail Open and Distribute

[Revise the second sentence of 17.5 .5 as follows:]
***Mailers must place a 1-foot or 2-foot managed mail tray, extended managed mail tray, or flat tub into the appropriate size tray box.

### 21.0 Optional Combined Parcel Mailings

21.1 Basic Standards for Combining Parcel Select, Package Services, and Standard Mail Parcels

### 21.1.1 Basic Standards

[Revise the introductory text of 21.1.1 as follows:]
Package Services parcels, Parcel Select parcels (including Parcel Select Lightweight but not Parcel Select Regional Ground parcels), and Standard Mail parcels in a combined parcel mailing must meet the following standards:
d. Combined mailings must meet the following minimum volume requirements:
[Revise items 21.1.1d1 and 21.1.1d2 as follows:]

1. Standard Mail-Minimum 200 pieces or 50 pounds of Standard Mail parcels.
2. Package Services and Parcel Select-Minimum 50 parcels combined.

### 21.2 Price Eligibility

### 21.2.2 Price Application

Apply prices based on the criteria in 400 and the following standards:
[Revise the first sentence of item 21.2.2a as follows:]
a. Standard Mail and Parcel Select machinable and irregular parcels are based on the container level and entry.***

### 21.3 Mail Preparation

### 21.3.1 Basic Standards

Prepare combined mailings as follows:
a. Different parcel types must be prepared separately for combined parcel mailings as indicated below:
[Revise items 21.3.1a1 through 21.3.1a4 as follows:]

1. Standard Mail, Parcel Select, Parcel Select Lightweight, and Package Services machinable parcels, or as provided under 401.1.5.2 for lightweight machinable parcels. Use "STD/PSVC MACH" for line 2 content labeling.
2. Standard Mail, Parcel Select, Parcel Select Lightweight, and Package Services irregular parcels weighing at least 2 ounces and up to, but not including, 6 ounces (APPS-machinable pieces), except for tubes, rolls, triangles, and other similarly irregularly shaped pieces. Use "STD/PSVC" for line 2 content labeling.
3. Standard Mail, Parcel Select, Parcel Select Lightweight, and Package Services tubes, rolls, triangles, and similarly irregularly shaped parcels; and all parcels weighing less than 2 ounces (not APPS-machinable pieces). Use "STD/PSVC IRREG" for line 2 content labeling.
4. All parcel types may be combined in 5-digit and 5digit scheme containers. Use "STD/PSVC PARCELS" for line 2 content labeling.
[Revise the heading and introductory text of 21.3.2 as follows:]

### 21.3.2 Combining Standard Mail, Parcel Select, and

 Package Services Machinable ParcelsPrepare and enter Standard Mail, Parcel Select, Parcel Select Lightweight, and Package Services machinable parcels, and Standard Mail Marketing parcels 6 ounces or more, as combined machinable parcels as shown in the table below.
[Revise the heading and introductory text of 21.3.3 as follows:]

### 21.3.3 Combining Standard Mail, Parcel Select, and Package Services Parcels (APPSMachinable)

Prepare and enter Standard Mail, Parcel Select, Parcel Select Lightweight, and Package Services irregular parcels, and Standard Mail Marketing parcels (weighing at least 2 ounces, but less than 6 ounces, that are not tubes, rolls, triangles, or similarly irregularly shaped parcels) as combined APPS-machinable parcels as shown in the table below.
[Revise the heading and introductory text of 21.3.4 as follows:]

### 21.3.4 Combining Standard Mail, Parcel Select, and Package Services Irregular Parcels (Not APPS-Machinable)

Prepare and enter Standard Mail, Parcel Select, Parcel Select Lightweight, and Package Services, and Standard Mail Marketing parcels under 2 ounces, as combined not APPS-machinable parcels as shown in the table below.

## 708 Technical Specifications

6.0 Standards for Barcoded Tray Labels, Sack Labels, and Container Placards
6.2 Specifications for Barcoded Tray and Sack Labels
6.2.4 3-Digit Content Identifier Numbers

Exhibit 6.2.4 3-Digit Content Identifier Numbers

| CLASS AND MAILING | CIN | HUMAN-READABLE <br> CONTENTLINE |
| :---: | :---: | :---: | :---: |
| $* *$ |  |  |

STANDARD MAIL

*     *         *             *                 * 

[Delete the heading for "STD Not-Flat-Machinable Pieces Less Than 6 OuncesNonautomation" and the six rows immediately beneath it in their entirety.]
[Delete the heading for "STD Not-Flat-Machinable 6 Ounces or MoreNonautomation" under the "Standard Mail" category and the five rows immediately beneath it in their entirety.]
[Insert a new category designator heading "Parcel Select" immediately above the "Parcel Select Machinable Parcels" subcategory as follows:]

## PARCEL SELECT

[Insert headings and text for two new subcategories of Parcel Select Lightweight immediately above the "Combined Package Services and Parcel Select Parcels" subcategory as follows:]

Parcel Select Lightweight Machinable Parcels

| 5-digit sacks | 670 | STD MACH 5D |
| :--- | :--- | :--- |
| 5-digit scheme sacks | 670 | STD MACH 5D SCH |
| ASF sacks | 672 | STDMACH ASF |
| NDC sacks | 673 | STD MACH NDC |
| mixed NDC sacks | 674 | STD MACH WKG |


| Parcel Select Lightweight Irregular Parcels |  |  |  |
| :--- | :--- | :--- | :---: |
| 5-digit sacks | 590 | STD IRREG 5D |  |
| 5-digit scheme sacks | 590 | STD IRREG 5D SCH |  |
| SCF sacks | 596 | STD IRREG SCF |  |
| ASF sacks | 571 | STD IRREG ASF |  |
| NDC sacks | 570 | STD IRREG NDC |  |
| mixed NDC sacks | 594 | STD IRREG WKG |  |
| $* *$ |  | $*$ |  |

We will incorporate these revisions into the next monthly update of the online DMM on Postal Explorer at http:// pe.usps.com.

- Product Classification, Pricing, 12-15-11

DMM Revision: Products Mailable at Nonprofit Standard Mail Prices

Under statutory restrictions in Mailing Standards of the United States Postal Service, Domestic Mail Manual $\left(\mathrm{DMM}^{\circledR}\right)$ 703.1.6.11, products that are mailed at Nonprofit Standard Mail ${ }^{\circledR}$ prices must meet at least one of three exceptions. A low-cost item is one of the exceptions referenced in the Internal Revenue Code. The value of a lowcost item - the actual cost to the authorized nonprofit organization - is determined each year by the Internal Revenue Service, adjusted for the cost of living. For 2012, the value of a low-cost item is $\$ 9.90$ or less.

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

1.0 Nonprofit Standard Mail
1.6 Eligible and Ineligible Matter

### 1.6.11 Products Mailable at Nonprofit Standard Mail Prices

The following products are mailable at Nonprofit Standard Mail prices:
[Revise item 1.6.11a to reflect the change in the maximum value of a low-cost item as follows:]
a. Low-cost items within the meaning of 26 USC 513(h)(2), Internal Revenue Code. At the beginning of each calendar year, the value of low-cost items is adjusted for cost of living. Effective January 1, 2012, the cost of such items cannot exceed $\$ 9.90$. This cost is the cost to the authorized organization that mails the items or on whose behalf the items are mailed.

We will incorporate this revision into the January 22, 2012, update of the online DMM available on Postal Explorer ${ }^{\circledR}$ at $h t t p: / / p e . u s p s . c o m$.

## DMM Revision: Express Mail Domestic Postage Refund Policy and Waiver of Signature

Effective January 22, 2012, the Postal Service ${ }^{\text {TM }}$ will revise Mailing Standards of the United States Postal Service, Domestic Mail Manual ( $\mathrm{DMM}^{\circledR}$ ) throughout various sections to modify the policy for filing claims for domestic Express Mail ${ }^{\circledR}$ postage refunds from 90 days to 30 days after the date of mailing.

Additionally, in conjunction with the implementation of the January 2012 redesigned Express Mail Label 11-B and Label 11-F, Express Mail Post Office to Addressee, the Postal Service ${ }^{T M}$ is modifying both labels by eliminating the "waiver of signature" check box. A customer sending an Express Mail item, and requiring an addressee's signature, must select the new "signature required" box on the new Express Mail label. If the box is not selected, the Postal Service will not obtain a signature from the addressee upon delivery of Express Mail Next Day Delivery and Express Mail Second Day Delivery items. Instead, the carrier will scan the barcode and leave the item in the customer's mail receptacle or other secure location to document delivery.

Express Mail Hold For Pickup service always requires the signature of the addressee or addressee's agent. Therefore, the Express Mail Label 11-HFPU, Express Mail Hold For Pickup, will not be modified to reflect the new "signature required" option.

This revision is based on our final rule Federal Register (76 FR 75461-75464) published December 2, 2011. You can view the notice on Postal Explorer ${ }^{\circledR}$ at http:// pe.usps.com.

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


[Revise the text of 4.1 by combining the introductory text and text of item $a$, and deleting item b in its entirety, as follows:]
Customers may access delivery information at www.usps.com or by calling 1-800-222-1811 toll-free and providing the article number. A delivery record, including the addressee's signature, will be faxed or mailed upon request. See 115.2.2 for more information regarding the addressee's signature.

$\qquad$ *

## Express Mail Next Day and Second Day

### 2.2 Waiver of Signature

[Revise the first sentence of 2.2 as follows:]
For editions of Express Mail Label 11-B or Label 11-F, Express Mail Post Office to Addressee, printed before January 2012, a mailer sending an Express Mail item may instruct the USPS to deliver an Express Mail Next Day Delivery or Express Mail Second Day Delivery item without obtaining the signature of the addressee or the addressee's agent by checking and signing the waiver of signature on Label 11-B or Label 11-F, or indicating waiver of signature is requested on single-ply commercial label..***
[Renumber current item 2.3 as 2.4 and add new 2.3 as follows:]

### 2.3 Signature Required

For editions of Express Mail Label 11-B or Label 11-F printed on or after January 2012, a mailer sending an Express Mail item, and requiring the addressee's signature, must instruct the USPS to obtain a signature from the addressee upon delivery of the item by checking the "signature required" box on Label 11-B or Label 11-F or indicating signature is requested on a single-ply commercial label. If the signature required box is selected, an image of the signature will be provided to mailers when accessing delivery information. A mailer must select signature service for Express Mail Custom Designed Service, Express Mail COD, or Express Mail with additional insurance.

200 Commercial Letters and Cards

210 Express Mail
213 Prices and Eligibility

### 4.0 Service Features of Express Mail

### 4.1 General

[Revise the text of current item 4.1 by combining the introductory text and the text of item $a$, and deleting item $b$ in its entirety, as follows:]
Customers may access delivery information at www.usps.com or by calling 1-800-222-1811 toll-free and providing the article number. A delivery record, including the addressee's signature, will be faxed or mailed upon request. See 215.2.2 for more information regarding the addressee's signature.

215

## Mail Preparation

### 2.0 Express Mail Next Day and Second Day

### 2.2 Waiver of Signature

[Revise the first sentence of 2.2 as follows:]
For editions of Express Mail Label 11-B or Label 11-F printed before January 2012, a mailer sending an Express Mail item may instruct the USPS to deliver an Express Mail Next Day Delivery or Express Mail Second Day Delivery item without obtaining the signature of the addressee or the addressee's agent by checking and signing the waiver of signature on Label 11-B or Label 11-F, or indicating waiver of signature is requested on single-ply commercial label.***
[Renumber 2.3 as 2.4 and add new 2.3 as follows:]

### 2.3 Signature Required

For editions of Express Mail Label 11-B or Label 11-F printed on or after January 2012, a mailer sending an Express Mail item, and requiring the addressee's signature, must instruct the USPS to obtain a signature from the addressee upon delivery of the item by checking the "signature required" box on Label 11-B or Label 11-F or indicating a signature is requested on a single-ply commercial label. If the signature required box is selected, an image of the signature will be provided when accessing delivery information.

### 3.0 Express Mail Custom Designed

[Revise the title and text of 3.2 as follows:]

### 3.2 Signature Required

The addressee's (or agent's) signature is required for all Express Mail Custom Designed service.

## Commercial Flats

## Express Mail

Prices and Eligibility

## 4.0 <br> Service Features of Express Mail

4.1 General
[Revise the current text of 4.1 by combining the introductory text and the text of item $a$, and deleting item $b$ in its entirety, as follows:]
Customers may access delivery information at www.usps.com or by calling 1-800-222-1811 toll-free and providing the article number. A delivery record, including the addressee's signature, will be faxed or mailed upon request. See 315.2.2 for more information regarding the addressee's signature.

## 315 Mail Preparation

## 2.0 <br> Express Mail Next Day and Second Day

### 2.2 Waiver of Signature

[Revise the first sentence of 2.2 as follows:]
For editions of Express Mail Label 11-B or Label 11-F, Express Mail Post Office to Addressee, printed before January 2012, a mailer sending an Express Mail item may instruct the USPS to deliver an Express Mail Next Day Delivery or Express Mail Second Day Delivery item without obtaining the signature of the addressee or the addressee's agent by checking and signing the waiver of signature on Label 11-B or Label 11-F, or indicating waiver of signature is requested on single-ply commercial label..***
[Renumber current item 2.3 as 2.4 and add new 2.3 as follows:]

### 2.3 Signature Required

For editions of Express Mail Label 11-B or Label 11-F printed on or after January 2012, a mailer sending an Express Mail item, and requiring the addressee's signature, must instruct the USPS to obtain a signature from the addressee upon delivery of the item by checking the "signature required" box on Label 11-B or Label 11-F or indicating signature is requested on single-ply commercial label. If the signature required box is selected, an image of the signature will be provided when accessing delivery information.

### 3.0 Express Mail Custom Designed

[Revise the title and text of 3.2 as follows:]

### 3.2 Signature Required

The addressee's (or agent's) signature is required for all Express Mail Custom Designed service.

## 410 Express Mail <br> 413 Prices and Eligibility <br> * * * * * <br> 4.0 Service Features of Express Mail <br> 4.1 General

[Revise the current text of 4.1 by combining the introductory text and text of item a, and deleting item b in its entirety, as follows:]
Customers may access delivery information at www.usps.com or by calling 1-800-222-1811 toll-free and providing the article number. A delivery record, including the addressee's signature, will be faxed or mailed upon request. See 415.2.2 for more information regarding the addressee's signature.

## 415 Mail Preparation

### 2.0 Express Mail Next Day and Second Day

## $2.2 \quad$ Waiver of Signature

[Revise the first sentence of 2.2 as follows:]
For editions of Express Mail Label 11-B or Label 11-F, Express Mail Post Office to Addressee, printed before January 2012, a mailer sending an Express Mail item may instruct the USPS to deliver an Express Mail Next Day Delivery or Express Mail Second Day Delivery item without obtaining the signature of the addressee or the addressee's agent by checking and signing the waiver of signature on Label 11-B or Label 11-F, or indicating waiver of signature is requested on single-ply commercial label.***
[Renumber 2.3 as 2.4 and add new 2.3 as follows:]

### 2.3 Signature Required

For editions of Express Mail Label 11-B or Label 11-F printed on or after January 2012, a mailer sending an Express Mail item, and requiring the addressee's signature, must instruct the USPS to obtain a signature from the addressee upon delivery of the item by checking the "signature required" box on Label 11-B or Label 11-F or indicating a signature is requested on a single-ply commercial label. If the signature required box is selected, an image of the signature will be provided when accessing delivery information.

### 3.0 Express Mail Custom Designed

[Revise the title and text of 3.2 as follows:]

### 3.2 Signature Required

The addressee's (or agent's) signature is required for all Express Mail Custom Designed service.

## 500 Additional Mailing Services

503 Extra Services

### 1.0 Extra Services for Express Mail

1.1 Available Services

### 1.1.6 COD

[Revise 1.1.6 by adding a new last sentence as follows:]
${ }^{* * *} A$ signature is required for COD service.

### 1.1.7 Insurance and Indemnity

Express Mail is insured against loss, damage, or missing contents, subject to these standards:
[Revise item 1.1.7b as follows:]
b. All Express Mail signed for by the addressee or the addressee's agent constitutes a valid delivery, and no indemnity for loss is paid. For Express Mail items not requiring a signature, a delivered scan event constitutes a valid delivery, and no indemnity for loss is paid.

### 1.1.8 Additional Insurance

[Revise the last sentence of 1.1.8 as follows:]
***When "signature required" service is not requested, or when "waiver of signature" is requested, additional insurance is not available.

### 12.0 Collect on Delivery (COD)

### 12.2 Basic Information

### 12.2.5 Express Mail COD

[Revise the first sentence of 12.2 .5 as follows:]
Any article sent COD also may be sent by Express Mail Next Day and Express Mail Second Day service when a signature is requested.***

600
601

Basic Standards for All Mailing Services
Mailability
11.0 Cigarettes and Smokeless Tobacco
11.5 Exception for Business/Regulatory Purposes

### 11.5.2 Mailing

${ }^{* * *}$ All mailings under the business/regulatory purposes exception must:
[Revise item 11.5.2a as follows:]
a. Be entered in a face-to-face transaction with a postal employee as Express Mail with Hold For Pickup service (Carrier Pickup service not permitted);

### 11.6 Exception for Certain Individuals

*     *         *             *                 * 


### 11.6.2 Mailing

No customer may send or cause to be sent more than 10 mailings under this exception in any 30-day period. Each mailing under the certain individuals exception must:
[Revise item 11.6.2a as follows:]
a. Be entered as Express Mail with an Adult Signature extra service (see 503.8.0), or Express Mail with Hold For Pickup service (Carrier Pickup service not permitted); unless shipped to APO/FPO/DPO addresses under 11.6.4.

### 11.7 Consumer Testing Exception

### 11.7.2 Mailing

***Mailings must be tendered under the following conditions:
b. All mailings under the consumer testing exception:
[Revise 11.7.2b1 as follows:]

1. Must be entered in face-to-face transactions with postal employees as Express Mail with Hold For Pickup service requested (Carrier Pickup service not permitted);

## Postage Payment Methods

## Pull-Out Information <br> Fraud

## Invalid Express Mail Corporate Account Numbers

This listing should be provided to Contract Postal Units and used by acceptance clerks in non-POS locations without intranet access to validate an Express Mail Corporate Account (EMCA) number online. For all other locations, online EMCA validation is preferred. The online validation process is outlined in the EMCA Validation SOP on the Retail webpage. This list supersedes all previous notices,
which must be recycled. Acceptance clerks must not accept Express Mail ${ }^{\circledR}$ shipments bearing an invalid EMCA number in the "Payment by Account" or "Agreement Number" section of the Express Mail label or form.
Note: The first 6 digits of a 9-digit Custom Designed Service and Next Day Pickup Agreement make up the Corporate Account Number.

| 005689 | 015791 | 028858 | 092385 | 100829 | 235444 | 441860 | 607247 | 816032 | 840431 | 891278 | 917628 | 946604 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 005722 | 015792 | 028865 | 092557 | 100830 | 235581 | 448703 | 607503 | 832013 | 840448 | 891282 | 917633 | 947240 |
| 005940 | 015795 | 028905 | 092858 | 100858 | 272070 | 451006 | 608025 | 832022 | 840547 | 891340 | 917635 | 947269 |
| 006196 | 015796 | 028989 | 093182 | 100874 | 272077 | 451092 | 608040 | 832023 | 840558 | 891348 | 917638 | 948329 |
| 006329 | 015808 | 028999 | 093289 | 102922 | 272343 | 452117 | 608127 | 832037 | 841002 | 891796 | 917660 | 948586 |
| 006670 | 015809 | 029155 | 093362 | 104326 | 272369 | 452883 | 611230 | 832052 | 841050 | 895947 | 917665 | 948731 |
| 006793 | 016090 | 029596 | 093383 | 104579 | 275003 | 454790 | 641132 | 833120 | 841096 | 900279 | 917684 | 948762 |
| 008184 | 016122 | 029650 | 093384 | 104668 | 276026 | 454821 | 641134 | 833200 | 841100 | 900386 | 917820 | 948777 |
| 008259 | 016127 | 029728 | 093512 | 108572 | 292646 | 458003 | 672466 | 833260 | 841126 | 900487 | 917847 | 948791 |
| 008513 | 016519 | 029781 | 093619 | 108741 | 292730 | 476041 | 681232 | 833415 | 841180 | 903379 | 917861 | 948802 |
| 008672 | 016545 | 029830 | 093984 | 108915 | 301320 | 481246 | 681664 | 833425 | 841257 | 906175 | 918001 | 948809 |
| 008760 | 016809 | 029839 | 095111 | 115210 | 301533 | 488067 | 686013 | 833500 | 841300 | 906326 | 918009 | 948814 |
| 008762 | 019510 | 029904 | 095367 | 117204 | 306871 | 488975 | 724070 | 833505 | 841314 | 906394 | 918010 | 948840 |
| 008886 | 019888 | 029971 | 096848 | 117387 | 311290 | 490171 | 725001 | 833602 | 841329 | 906439 | 918149 | 950380 |
| 009450 | 020318 | 030304 | 097057 | 118007 | 312486 | 490735 | 729032 | 833603 | 841330 | 906562 | 918429 | 951036 |
| 009481 | 020605 | 030537 | 097062 | 119225 | 314321 | 490736 | 730783 | 833700 | 841331 | 906614 | 918638 | 953325 |
| 009557 | 021052 | 031223 | 097108 | 120314 | 314951 | 527029 | 741181 | 833807 | 841332 | 906647 | 918866 | 958121 |
| 009947 | 021316 | 032144 | 097415 | 122392 | 319105 | 531353 | 741208 | 833826 | 841339 | 906807 | 921156 | 958177 |
| 010066 | 021431 | 038154 | 097511 | 130333 | 321064 | 541100 | 741502 | 834029 | 841342 | 906881 | 921250 | 958465 |
| 010104 | 022199 | 038559 | 097547 | 142251 | 322590 | 551058 | 744026 | 834062 | 841736 | 906911 | 922304 | 958658 |
| 010138 | 023039 | 040135 | 097638 | 148326 | 323404 | 551087 | 744033 | 834072 | 841748 | 907295 | 922306 | 958664 |
| 010189 | 025052 | 040201 | 097936 | 152459 | 323636 | 551171 | 744106 | 836215 | 841793 | 907354 | 926046 | 958940 |
| 010201 | 025273 | 040307 | 098246 | 152671 | 325098 | 551265 | 746008 | 836500 | 841798 | 907660 | 926091 | 967021 |
| 010211 | 027107 | 047011 | 098249 | 152809 | 325366 | 551524 | 752195 | 836906 | 841801 | 907671 | 926115 | 968553 |
| 010248 | 027118 | 047052 | 098670 | 152847 | 328093 | 551609 | 752422 | 837025 | 841831 | 907689 | 926118 | 968865 |
| 010268 | 027133 | 047208 | 098690 | 156036 | 328113 | 551846 | 760004 | 837040 | 841937 | 907704 | 926124 | 969105 |
| 010292 | 027136 | 048061 | 098837 | 165066 | 329036 | 551894 | 761003 | 837055 | 841968 | 907739 | 926125 | 971015 |
| 010294 | 027156 | 048069 | 098921 | 165395 | 329232 | 553028 | 761012 | 837100 | 841994 | 907940 | 926167 | 980049 |
| 010306 | 027175 | 054302 | 100108 | 170388 | 330206 | 553388 | 761042 | 837110 | 843006 | 910035 | 926264 | 980054 |
| 010344 | 027260 | 060011 | 100112 | 192141 | 330407 | 553545 | 761074 | 837137 | 843029 | 912425 | 926359 | 980448 |
| 010349 | 027272 | 060511 | 100277 | 193399 | 331213 | 553657 | 761624 | 837152 | 843057 | 913167 | 926401 | 982163 |
| 010357 | 027310 | 061524 | 100282 | 195010 | 331217 | 553691 | 761749 | 837159 | 844105 | 913650 | 926415 | 982177 |
| 010374 | 027475 | 062032 | 100392 | 200468 | 331629 | 554229 | 762052 | 837162 | 845015 | 914055 | 926599 | 982204 |
| 011104 | 027523 | 064530 | 100465 | 200558 | 333027 | 554245 | 770049 | 837163 | 845027 | 914449 | 927142 | 982284 |
| 012230 | 027541 | 064950 | 100515 | 200952 | 333799 | 600171 | 770072 | 837164 | 846008 | 914592 | 928519 | 982300 |
| 013178 | 027611 | 068571 | 100540 | 207101 | 333854 | 600398 | 770085 | 837170 | 846057 | 915307 | 930211 | 982442 |
| 014075 | 028043 | 069130 | 100560 | 208232 | 336017 | 600492 | 770086 | 837190 | 846081 | 915502 | 930233 | 982478 |
| 014444 | 028074 | 070584 | 100590 | 208721 | 336231 | 600555 | 770090 | 837225 | 846241 | 915508 | 931209 | 982551 |
| 014857 | 028078 | 070951 | 100649 | 210176 | 336272 | 600694 | 770189 | 837410 | 847009 | 917004 | 931308 | 982679 |
| 015256 | 028086 | 071386 | 100689 | 210460 | 338054 | 600929 | 770794 | 837411 | 847020 | 917363 | 931429 | 984172 |
| 015333 | 028097 | 075012 | 100728 | 210464 | 340098 | 601086 | 772595 | 837503 | 847022 | 917397 | 931492 | 984251 |
| 015400 | 028108 | 075970 | 100735 | 210568 | 340787 | 601526 | 778320 | 837726 | 847024 | 917407 | 932010 | 992179 |
| 015480 | 028124 | 076246 | 100736 | 220442 | 349965 | 601537 | 787077 | 837917 | 850826 | 917506 | 933196 | 992247 |
| 015511 | 028205 | 077015 | 100737 | 220553 | 352702 | 601860 | 788034 | 840034 | 852059 | 917529 | 933354 | 995139 |
| 015634 | 028258 | 077053 | 100741 | 220555 | 430190 | 602218 | 791022 | 840039 | 853735 | 917536 | 934236 | 995660 |
| 015701 | 028356 | 078216 | 100753 | 221039 | 432003 | 602397 | 799089 | 840043 | 890207 | 917538 | 937863 | 998035 |
| 015732 | 028480 | 080013 | 100778 | 221253 | 432036 | 602716 | 799115 | 840045 | 891201 | 917545 | 940502 | 998039 |
| 015744 | 028526 | 080131 | 100800 | 222072 | 436060 | 602920 | 801722 | 840046 | 891209 | 917552 | 941289 | 998115 |
| 015748 | 028582 | 080171 | 100808 | 222119 | 436273 | 605119 | 805312 | 840050 | 891227 | 917569 | 945908 |  |
| 015771 | 028653 | 080225 | 100810 | 223060 | 436464 | 605676 | 806165 | 840052 | 891233 | 917603 | 946342 |  |
| 015772 | 028783 | 080696 | 100818 | 223130 | 441130 | 606937 | 809201 | 840056 | 891264 | 917609 | 946491 |  |
| 015773 | 028790 | 090891 | 100823 | 232417 | 441372 | 607182 | 809317 | 840320 | 891267 | 917610 | 946574 |  |
| 015774 | 028816 | 091873 | 100825 | 232426 | 441694 | 607230 | 815022 | 840399 | 891269 | 917611 | 946596 |  |

## 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 | 0299 |
| :---: | :---: |
| 0105041932 | to 1999 |
| 0115821889 | to 1899 |
| 0115882900 | to 3099 |
| 0125795675 | to 5699 |
| 0132896176 | 6199 |
| 0136100014 | 0099 |
| 0149321000 | to 1099 |
| 0149720800 | to 0899 |
| 0153630065 | to 0099 |
| 0170283200 | to 3299 |
| 0185695333 | 5399 |
| 0189865264 | to 5299 |
| 0195182814 | 2899 |
| 0206985159 | to 5199 |
| 0208447307 | to 7399 |
| 0209728948 | to 8999 |
| 0220219110 | to 9181 |
| 0220371411 | to 1499 |
| 0225279201 | to 9210 |
| 0225291882 | to 1899 |
| 0236377169 | to 7199 |
| 0243804100 | to 4199 |
| 0244966870 | to 6896 |
| 0250920987 | to 0999 |
| 0253695535 | to 5599 |
| 0257291151 | to 1199 |
| 0257291643 | to 1799 |
| 0264923180 | to 3199 |
| 0273610430 | to 0499 |
| 0273694482 | to 4495 |
| 0276718762 | to 8776 |
| 0277879886 | to 9899 |
| 0279659487 | to 9499 |
| 0281008069 | to 8099 |
| 0281911852 | to 1999 |
| 0288503000 | to 3199 |
| 0295101500 | to 1599 |
| 0306870903 | to 0999 |
| 0307013442 | to 3499 |
| 0310774507 | to 4799 |
| 0322957500 | to 9999 |
| 0343941000 | to 1099 |
| 0349430400 | to 0799 |
| 0350354337 | to 4399 |
| 0377069578 | to 9599 |
| 0378053677 | to 3699 |
| 0379095490 | to 5499 |
| 0379314660 | to 4699 |
| 0391456521 | to 6595 |
| 0400243901 | to 3999 |
| 0406747100 | to 7199 |
| 0406888816 | to 8899 |
| 0412996752 | to 6799 |


| 0416238889 | to | 8899 |
| :---: | :---: | :---: |
| 0418036565 | to | 6599 |
| 0431291968 | to | 1997 |
| 0432055922 | to | 5999 |
| 0440873457 | to | 3499 |
| 0440874000 | to | 4099 |
| 0443064200 | to | 4299 |
| 0443064370 | to | 4599 |
| 0455244121 | to | 4298 |
| 0468009870 | to | 9899 |
| 0473524000 | to | 4099 |
| 0483837650 | to | 7659 |
| 0483963647 | to | 3699 |
| 0511420755 | to | 0799 |
| 0517748857 | to | 8899 |
| 0517812875 | to | 2885 |
| 0519777010 | to | 7023 |
| 0520587115 | to | 7199 |
| 0544501130 | to | 1167 |
| 0576700563 | to | 0599 |
| 0581873836 | to | 3899 |
| 0585233003 | to | 3099 |
| 0585911153 | to | 1299 |
| 0588953746 | to | 3799 |
| 0599860814 | to | 0899 |
| 0604067650 | to | 7699 |
| 0634918122 | to | 8199 |
| 0639169968 | to | 9999 |
| 0640914500 | to | 4599 |
| 0651700471 | to | 0499 |
| 0652557909 | to | 7999 |
| 0653926345 | to | 6399 |
| 0660992014 | to | 2099 |
| 0666482880 | to | 2899 |
| 0667873639 | to | 3699 |
| 0668457500 | to | 9999 |
| 0670933869 | to | 3899 |
| 0688950334 | to | 0399 |
| 0707244488 | to | 4499 |
| 0708419181 | to | 9199 |
| 0708442546 | to | 2599 |
| 0709161340 | to | 1399 |
| 0710475768 | to | 5799 |
| 0711799800 | to | 9899 |
| 0713863682 | to | 3699 |
| 0715076840 | to | 6899 |
| 0720459641 | to | 9699 |
| 0726758287 | to | 8299 |
| 0737630867 | to | 0876 |
| 0737630878 | to | 0887 |
| 0737630889 | to | 0898 |
| 0776175481 | to | 5499 |
| 0779994001 | to | 4090 |
| 0781744475 | to | 4499 |


| 0782194931 |  | 4999 |
| :---: | :---: | :---: |
| 278 250475 | to | 9 |
| 0788238312 | to | 9 |
| 0793740300 | to | 2499 |
| 0798072342 | to | 2399 |
| 0827210228 |  | 0254 |
| 0831405000 |  | 7499 |
| 0837848886 |  | 9 |
| 0839136915 |  | 6999 |
| 0844783920 |  | 3999 |
| 0860008271 | to | 8299 |
| 0867983840 | to | 38 |
| 0884044472 | to | 9 |
| 0884045584 |  | 9 |
| 0887578688 |  | 9 |
| 0887579400 |  | 9499 |
| 0893582248 |  | 2257 |
| 0918180071 |  | 0099 |
| 0931069346 | to | 9355 |
| 0932030500 | to | 0599 |
| 0936843630 | to | 3699 |
| 094081507 |  | 9 |
| 0942162555 |  | 2599 |
| 0945807062 |  | 7099 |
| 0946394200 | to | 4299 |
| 0950707186 |  | 99 |
| 095 | to | 8399 |
| 095 | to | 6899 |
| 0972241350 | to | 1599 |
| 1001603800 |  | 3899 |
| 1046676400 |  | 6499 |
| 1048768937 |  | 8999 |
| 1120494413 |  | 4499 |
| 1128709765 | to | 9799 |
| 1144023850 | to | 3899 |
| 1148665368 | to | 5397 |
| 1161542800 | to | 2899 |
| 1169864400 | to | 4499 |
| 1171751647 | to | 69 |
| 1179514687 | to | 9 |
| 1179515200 | to | 5299 |
| 1197863051 | to | 3064 |
| 1198158961 | to | 6199 |
| 1198507400 | to | 7499 |
| 1198507700 | to | 7999 |
| 1216340460 | to | 0499 |
| 1224519879 | to | 9899 |
| 1227146805 | to | 6900 |
| 1249160304 | to | 0499 |
| 1264230136 | to | 0169 |
| 1275002328 | to | 2399 |
| 1609012254 | to | 2299 |
| 1611036581 | to | 6599 |
| 1611942857 | to | 0899 |



4049615001 to 5199 4053250188 to 0198 4060094587 to 4599 4062606830 to 6899 4064596641 to 6999 4067333000 to 3999 4075451557 to 1599 4075940412 to 0599 4076929100 to 9299 4079592190 to 2199 4082652275 to 2288 4084997700 to 7799 4084997900 to 7999 4086828484 to 8599 4086987015 to 7099 4090723941 to 3999
4104912311 to 2399 4106948400 to 8599 4107751500 to 1599 4107957927 to 7999 4108670917 to 0966 4108670970 to 0999 4118681023 to 1199 4119222322 to 2399 4121930900 to 0999 4123958599 to 8699 4124856500 to 6599 4124856610 to 6699 4128855953 to 5999 4141933608 to 3674 4141933677 to 3699 4144117348 to 7399 4146400757 to 0799 4149651727 to 1799 4173028104 to 8199 4173876532 to 6599 4174966800 to 6999 4178719250 to 9299 4179309533 to 9599 $\begin{array}{lll}4181646500 & \text { to } 6799 \\ 4184239863 & \text { to } 9899\end{array}$ 4186335922 to 5999 4187198520 to 8599 4187442235 to 2299 4189622848 to 2899 4195430286 to 0299 4197300300 to 0399 4202770015 to 0049 4205990734 to 0798 4206614115 to 4199 4207589500 to 9699 4209693951 to 3971 4209693973 to 3999 4211163565 to 3599 4211309300 to 9399 4213134500 to 4999 4213645537 to 5599 4216562609 to 2699 4219889700 to 9799 4221724667 to 4699 4224844212 to 4299 4225561270 to 1299 4225877024 to 7099 4228197533 to 7599 4228425073 to 5087 4229077563 to 7599 4245006050 to 6099

4246418500 to 4248716600 to 4252982352 to 2399 4254184269 to 4299 4254184405 to 4499 4265474566 to 4599 4274126337 to 6499 4274810900 to 0999 4280272742 to 2752 $\begin{array}{ll}4294744172 & \text { to } 4199 \\ 4298892900 & \text { to } 2999\end{array}$ 4301504401 to 4599 4301729800 to 9899 4301771900 to 2099 $\begin{array}{ll}4304449500 & \text { to } 9699 \\ 4306644070 & \text { to } 4099\end{array}$ 4321688419 to 8499 $\begin{array}{ll}4327086800 & \text { to } 6999 \\ 4327441544 & \text { to } 1599\end{array}$ 4329959775 to 9799 4330035800 to 5899 4337573047 to 3099 $\begin{array}{ll}4337654003 & \text { to } 4099 \\ 4344827060 & \text { to } 7199\end{array}$ 4345132386 to 2399 4349683076
4353031831 to $\begin{aligned} & 1842\end{aligned}$ 4353031986 to 1999 4356666092 to 6399 $\begin{array}{lll}4360826400 & \text { to } 6899 \\ 4361606441 & \text { to } 6499\end{array}$ 4373167115 to 7199 4374270500 to 3499 4391792300 to 2399 $\begin{array}{lll}4393100458 & \text { to } 0499 \\ 4406981947 & \text { to } & 1999\end{array}$ 4408586300 to 6399 4408586420 to 7299 4411991655 to 1699 $\begin{array}{lll}4431273648 & \text { to } 3699 \\ 4431274000 & \text { to } 4099\end{array}$ 4436737900 to 7999 4438009335 to 9399 4443828822 to 8899 $\begin{array}{lll}4443901667 & \text { to } 1699 \\ 4444573854 & \text { to } 3899\end{array}$ 4500484173 to 4199 4500484442 to 4699 4505605173 to 5199 $\begin{array}{lll}4506203077 & \text { to } 3099 \\ 4506203135 & \text { to } 3199\end{array}$ 4507802716 to 2799 4508012700 to 2799 4511092967 to 2984 4511154110 to 4125 4511154127 to 4199 4517460700 to 0799 4522650074 to 0099 4522650246 to 0299 4522650335 to 0999 4525091169 to 1199 4528556471 to 6499 4528904679 to 4799 4529008215 to 8238 4531179146 to 9199 4533343631 to 3699 4536037841 to 7891

4536501140 to 1199 4537411300 to 1399 4540132919 to 2999 4541862411 to 2499 4542684883 to 4899 4543025400 to 5499 4544908300 to 8399 4545477434 to 7499 4549224867 to 4895 4552211348 to 1499 4553642147 to 2199 4553995400 to 5499 4554760676 to 0699 4555430618 to 0699 4564109006 to 9099 4564704146 to 4299 4566194460 to 4499 4573332686 to 2699 4577291767 to 1777 4579378615 to 8699 4580289810 to 9899 4580572712 to 2999 4580699537 to 9599 4580699665 to 9699 $\begin{array}{ll}4583375222 & \text { to } 5299 \\ 4583547653 & \text { to } 7999\end{array}$ 4586718678 to 8699 4586718721 to 8798 4588475044 to 5999 4592747624 to 7699 4593655432 to 5499 4593785764 to 5799 4594724816 to 4999
4603496878 to 6899
4605501909 to 1999 4609975234 to 5299 4619736443 to 6499 4621520107 to 0299 4622741072 to 1099 4622778373 to 8399 4625546051 to 6099 4630115529 to 5540 4631764115 to 4199 4631764229 to 4299 4631852600 to 2799 4632277711 to 7799 4634144869 to 4899 4638083484 to 3499 4639457400 to 7899 4646299000 to 9399 4647114332 to 4399 4656923963 to 3999 4656988300 to 8599 4657437745 to 7799 4667986056 to 6067 4671474300 to 4399 4680795782 to 5799 4690672817 to 2899 4691278000 to 8199 4692130359 to 0399 4692130500 to 0599 4695618011 to 8099 4696581961 to 1999 4696669900 to 9999 4696781900 to 1999 4697814900 to 4999 4699476960 to 6999

| 00 | to 5818 |
| :---: | :---: |
| 4719180300 | 0999 |
| 4719852408 | 2419 |
| 4721916700 | 6799 |
| 4722702555 | 2599 |
| 4729870213 | 0241 |
| 4729870290 | 0299 |
| 4731512069 | 2199 |
| 4736669138 | 9199 |
| 4739523429 | 3499 |
| 4741085402 | 5499 |
| 4743565193 | 5299 |
| 4749493366 | to 3399 |
| 4751349362 | 9399 |
| 4751679667 | 9699 |
| 4753193415 | to 3499 |
| 4753193649 | 3799 |
| 4753406400 | 6599 |
| 4754248410 | to 8499 |
| 4756299156 | 9199 |
| 4758506101 | 6199 |
| 4758752500 | 2599 |
| 4761698264 | 8299 |
| 4761893000 | 3499 |
| 4763312480 | 2499 |
| 4772898601 | 8699 |
| 776815206 | 5299 |
| 4780104243 | 4268 |
| 4780104270 | 4291 |
| 4784505071 | 5099 |
| 4784697838 | 7858 |
| 4784697883 | to 7899 |
| 4792809800 | 9899 |
| 4793659116 | to 9176 |
| 4794129900 | 9999 |
| 4796676190 | to 6199 |
| 4797489680 | to 9699 |
| 798607000 | 7199 |
| 4805262000 | to 2099 |
| 4806406330 | 6399 |
| 4806580568 | 0599 |
| 4806895100 | 5199 |
| 4810729463 | 9499 |
| 4816730074 | to 0095 |
| 4825271500 | 1599 |
| 4825415255 | 5299 |
| 4827296800 | 6899 |
| 4833637207 | 7299 |
| 4834022356 | to 2399 |
| 4834865100 | to 5199 |
| 4836321521 | 1599 |
| 4836322600 | 2799 |
| 4838491615 | to 1699 |
| 4841744803 | 5299 |
| 4843238900 | to 9199 |
| 4846805000 | to 5038 |
| 4846805040 | 5074 |
| 4846805077 | to 5099 |
| 4850294913 | to 4999 |
| 4861760600 | to 0699 |
| 4865597555 | to 7599 |
| 4866963023 | to 3199 |
| 4881737900 | to 7999 |
| 4882064100 | to 4199 |
| 4882260200 | to 0299 |
| 4887093906 | to 3999 |
| 4888558359 | to 8399 |
| 4891818963 | to 8999 |


| 4892232000 | to | 2099 |
| :---: | :---: | :---: |
| 4893111930 | to | 1999 |
| 4893186200 | to | 6300 |
| 4893840027 | to | 0099 |
| 4894270658 | to | 0899 |
| 4899975252 | to | 5299 |
| 4906695850 | to | 6099 |
| 4907177080 | to | 7099 |
| 4907216000 | to | 6099 |
| 4907931500 | to | 2099 |
| 4908868171 | to | 8199 |
| 4909779221 | to | 9240 |
| 4912588100 | to | 9099 |
| 4915671376 | to | 1399 |
| 4922544800 | to | 4899 |
| 4922835100 | to | 5199 |
| 4926106813 | to | 6899 |
| 4933945568 | o | 5599 |
| 4934702562 | to | 2599 |
| 4934737700 | to | 7799 |
| 4937162153 | to | 2199 |
| 4942062 | to | 2999 |
| 4942173446 | to | 3999 |
| 4942240500 | to | 0599 |
| 4951450600 | to | 0699 |
| 4962097425 | to | 7499 |
| 4962138728 | to | 8799 |
| 4964745226 | to | 5248 |
| 4970538517 | to | 8699 |
| 4978548673 | to | 8699 |
| 4984498888 | 0 | 8899 |
| 4989298285 | to | 8499 |
| 4989365310 | O | 5399 |
| 4990165425 | to | 5499 |
| 4994408575 | to | 8899 |
| 4997316717 | to | 6799 |
| 5000641858 | to | 1869 |
| 5000705725 | o | 7799 |
| 5010580016 | to | 0026 |
| 5013310300 | to | 0399 |
| 5022277645 | to | 7699 |
| 5024240200 | to | 0499 |
| 5024240600 | to | 0699 |
| 5030032700 | to | 2899 |
| 5031945144 | to | 5153 |
| 5037909922 | to | 9948 |
| 5040454030 | to | 4099 |
| 5041660200 | to | 0599 |
| 5042401062 | to | 1399 |
| 5048053300 | to | 3499 |
| 5058937739 | to | 7799 |
| 5058937800 | to | 7999 |
| 5061240800 | to | 0999 |
| 5061657027 | to | 0099 |
| 6006453223 | to | 3299 |
| 6013391200 | to | 1399 |
| 6016535884 | to | 5899 |
| 6016617700 | to | 7799 |
| 6016825343 | to | 5399 |
| 6019281600 | to | 1699 |
| 6025122972 | to | 2999 |
| 6025552400 | to | 2799 |
| 6028297061 | to | 7099 |
| 6034839572 | to | 9599 |
| 6034907200 | to | 7299 |
| 6036787100 | to | 7199 |
| 6036787662 | to | 7699 |
| 6036787902 | to | 7999 |



6277083605 to 3699 6277762500 to 2599 6282263100 to 3199 6288144702 to 4799 $\begin{array}{ll}6288519689 & \text { to } 9699 \\ 6295107200 & \text { to } 7299\end{array}$ 6299644200 to 4294
6303893056 to $\mathbf{3 0 7 1}$
6304630588 to 0599
6314599117
6317629325 to 9199
6322174933 to 4999
6325000000 to 6403999
6331104165 to 4199
6331104303 to 4499
6334386429 to 6599
6335887173 to 7182

| 6347250700 | to 0799 |
| :--- | :--- |
| 6348033239 | to 3299 |


| 6348072474 | to 2499 |
| :--- | :--- |
| 6348275900 | to 5999 |

6348863428 to 3499
6355593449 to 3499
6362896214 to 6299$\begin{array}{ll}6371501200 & \text { to } 1299 \\ 6375625828 & \text { to } 5899\end{array}$
6380421647 to 1699
6380494984 to 4999
6383181115 to 1199
6383181453 to 1499
6388850000 to 0299
6389034362 to 4373
6394151929 to 1999

| 6394152019 | to 2099 |
| :--- | :--- |
| 6394206200 | to 6299 |

6394693517 to 3799
6396052143 to 2199
6396578600 to 8799
6402897700 to 7999
6411704420 to 4499
6413183133 to 3199
6413786500 to 6999

| 6413838739 | to 8799 |
| :--- | :--- | :--- |
| 6418773187 | to 3299 |

6418773310 to 3399
6423558094 to 8199
6423558308 to 8999
6429000018 to 0099
6430306254 to 6299
6440660882 to 0899
6440690600 to 0699
6440777506 to 7699
6440858157 to 8199

6443739083 to 9099
6443801460 to 1499
6447334715 to 4799
6449009712 to 9799
6449010109 to 1299
6449011325 to 1399
6449236800 to 7799 6449324655 to 4699 6453187240 to 7499 6453331766 to 1799 6457908632 to 8699 6458210657 to 0699


| 6661328226 | to 8299 |
| :---: | :---: |
| 6666962209 | to 2299 |
| 6666962309 | 2399 |
| 6670329300 | to 9399 |
| 6677295529 | to 5599 |
| 6683838400 | 8699 |
| 6703683400 | 3499 |
| 6703697336 | 7399 |
| 6707507169 | 7199 |
| 6710466200 | to 6399 |
| 6712515448 | to 5499 |
| 6719265600 | 5799 |
| 6724442000 | 2999 |
| 6728283410 | 3499 |
| 6731675776 | 5799 |
| 6754643700 | 3799 |
| 6754644000 | to 4199 |
| 6763655958 | to 5999 |
| 6766691024 | to 1099 |
| 6771266734 | 6799 |
| 6773339979 | to 9999 |
| 6774661088 | to 1099 |
| 6780714500 | 4799 |
| 6780967531 | 7599 |
| 6799092578 | 2599 |
| 6801129565 | 9599 |
| 6802440903 | 0999 |
| 6804126046 | 6099 |
| 6807616800 | to 6899 |
| 6816770540 | to 0699 |
| 6820701029 | 1099 |
| 6829566280 | 6299 |
| 6829566490 | to 6599 |
| 6829566700 | 6799 |
| 6829651178 | to 1199 |
| 6829651201 | to 1299 |
| 6831182389 | 2399 |
| 6833782000 | to 2099 |
| 6833782117 | to 2299 |
| 6834151200 | to 1499 |
| 6834448159 | to 8199 |
| 6851547780 | 7789 |
| 6852977645 | 7699 |
| 6856235264 | to 5299 |
| 6856509487 | to 9499 |
| 6856694200 | to 4299 |
| 6857578452 | to 8499 |
| 6860712694 | to 2799 |
| 6861763333 | to 3354 |
| 6863723200 | to 3299 |
| 6866445879 | to 5899 |
| 6868991371 | to 1399 |
| 6869317636 | to 7699 |
| 6876010973 | to 0999 |
| 6876146774 | to 6799 |
| 6881209000 | to 9999 |
| 6883143107 | to 3191 |
| 6902911361 | to 1371 |
| 6907882877 | to 2899 |
| 6908935344 | to 5399 |
| 6908935512 | to 5599 |
| 6909041300 | to 1599 |
| 6909416000 | to 6199 |
| 6913136383 | to 6399 |
| 6913136600 | to 6699 |
| 6915828003 | to 8099 |
| 6916641800 | to 1999 |
| 6916642400 | to 2499 |





| 8645206117 | to | 6136 |
| :---: | :---: | :---: |
| 8651510526 | to | 0599 |
| 8655004034 | to | 4099 |
| 8658836082 | to | 6099 |
| 8660043000 | to | 3999 |
| 8664424100 | to | 4899 |
| 8673669108 | to | 9118 |
| 8676337403 | to | 7499 |
| 8677375623 | to | 5699 |
| 8681694529 | to | 4599 |
| 8681738400 | to | 8599 |
| 8685149000 | to | 9099 |
| 8685669200 | to | 9299 |
| 8692000000 | to | 9999 |
| 8693871150 | to | 1199 |
| 8695053500 | to | 3599 |
| 8695237033 | to | 7099 |
| 8695666150 | to | 6167 |
| 8698000000 | to | 9999999 |
| 8700544814 | to | 4899 |
| 8704914812 | to | 4849 |
| 8705365820 | to | 5829 |
| 8705417167 | to | 7239 |
| 8705758155 | to | 8999 |
| 8705890485 | to | 0494 |
| 8706917060 | to | 7099 |
| 8720284850 | to | 4899 |
| 8720299306 | to | 9399 |
| 8720783709 | to | 3799 |
| 8721000445 | to | 0459 |
| 9005564178 | to | 4199 |
| 9008450044 | to | 0099 |
| 9009360217 | to | 0299 |
| 9009360435 | to | 0499 |
| 9010585255 | to | 5280 |
| 9012731082 | to | 1099 |
| 9012875143 | to | 5199 |
| 9012912789 | to | 2799 |
| 9015257122 | to | 7199 |
| 9020891253 | to | 1299 |
| 9021989769 | to | 9799 |
| 9029481269 | to | 1299 |
| 9029850833 | to | 0899 |
| 9033706934 | to | 6999 |
| 9046006523 | to | 6599 |
| 9048920378 | to | 0399 |
| 9048920648 | to | 1299 |
| 9050562216 | to | 2299 |
| 9055106647 | to | 6799 |
| 9055106900 | to | 7099 |
| 9057940000 | to | 0199 |
| 9057940288 | to | 0299 |
| 9058736900 | to | 6999 |
| 9058737100 | to | 7299 |
| 9058808900 | to | 8999 |
| 9058897100 | to | 7199 |
| 9061581508 | to | 1599 |
| 9065588812 | to | 8899 |
| 9069822214 | to | 2299 |


| 9077258500 | to | 8599 | 9198895030 | to | 5070 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 9078150216 | to | 0257 | 9198895090 | to | 5099 |
| 9086224225 | to | 4235 | 9199152774 | to | 2787 |
| 9089369254 | to | 9299 | 9201554662 | to | 4687 |
| 9090664494 | to | 7499 | 9203099039 | to | 9199 |
| 9090677400 | to | 7499 | 9207715321 | to | 5399 |
| 9091001787 | to | 1799 | 9208575500 | to | 5899 |
| 9091001900 | to | 2099 | 9208643480 | to | 3499 |
| 9093550422 | to | 0499 | 9209634567 | to | 4599 |
| 9095688900 | to | 9099 | 9213337400 | to | 7499 |
| 9095689300 | to | 9499 | 9214773762 | to | 3799 |
| 9097257307 | to | 7399 | 9222781048 | to | 1399 |
| 9098330947 | to | 0999 | 9222802019 | to | 2099 |
| 9102198631 | to | 8699 | 9222802233 | to | 2299 |
| 9102651100 | to | 1199 | 9227730459 | to | 0499 |
| 9104717273 | to | 7299 | 9230327000 | to | 7399 |
| 9105362505 | to | 2599 | 9230453630 | to | 3699 |
| 9109587499 | to | 7599 | 9234843600 | to | 3699 |
| 9111401000 | to | 2199 | 9234939403 | to | 9599 |
| 9112452545 | to | 2599 | 9234939681 | to | 9699 |
| 9112689077 | to | 9099 | 9236044424 | to | 4499 |
| 9114008948 | to | 8999 | 9238107800 | to | 8299 |
| 9115081620 | to | 1799 | 9242521200 | to | 1299 |
| 9115099310 | to | 9399 | 9242521400 | to | 1499 |
| 9115233000 | to | 3999 | 9245330711 | to | 0799 |
| 9120579922 | to | 9999 | 9245332343 | to | 2399 |
| 9128820563 | to | 0899 | 9245332428 | to | 2499 |
| 9136052218 | to | 2299 | 9246851957 | to | 1999 |
| 9137092429 | to | 2499 | 9249466300 | to | 6699 |
| 9138183501 | to | 3999 | 9253335900 | to | 6099 |
| 9140634300 | to | 4399 | 9253362300 | to | 2399 |
| 9143467621 | to | 7644 | 9264325907 | to | 5999 |
| 9144531366 | to | 1399 | 9264363600 | to | 3699 |
| 9145296185 | to | 6299 | 9277656257 | to | 6299 |
| 9148964658 | to | 4699 | 9281978100 | to | 8199 |
| 9151878774 | to | 8779 | 9281978283 | to | 8299 |
| 9153002783 | to | 2799 | 9288562059 | to | 2068 |
| 9155466822 | to | 6999 | 9302191722 | to | 1799 |
| 9156465183 | to | 5199 | 9303357810 | to | 7819 |
| 9156713963 | to | 3980 | 9310979259 | to | 9299 |
| 9156713982 | to | 3999 | 9311561502 | to | 1579 |
| 9156752217 | to | 2299 | 9311561600 | to | 1625 |
| 9164403377 | to | 3399 | 9311561671 | to | 1699 |
| 9166706352 | to | 6399 | 9325066400 | to | 6599 |
| 9166825300 | to | 5399 | 9327321796 | to | 1799 |
| 9166941414 | to | 1499 | 9328279026 | to | 9099 |
| 9167030802 | to | 0821 | 9329572300 | to | 2399 |
| 9170890709 | to | 0799 | 9330606160 | to | 6189 |
| 9170890842 | to | 0899 | 9333872541 | to | 2561 |
| 9172162928 | to | 2999 | 9337603609 | to | 4199 |
| 9173706300 | to | 6499 | 9338940928 | to | 0999 |
| 9174864900 | to | 4999 | 9340182729 | to | 2741 |
| 9184600602 | to | 0699 | 9341800300 | to | 0399 |
| 9189517231 | to | 7299 | 9342363954 | to | 3999 |
| 9195192786 | to | 2799 | 9346228717 | to | 8999 |
| 9195360770 | to | 0799 | 9352160312 | to | 0399 |
| 9198143095 | to | 3199 | 9358432202 | to | 2247 |
| 9198895110 | to | 5134 | 9360248889 | to | 8899 |
| 9198895178 | to | 5199 | 9363394455 | to | 4499 |

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


| 752206861 | to | 7100 |
| :---: | :---: | :---: |
| 752295241 | to | 5600 |
| 752731351 | to | 1410 |
| 752767441 | to | 7470 |
| 753008941 | to | 9030 |
| 753194311 | to | 4370 |
| 753620378 | to | 0400 |
| 754013917 | to | 3940 |
| 754161061 | to | 1120 |
| 754358445 | to | 8610 |
| 754410451 | to | 0660 |
| 754438393 | to | 8410 |
| 754493109 | to | 3130 |
| 754664182 | to | 4220 |
| 754816377 | to | 6470 |
| 755487421 | to | 7600 |
| 755592901 | to | 3140 |
| 755790020 | to | 0030 |
| 755791730 | to | 1800 |
| 755926951 | to | 7070 |
| 755934332 | to | 4510 |
| 755957701 | to | 8000 |
| 755962981 | to | 3280 |
| 756035371 | to | 5490 |
| 756301257 | to | 1290 |
| 756371565 | to | 1580 |
| 756876031 | to | 6120 |
| 756876151 | to | 6240 |
| 756970129 | to | 0140 |
| 757059613 | to | 9630 |
| 757078540 | to | 8560 |
| 757086209 | to | 6240 |
| 757240591 | to | 0650 |
| 757277371 | to | 7700 |
| 757291591 | to | 2730 |
| 757964251 | to | 4280 |
| 758067001 | to | 7090 |
| 758105221 | to | 5250 |
| 758324941 | to | 5000 |
| 758593628 | to | 3650 |
| 758709038 | to | 9060 |
| 758744101 | to | 4160 |
| 758850883 | to | 0900 |
| 758860951 | to | 1550 |
| 759152851 | to | 2880 |
| 759740941 | to | 1090 |
| 760004596 | to | 4610 |
| 760118191 | to | 8250 |
| 760155001 | to | 5090 |
| 760378002 | to | 8020 |
| 760692722 | to | 2749 |
| 761055460 | to | 5480 |
| 761169781 | to | 9810 |
| 761504941 | to | 5120 |
| 761516836 | to | 6910 |
| 761613588 | to | 3600 |
| 761688631 | to | 8690 |
| 761805199 | to | 5240 |
| 761826106 | to | 6120 |
| 761881171 | to | 1560 |
| 761975641 | to | 5670 |
| 761975886 | to | 5895 |
| 762304144 | to | 4170 |
| 762324931 | to | 4960 |
| 762439261 | to | 9290 |
| 762524158 | to | 4220 |
| 762584872 | to | 4970 |


| 762593431 | to | 3460 |
| :---: | :---: | :---: |
| 763155160 | to | 5180 |
| 763178631 | to | 8660 |
| 763506001 | to | 6060 |
| 763522141 | to | 2470 |
| 763717694 | to | 7800 |
| 763826461 | to | 6520 |
| 763900460 | to | 0471 |
| 763900479 | to | 0530 |
| 763917271 | to | 7750 |
| 764125801 | to | 5860 |
| 764284525 | to | 4560 |
| 764526241 | to | 6330 |
| 764601421 | to | 1600 |
| 764650231 | to | 0470 |
| 764984371 | to | 4850 |
| 765003667 | to | 3680 |
| 765042517 | to | 2540 |
| 765194728 | to | 4970 |
| 765387365 | to | 7450 |
| 765541801 | to | 2100 |
| 765638461 | to | 8970 |
| 765647101 | to | 7190 |
| 765813781 | to | 4029 |
| 765879314 | to | 9390 |
| 765954001 | to | 4030 |
| 766120286 | to | 0320 |
| 766125716 | to | 5750 |
| 766158824 | to | 8840 |
| 766388433 | to | 8460 |
| 766509421 | to | 9660 |
| 766572901 | to | 3020 |
| 766748500 | to | 8521 |
| 767024341 | to | 4370 |
| 767326471 | to | 6590 |
| 767332561 | to | 2950 |
| 768009841 | to | 9960 |
| 768011489 | to | 1520 |
| 768177980 | to | 7990 |
| 768391081 | to | 1170 |
| 768661569 | to | 1650 |
| 769000051 | to | 0080 |
| 769050841 | to | 0900 |
| 769159081 | to | 9178 |
| 769737496 | to | 7510 |
| 769778491 | to | 8730 |
| 769827331 | to | 7450 |
| 770216071 | to | 6100 |
| 770723281 | to | 3400 |
| 770790451 | to | 0480 |
| 770915150 | to | 5490 |
| 771455551 | to | 5610 |
| 771609661 | to | 9690 |
| 771932551 | to | 2580 |
| 772057224 | to | 7440 |
| 772162660 | to | 3070 |
| 772718615 | to | 8640 |
| 772940140 | to | 0160 |
| 772970886 | to | 0940 |
| 773009419 | to | 9430 |
| 773112031 | to | 2060 |
| 773125387 | to | 5410 |
| 773179320 | to | 9410 |
| 773202989 | to | 3140 |
| 773208991 | to | 9290 |
| 773231311 | to | 1340 |
| 773348739 | to | 8940 |

773348739

## 773 77 7 7 7

to 8940 773852971 to 3030 775373449 to 3460 $\begin{array}{ll}789257191 & \text { to } \mathbf{7 2 5 0} \\ 790448020 & \text { to } 8460\end{array}$ 790597485 to 7530 791057441 to 7550 $\begin{array}{ll}791239081 & \text { to } 9290 \\ 791374483 & \text { to } 4500\end{array}$ 791387971 to 8030 $\begin{array}{ll}791447521 & \text { to } 7850 \\ 791451151 & \text { to } 1240\end{array}$ $\begin{array}{ll}791451151 & \text { to } 1240 \\ 791500009 & \text { to } 0470\end{array}$ $\begin{array}{ll}791771431 & \text { to } 1490 \\ 792004293 & \text { to } 4320\end{array}$ $\begin{array}{ll}792018379 & \text { to } 8420 \\ 792070621 & \text { to } 0740\end{array}$ $\begin{array}{ll}792145211 & \text { to } 5230 \\ 792391381 & \text { to } 1620\end{array}$ $\begin{array}{ll}792452779 & \text { to } 2790 \\ 792772728 & \text { to } 2770\end{array}$ 792903511 to 3990 $\begin{array}{ll}793282518 & \text { to } 2533 \\ 794041831 & \text { to } 2040\end{array}$ $\begin{array}{ll}794397709 & \text { to } 7780 \\ 794581741 & \text { to } 2040\end{array}$ 794592122 to 2150 $\begin{array}{ll}795032251 & \text { to } 2340 \\ 795796291 & \text { to } 6350\end{array}$ $\begin{array}{ll}796070139 & \text { to } 0160 \\ 796143151 & \text { to } 3630\end{array}$ 796159725 to 9740 $\begin{array}{ll}796169306 & \text { to } 9340 \\ 796373406 & \text { to } 3430\end{array}$ $796602961 \quad$ to 3050 796886281 to 6430 $\begin{array}{ll}796901701 & \text { to } 2000 \\ 796975466 & \text { to } 5590\end{array}$ $\begin{array}{ll}797272917 & \text { to } 2950 \\ 797519441 & \text { to } 9460\end{array}$ 797519731 to 0240 $\begin{array}{ll}797535181 & \text { to } 5330 \\ 797646151 & \text { to } 6180\end{array}$ 798040053 to 0080 $\begin{array}{ll}798055813 & \text { to } 5830 \\ 798055891 & \text { to } 5950\end{array}$ $\begin{array}{ll}798326371 & \text { to } 6520 \\ 798339167 & \text { to } 9210\end{array}$ 798562411 to 2440 $\begin{array}{ll}798632461 & \text { to } 2490 \\ 798807151 & \text { to } 7510\end{array}$ $\begin{array}{ll}798944761 & \text { to } 5030 \\ 799118616 & \text { to } 8640\end{array}$ 799133191 to 3220 $\begin{array}{ll}799177626 & \text { to } 7650 \\ 799854751 & \text { to } 5200\end{array}$ $\begin{array}{ll}\mathbf{8 0 0 0 4 4 3 2 0} & \text { to } \mathbf{4 4 1 0} \\ 800211901 & \text { to } 2440\end{array}$ 800427530 to 7540 $\begin{array}{ll}800872741 & \text { to } 2830 \\ 801349801 & \text { to } 9830\end{array}$ $801676681 \quad$ to 7100 $\begin{array}{ll}802967821 & \text { to } 7940 \\ 803217601 & \text { to } 7780\end{array}$

| 803729731 | to | 9850 |
| :---: | :---: | :---: |
| 803747402 | to | 7520 |
| 804138181 | to | 8420 |
| 804428224 | to | 8250 |
| 804682411 | to | 2710 |
| 805272525 | to | 2540 |
| 805523445 | to | 3460 |
| 805745704 | to | 5730 |
| 806452907 | to | 2980 |
| 806744781 | to | 4850 |
| 806982181 | to | 2300 |
| 807764791 | to | 4910 |
| 808089931 | to | 9960 |
| 808656423 | to | 6450 |
| 808753771 | to | 3800 |
| 809189001 | to | 9010 |
| 809886879 | to | 6930 |
| 809890489 | to | 0500 |
| 810323734 | to | 3760 |
| 810367116 | to | 7140 |
| 810526351 | to | 6500 |
| 810806911 | to | 6940 |
| 810807211 | to | 7240 |
| 811423021 | to | 3110 |
| 811517221 | to | 7239 |
| 811721101 | to | 1130 |
| 812025721 | to | 5900 |
| 812093073 | to | 3130 |
| 812100821 | to | 0840 |
| 812465251 | to | 5610 |
| 812918341 | to | 8670 |
| 812918701 | to | 8760 |
| 813050491 | to | 0520 |
| 813073171 | to | 3200 |
| 813398476 | to | 8550 |
| 813713971 | to | 4000 |
| 813858121 | to | 8150 |
| 814789330 | to | 9349 |
| 814984656 | to | 4680 |
| 815016020 | to | 6030 |
| 815199410 | to | 9420 |
| 815240491 | to | 0520 |
| 815755591 | to | 5620 |
| 815755622 | to | 5650 |
| 815806381 | to | 6680 |
| 816126834 | to | 6870 |
| 816156721 | to | 6780 |
| 816580903 | to | 0920 |
| 816945571 | to | 5600 |
| 817253011 | to | 3280 |
| 817763881 | to | 4060 |
| 818330562 | to | 0610 |
| 818459641 | to | 9670 |
| 818926273 | to | 6320 |
| 818950351 | to | 0380 |
| 818962492 | to | 2530 |
| 819032341 | to | 2730 |
| 819127054 | to | 7080 |
| 819278540 | to | 8670 |
| 819544681 | to | 4740 |
| 819928441 | to | 8650 |
| 820034406 | to | 4430 |
| 820070761 | to | 1540 |
| 820191342 | to | 1360 |
| 820274856 | to | 4880 |
| 820600171 | to | 0230 |
| 821172241 | to | 2360 |


| Pull-Out Information |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- | :--- |

## 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.

## - Special Services,

Channel Access, 12-15-11

## Counterfeit Canadian Money Order Forms

## Do Not Cash

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

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

- Criminal Investigations Group, Postal Inspection Service, 12-15-11


## 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.

- Criminal Investigations Group, Postal Inspection Service, 12-15-11


## 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 entry under "Changes" appear in bold in the APO/ FPO/DPO table starting below.

## Changes

| APO/FPO/DPO | Action | Effective Date | See Restrictions |
| :--- | :--- | :--- | :--- |
| APO AE 09301 | Add I and Z | $12 / 15 / 2011$ | A-A1-B-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1 |
| DPO AE 09308 | Add I and Z | $12 / 15 / 2011$ | A-A1-B-C1-E2-F-H1-I-M-N-R-V-Z-Z1 |
| DPO AE 09338 | Add I and Z | $12 / 15 / 2011$ | A-A1-B-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1 |
| DPO AE 09348 | Add I and Z | $12 / 15 / 2011$ | A-A1-B-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1 |
| DPO AE 09374 | Add I and Z | $12 / 15 / 2011$ | A-A1-B-C1-E2-F-H1-I-M-N-R-V-Z-Z1 |
| DPO AE 09378 | Add I and Z | $12 / 15 / 2011$ | A-A1-B-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1 |
| DPO AE 09393 | Add I and Z | $12 / 15 / 2011$ | A-A1-B-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1 |
| APO AE 09862 | Close | $12 / 15 / 2011$ |  |
| DPO AE 09870 | Add I and Z | $12 / 15 / 2011$ | A-A1-B-C1-E2-F-H1-I-M-N-R-R1-T-U4-V-Z-Z1 |
| DPO AE 09871 | Add I and Z | $12 / 15 / 2011$ | A-A1-B-C1-E2-F-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1 |
| DPO AE 09872 | Add I and Z | $12 / 15 / 2011$ | A-A1-B-C1-E2-F-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1 |
| DPO AE 09873 | Add I and Z | $12 / 15 / 2011$ | A-A1-B-C1-E2-F-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1 |
| DPO AE 09874 | Add I and Z | $12 / 15 / 2011$ | A-A1-B-C1-E2-F-H1-I-L-M-N-R-R1-T-U-U4--V-Z-Z1 |
| DPO AE 09875 | Add I and Z | $12 / 15 / 2011$ | A-A1-B-C1-E2--H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1 |
| DPO AE 09876 | Add I and Z | $12 / 15 / 2011$ | A-A1-B-C1-E2-F-H1-I-M-N-P-R-R1-T-U-U4-V-Z-Z1 |

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

## APO/FPO/DPO Table

| $\begin{aligned} & \text { APO/ } \\ & \text { FPO/ } \\ & \text { DPO } \end{aligned}$ | 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 | $\begin{array}{\|l} \text { APO/ } \\ \text { FPO/ } \\ \text { DPO } \\ \hline \end{array}$ | See Restrictions |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 09002 | A1-B-C-D-H-M-R-U | 09042 | A1-B-C-D-H-M-R-U | 09090 | A1-B-C-D-H-M-P-R-U | 09138 | A1-B-C-D-H-M-R-U |
| 09003 | A1-B-C-D-H-M-P-R-U | 09046 | A1-B-C-D-H-M-R-U | 09092 | A1-B-C-D-H-M-R-U | 09139 | A1-B-C-D-H-M-R-U |
| 09004 | A1-B-C-D-H-M-R-U | 09049 | A1-B-C-D-H-M-R-U | 09094 | A1-B-C-D-H-M-P-R | 09140 | A1-B-C-D-H-M-R-U |
| 09005 | A1-B-C-D-H-M-P-R-U | 09051 | A1-B-C-D-H-M-R-U | 09095 | A1-B-C-D-H-M-R-U | 09142 | A1-B-C-D-F-F1-H-P-R- |
| 09006 | A1-B-C-D-H-M-R-U | 09053 | A1-B-C-D-H-M-R-U | 09096 | A1-B-C-D-H-M-R-U |  | U |
| 09007 | A1-B-C-D-H-M-R-U | 09054 | A1-B-C-D-H-M-R-U | 09099 | A1-B-C-D-H-M-R-U | 09143 | A1-B-C-D-H-M-R-U |
| 09008 | A-A1-B-C-D-H-M-P-R-U | 09055 | A1-B-C-D-F-H-M-R-R1- | 09100 | A1-B-C-D-H-M-R-U | 09154 | A1-B-C-D-H-M-R-U |
| 09009 | A1-B-C-D-H-M-R-U |  | U-V | 09102 | A1-B-C-D-H-M-R-U | 09172 | A1-B-C-D-H-M-R-U |
| 09011 | A1-B-C-D-H-M-R-U | 09058 | A1-B-C-D-H-M-R-U | 09103 | A1-B-C-D-H-U | 09173 | A1-B-C-D-H-M-R-U |
| 09012 | A1-B-C-D-H-M-R-U | 09059 | A1-B-C-D-H-M-R-U | 09104 | A1-B-C-D-H-M-R-U | 09177 | A1-B-C-D-H-M-R-U |
| 09013 | A1-B-C-D-F-F1-H-M-R- | 09060 | A1-B-C-D-F1-H-M-R-U | 09107 | A1-B-C-D-H-M-R-U | 09180 | A1-B-C-D-H-M-R-U |
|  | U-Z1 | 09063 | A1-B-C-D-L-H-M-R-U | 09112 | A1-B-C-D-H-M-R-U | 09186 | A1-B-C-D-H-M-R-U |
| 09014 | A1-B-C-D-H-M-R-U | 09067 | A1-B-C-D-H-M-R-U | 09114 | A1-B-C-D-H-M-R-U | 09211 | A1-B-C-D-H-M-P-R-U |
| 09020 | A1-B-C-D-H-M-R-U | 09068 | A1-B-C-D-H-U-Z1 | 09123 | A1-B-C-D-H-M-R-U | 09213 | A1-B-C-D-H-M-R-U |
| 09021 | A1-B-C-D-H-M-R-U | 09069 | A-A1-B-C-D-H-U-V | 09126 | A1-B-C-D-H-M-P-R | 09214 | A1-B-C-D-H-M-R-U |
| 09028 | A1-B-C-D-H-M-R-U | 09075 | A1-B-C-D-H-M-R-U | 09128 | A1-B-C-D-H-M-R-U | 09226 | A1-B-C-D-F1-H-M-R-U |
| 09033 | A1-B-C-D-H-M-R-U | 09079 | A1-B-C-D-H-M-R-U | 09131 | A1-B-C-D-H-M-R-U | 09227 | A1-B-C-D-F1-H-M-R-U |
| 09034 | A1-B-C-D-H-M-R-U | 09081 | A1-B-C-D-H-M-R-U | 09136 | A1-B-C-D-F1-H-M-R | 09229 | A1-B-C-D-H-M-R-U |
| 09038 | A1-B-C-D-H-M-R-U | 09088 | A1-B-C-D-H-M-R-U | 09137 | A1-B-C-D-H-M-R-U | 09237 | A1-B-C-D-H-M-R-U-V |


| $\begin{aligned} & \text { APO/ } \\ & \text { FPO/ } \\ & \text { DPO } \\ & \hline \end{aligned}$ | See Restrictions | APO/ FPO/ DPO | See Restrictions | $\begin{aligned} & \text { APO/ } \\ & \text { FPO/ } \\ & \text { DPO } \end{aligned}$ | See Restrictions | $\begin{aligned} & \text { APO/ } \\ & \text { FPO/ } \\ & \text { DPO } \end{aligned}$ | See Restrictions |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 09245 | A1-B-C-D-H-M-R-U | 09364 | A-A1-B-C1-E2-F-H1-M- | 09510 | A-A1-B-C1-E2-F-H1-M- | 09626 | A1-B-C-F-U |
| 09250 | A1-B-C-D-H-M-R-U |  | R-R1-V-Z1 |  | R-R1-V-Z | 09627 | A1-B-C- |
| 09261 | A1-B-C-D-F1-H-M-R-U- | 09365 |  | 095 | A1-B- | 09630 | A1-B-C-F-U-V |
|  | V |  | R-R1-V-Z1 | 0951 | A1-B-F-F1-R-R1-V | 09631 | A1-B |
| 09263 | A1-B-C-D-H-M-R-U | 09366 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 0951 | A1-B-F-F1-R-R1-V | 09633 | A1-B-B2-C-D-F-F1-M- |
| 09264 | A1-B-C-D-H-M-R-U |  | R-R1-V-Z1 | 0952 | A1-B-F-F1-R-R1-V |  | Z-U-U1-U2-U3-V-Z1 |
| 09265 | A1-B-C-D-H-M-N-R-U | 09367 | A-A1-B-B2-C1-E2-F- | 09532 | A1-B-F-F1-R-R1-V | 09636 | A1-B-C-F-U |
| 09267 | A1-B-C-D-H-M-R-U | 093 |  | 0953 | A1-B-F-F1-R-R1-V | 09642 | A1-B-M-N-R-U |
| 09301 | A-A1-B-C1-E2-F-H1-I- | 09 | R-V-Z1 | 0954 | A1-B-F-F1-R-R1-V | 09643 | A1-B-M-R-U |
|  | M-N-R-R1-V-Z-Z1 | 0936 | A-A1-B-C1-E2-F-H1-M- | 0954 | A1-B-V | 09645 | A1-B-C-F-F1-U |
| 09302 | $\begin{aligned} & \text { A-A1-B-C1-F-F1-H-M- } \\ & \text { N-V-Z-Z1 } \end{aligned}$ |  | $\mathrm{R}-\mathrm{R} 1-\mathrm{V}$ | 09549 | A1-B-V | 09647 | A1-B-N-R-U |
|  |  | 09370 | A-A1-B-C1-E2-F-H1-M- | 0955 | A1-B-F-F1-R-R1-V | 09648 | A1-B-N-U-V-Z1 |
| 0930 | $\mathrm{R}-\mathrm{R} 1-\mathrm{V}-\mathrm{Z} 1$ |  | $\mathrm{R}-\mathrm{R1} 1-\mathrm{V}-\mathrm{Z1}$ | 0955 | A1-B-F-F1-R-R1-V | 09649 | A1-B-N-U-Z1 |
| 09306 | A-A1-B-C1-E2-F-H1-R- R1-U2-V-Z1 | 09372 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V } \end{aligned}$ | 0955 | A1-B-F-F1-R-R1-V A1-B-F-F1-R-R1-V | 09701 | A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1 |
| 09307 | A1-B-N-V-Z1 | 09373 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V } \end{aligned}$ | 09565 | A1-B-F-F1-R-R1-V | 09702 | A1-B-C-C1-F1-M-R-R1U |
| 09308 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-I- } \\ & \text { M-N-R-V-Z-Z1 } \end{aligned}$ | 09374 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-I- } \\ & \text { M-N-R-V-Z-Z1 } \end{aligned}$ | 0956 | A1-B-F-F1-R-R1-V A1-B-F-F1-R-R1-V | 09703 | A1-B-C-F1-H-U |
| 09309 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 09378 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-I- } \\ & \text { M-N-R-R1-V-Z-Z1 } \end{aligned}$ | 09568 | A1-B-V A1-B-F-F1-R-R1-V | 09705 | A1-B-U |
| 09310 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-V-Z1 } \end{aligned}$ | 09380 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 09570 | A1-B-F-F1-R-R1-V | 09706 | $\begin{aligned} & \text { A1-B-C-N-R-U-V } \\ & \text { A1-B-C-J-M-N-R-U-V } \end{aligned}$ |
| 09311 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-V-Z1 } \end{aligned}$ | 09382 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { N-R-R1-V-Z1 } \end{aligned}$ | 0957 | A1-B-F-F1-R-R1-V | 09708 | $\begin{aligned} & \text { A1-B } \\ & \text { A1-B-F1-H } \end{aligned}$ |
| 09313 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 09383 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 09576 | A1-B-F-F1-R-R1-V | 09710 | $\begin{aligned} & \text { A1-B-C-C1-F1-M-N-R- } \\ & \text { R1-U } \end{aligned}$ |
| 09314 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 09384 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 09578 | A1-B-F-F1-R-R1-V | 0971 | A1-B-F1-N-R-Z1 |
| 09319 | A-A1-B-C1-E2-F-H1-R-R1-U2-V-Z1 | 09387 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-V } \end{aligned}$ | 0957 | A1-B-F-F1-R-R1-V | 09714 | $\begin{aligned} & \text { A1-B-C-C1-F1-M-R-R1- } \\ & \text { U } \end{aligned}$ |
| 09320 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 09393 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-I- } \\ & \text { M-N-R-R1-V-Z-Z1 } \end{aligned}$ | 0958 | A1-B-F-F1-R-R1-V | 09715 | A1-B-F1-M-R |
| 09327 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 09394 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-F1-H1- } \\ & \text { M-N-R-R1-V-Z1 } \end{aligned}$ | 09587 | A1-B-F-F1-R-R1-V A1-B-V | 09717 | -A1-B-M-R-V-W |
| 09328 | A-A1-B-C1-E2-F-H1-R-R1-V-Z1 | 09397 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-F1-H1- } \\ & \text { M-N-R-R1-S-T-V-Z-Z1 } \end{aligned}$ | 09589 | A1-B-V | 09719 | 1-B-C-D-M-R-U-V |
| 09330 | A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1 | 09403 | A1-B-C-C1-M-R-U | 0959 | -B-F-F1-R-R1-V | 09720 | A1-B-M-R-U-V A1-B-N-R-U-V-Z1 |
| 09337 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 0944 | 1-B-C-C1-R-U-V | 09593 | 1-B-V | 09722 | $\begin{aligned} & \text { A-A1-B-F-H-N-Q-V-Z- } \\ & \text { Z1 } \end{aligned}$ |
| 09338 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-I- } \\ & \text { M-N-R-R1-V-Z-Z1 } \end{aligned}$ | 0945 | A1-B-C-C1-M-R-U | 0959 | A1-B-F-F1-R-R1- | 09723 | A1-B-M-N-R-U-V-Z1 |
| 09340 | A-A1-B-C1-F-H-R-V | 0946 | A1-B-C-C1-M-P-R-U | 0960 | 1-B-C-F-F1-R-U-V |  |  |
| 09343 | A-A1-B-C1-F-M-N-V-Z1 | 09463 | A1-B-C-C1-R-U | 0960 | A1-B-C-F-F1-P-R-U-V | 09726 | A1-B-M-N-R-U-V |
| 09347 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 09464 | $\begin{aligned} & \text { A1-B-C-C1-R-U } \\ & \text { A1-B-C-C1-M-R-U } \end{aligned}$ | 09605 | A1-B-C-D-H-M-R-U-V | 09727 | A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1 |
| 09348 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-I- } \\ & \text { M-N-R-R1-V-Z-Z1 } \end{aligned}$ | 09469 | $\begin{aligned} & \text { A1-B-C-C1-R-U } \\ & \text { A1-B-C-C1-M-R-U } \end{aligned}$ | 09607 | $\begin{aligned} & \text { A-A1-B-C-F-F1-M-R- } \\ & \text { R1-U-U3-V-W } \end{aligned}$ | 09728 | A-A1-B-B2-C-C1-F-J-L- <br> N-R-R1-T-V-Z1 |
| 09352 | A-A1-B-C1-E2-F-H1-M- | 09494 | A1-B-C-C1-M-R-U | 09608 | 1-B-C-F-N-U-V | 09729 | A1-B-C-F-N-R-R1-U-V |
|  | R | 09 | A1-B-C-C1-R-U-V | 0960 | A1-B-C-F-U | 09730 | -B-B2-C-C1-F-J-L-M- |
| 09353 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 09498 | 1-B-C-C1-F-F1-F2-J- | 0 | -B-C-F-F1-M-R-U-V |  | J-R-R1-T-V-Z1 |
| 09354 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 0950 | R-V1-T-V-Z1 | 0961 | A1-B-C-F-F1-R-U-V A1-B-C-F-U-V | 09732 | N-R-R1-T-V-Z1 <br> A1-B-N-V-Z1 |
| 09355 | A-A1-B-C1-E2-F-H1-M- | 0950 | A1-B-V | 0961 | A1-B-C-F-U | 09733 | A1-B-N-V |
|  | R-R1-V-Z1 | 0950 | A1-B-V | 0961 | A1-B-C-F-U | 09734 | L |
| 09356 | A-A1-B-C1-E2-F-H1-M- | 095 | A1-B-V | 0962 | A1-B-C-F-U | 09734 | N-R-R1-T-V-Z1 |
|  | R-R1-V-Z1 | 0 | A1-B-V | 0962 | A1-B-C-F-U | 09735 | A1-B-N-V-Z1 |
| 09357 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 09506 | $\begin{aligned} & \text { A1-B-V } \\ & \text { A1-B-V } \end{aligned}$ | 0962 | A1-B-C-F-U | 09736 | A-A1-B-B2-C-C1-D-F-J- |
|  | A1-B-V |  |  | 09623 | A1-B-C-F-U |  | -M-N-R-R1-T-V-Z1 |
| 09360 | A1-B-V | 0 | A1-B-V | 0962 | A1-B-C-F-U | 09737 | L- |
| 09363 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-M- } \\ & \text { R-R1-V-Z1 } \end{aligned}$ | 09509 | A1-B-V | 09625 | A1-B-C-F-U |  | $\begin{aligned} & \text { M-N-R-R1-T-V-W-Y-Z- } \\ & \text { Z1 } \end{aligned}$ |



| Pull-Out Information |  |  |  |  | postal bulletin 22326 (12-15-11) |  |  | 49 |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | See Restrictions | $\begin{aligned} & \text { APO/ } \\ & \text { FPO/ } \\ & \text { DPO } \end{aligned}$ | See Restrictions | $\begin{aligned} & \text { APO/ } \\ & \text { FPO/ } \\ & \text { DPO } \end{aligned}$ | See Restrictions | $\begin{aligned} & \text { APO/ } \\ & \text { FPO/ } \\ & \text { DPO } \end{aligned}$ | See Restrictions |  |
| 96370 | A1-B-F-F1-F2-H-M-W | 96530 | A-A1-B-F-F1-H-H1-M- | 96601 | A1-B-V | 96663 | A1-B-F-F1-R-R1-V |  |
| 96372 | A1-B-M-W |  | N-U-V | 96602 | A1-B-V | 96664 | A1-B-V |  |
| 96373 | A1-B-M-W | 96531 | A-A1-B-F-F1-H-M-N-U- | 96603 | A1-B-V | 96665 | A1-B-V |  |
| 96374 | A1-B-M-W |  |  | 96604 | A1-B-V | 96666 | A1-B-V |  |
| 96375 | A1-B-M-W | 96532 | A-A1-B-H-J-L-M-N-T-UV | 96605 | A1-B-V | 96667 | A1-B-F-F1-R-R1-V |  |
| 96376 | A1-B-M-W | 96534 | A-A1-B-F-U | 96606 | A1-B-V | 96668 | A1-B-F-F1-R-R1-V |  |
| 96377 | A1-B-M-W | 96535 | A-A1-B-F-V | 96607 | A1-B-V | 96669 | A1-B-F-F1-R-R1-V |  |
| 96378 | A1-B-M-W | 96537 | A1-B-V | 96608 | A1-B-V | 96670 | A1-B-V |  |
| 96379 | A1-B-M-W | 96538 | A1-B-V | 96609 | A1-B-V | 96671 | A1-B-F-F1-R-R1-V |  |
| 96384 | A1-B-M-W | 96540 | A1-B-V | 96610 | A1-B-V | 96672 | A1-B-F-F1-R-R1-V |  |
| 96386 | A1-B-M-W | 96541 | A1-B-V | 96611 | A1-B-V | 96673 | A1-B-V |  |
| 96387 | A1-B-M-W | 96542 | A1-B-V | 96612 | A1-B-F-F1-R-R1-V | 96674 | A1-B-F-F1-R-R1-V |  |
| 96388 | A1-B-M-W | 96543 | A1-B-P-V | 96613 | A-A1-B-C1-E2-F-H1-I- | 96675 | A1-B-F-F1-R-R1-V |  |
| 96401 | A1-B-F-N-V-Z1 | 96544 | A1-B-F-N |  | M-R-R1-U2-V-Z-Z1 | 96677 | A1-B-F-F1-R-R1-V |  |
| 96426 | $\begin{aligned} & \mathrm{A}-\mathrm{A} 1-\mathrm{B}-\mathrm{C} 1-\mathrm{E} 2-\mathrm{F}-\mathrm{H} 1-\mathrm{M}- \\ & \mathrm{R}-\mathrm{V} \end{aligned}$ | 96546 | A1-B-F-U3 | 96614 | $\begin{aligned} & \text { A-A1-B-C1-E2-F-H1-I- } \\ & \text { M-R-R1-U2-V-Z-Z1 } \end{aligned}$ | 96678 | A1-B-F-F1-R-R1-V <br> A1-B-F-F1-R-R1-V |  |
| 96427 | A-A1-B-C1-E2-F-H1-M- | 96548 | A-A1-B-H-M-U | 96615 | A1-B-F-F1-R-R1-V | 96681 | A1-B-V |  |
|  | R-R1-V | 96549 | A-A1-B-H-M-U | 96616 | A1-B-F-F1-R-R1-V | 96682 | A1-B-V |  |
| 96447 | A1-B-F-N-U3-V-V1 | 96550 | A-A1-B-H-M-U-V | 96617 | A1-B-F-F1-R-R1-V | 96683 | A1-B-V |  |
| 96501 | A-A1-B-N-V | 96551 | A-A1-B-H-M-N-U | 96619 | A1-B-V | 96686 | A1-B-V |  |
| 96502 | A1-B-F-N-U3-V | 96552 | A1-B | 96620 | A1-B-F-F1-R-R1-V | 96687 | A1-B-V |  |
| 96503 | A1-B-F-N-U3-V | 96553 | A-A1-B-F-F1-H-M-U | 96621 | A1-B-V | 96698 | A1-B-V |  |
| 96507 | A-A1-B-F-V | 96554 | A-A1-B-H-M-U | 96622 | A1-B-F-F1-R-R1-V |  |  |  |
| 96510 | A1-B-I-N-V | 96555 | A1-B-F-M-V | 96624 | A1-B-F-F1-R-R1-V |  |  |  |
| 96511 | A1-B-I-N-V | 96557 | A1-B-F-M-V | 96628 | A1-B-F-F1-R-R1-V |  |  |  |
| 96515 | A1-B-D-F-U3 | 96562 | A-A1-B-B2-C-C1-D-E2- | 96629 | A1-B-F-F1-R-R1-V |  |  |  |
| 96516 | A1-B-D-F |  | E3-F-F1-H-H1-I-L-M-N- <br> R-T-V-Z-Z1 | 96643 | A1-B-F-F1-R-R1-V |  |  |  |
| 96517 | A1-B-F-U3-V |  | A-A | 96650 | A1-B-F-F1-R-R1-V |  |  |  |
| 96520 | A1-B-F-N-U3-V | $96595$ | A1-B-V | 96657 | A1-B-F-F1-R-R1-V |  |  |  |
| 96521 | A1-B-F-N-U3 |  |  | 96660 | A1-B-F-F1-R-R1-V |  |  |  |
| 96522 | A1-B-F-N-U | 96599 | A1-B-N-V | 96661 | A1-B-F-F1-R-R1-V |  |  |  |
|  |  |  |  | 96662 | A1-B-F-F1-R-R1-V |  |  |  |

# RESTRICTIONS 

## LEGEND

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

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

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

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

## D. Coffee is prohibited.

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

E3. Radio transceivers, cordless telephones, global positioning systems, scanners, base stations, and handheld transmitters are prohibited.
F. Firearms of any type are prohibited in all classes of mail. See definitions of firearms in DMM 601.12.1. This restriction does not apply to firearms mailed to or by official U.S. government agencies. The restriction for mail to this ZIP Code does not apply to firearms mailed from this ZIP Code, provided ATF and USPS regulations are met. Antique firearms are a separate category defined in DMM 601.12.1h and ATF regulations; they do not require an ATF form.

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

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

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

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

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

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

- Maximum length 12 inches.
- Maximum width 12 inches.
- Maximum height $51 / 2$ 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.

U4. Mail addressed to Box C is limited to 2 punds, regardless of class.
V. Express Mail Military Service (EMMS) not available from any origin.

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

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

- International Network Operations,

Global Business, 12-15-11

Thrift Savings Plan Fact Sheet

| ANNUAL RETURNS | G Fund | F Fund | U.S. <br> Aggregate Index | C Fund | S\&P 500 Stock Index | $S^{*}$ <br> Fund | Dow Jones U.S. <br> Completion TSM Index | $I^{*}$ Fund | EAFE Stock Index |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 1994 | 7.22 | -2.96 | -2.92 | 1.33 | 1.32 | - | -2.66 | - | 7.75 |
| 1995 | 7.03 | 18.31 | 18.47 | 37.41 | 37.58 | - | 33.48 | - | 11.27 |
| 1996 | 6.76 | 3.66 | 3.63 | 22.85 | 22.96 | 18.52 | 17.18 | 6.27 | 6.14 |
| 1997 | 6.77 | 9.60 | 9.65 | 33.17 | 33.36 | 26.61 | 25.69 | 1.46 | 1.55 |
| 1998 | 5.74 | 8.70 | 8.69 | 28.44 | 28.58 | 7.51 | 8.63 | 20.46 | 20.09 |
| 1999 | 5.99 | -0.85 | -0.82 | 20.95 | 21.04 | 32.70 | 35.49 | 26.81 | 26.72 |
| 2000 | 6.42 | 11.67 | 11.63 | -9.14 | -9.10 | -8.76 | -15.77 | -14.11 | -14.17 |
| 2001 | 5.39 | 8.61 | 8.44 | -11.94 | -11.89 | -2.22* | -2.52* | -15.42* | -14.88* |
| 2002 | 5.00 | 10.27 | 10.26 | -22.05 | -22.10 | -18.14 | -17.80 | -15.98 | -15.94 |
| 2003 | 4.11 | 4.11 | 4.10 | 28.54 | 28.69 | 42.92 | 43.84 | 37.94 | 38.59 |
| 2004 | 4.30 | 4.30 | 4.34 | 10.82 | 10.88 | 18.03 | 18.10 | 20.00 | 20.25 |
| 2005 | 4.49 | 2.40 | 2.43 | 4.96 | 4.91 | 10.45 | 10.03 | 13.63 | 13.54 |
| 2006 | 4.93 | 4.40 | 4.33 | 15.79 | 15.79 | 15.30 | 15.28 | 26.32 | 26.34 |
| 2007 | 4.87 | 7.09 | 6.97 | 5.54 | 5.49 | 5.49 | 5.39 | 11.43 | 11.17 |
| 2008 | 3.75 | 5.45 | 5.24 | -36.99 | -37.00 | -38.32 | -39.03 | -42.43 | -43.38 |
| 2009 | 2.97 | 5.99 | 5.93 | 26.68 | 26.46 | 34.85 | 37.43 | 30.04 | 31.78 |
| 2010 | 2.81 | 6.71 | 6.54 | 15.06 | 15.06 | 29.06 | 28.62 | 7.94 | 7.75 |

*Rates of return for May (inception of S and I Funds) through December 2001.

| MONTHLY RETURNS | G Fund | F Fund | U.S. <br> Aggregate Index | C Fund | S\&P 500 <br> Stock <br> Index | S * Fund | Dow Jones U.S. <br> Completion TSM Index | $\begin{aligned} & \text { I * }^{\text {Fund }} \end{aligned}$ | EAFE <br> Stock Index |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 2010 |  |  |  |  |  |  |  |  |  |
| Dec | 0.20 | -1.05 | -1.08 | 6.68 | 6.68 | 7.38 | 7.34 | 8.12 | 8.10 |
| 2011 |  |  |  |  |  |  |  |  |  |
| Jan | 0.24 | 0.13 | 0.12 | 2.37 | 2.37 | 1.23 | 1.28 | 2.41 | 2.36 |
| Feb | 0.22 | 0.26 | 0.25 | 3.42 | 3.43 | 4.52 | 4.44 | 3.33 | 3.30 |
| March | 0.26 | 0.06 | 0.06 | 0.04 | 0.04 | 2.06 | 2.02 | -2.23 | -2.24 |
| April | 0.25 | 1.28 | 1.27 | 2.96 | 2.96 | 2.94 | 2.99 | 6.03 | 5.98 |
| May | 0.25 | 1.31 | 1.31 | -1.13 | -1.13 | -1.27 | -1.27 | -2.90 | -2.95 |
| June | 0.21 | -0.30 | -0.29 | -1.67 | -1.67 | -2.35 | -2.33 | -1.16 | -1.25 |
| July | 0.22 | 1.59 | 1.59 | -2.04 | -2.03 | -3.14 | -3.23 | -1.60 | -1.59 |
| Aug | 0.19 | 1.45 | 1.46 | -5.44 | -5.43 | -8.12 | -8.17 | -9.03 | -9.03 |
| Sept | 0.16 | 0.73 | 0.73 | -7.03 | -7.03 | -10.73 | -10.79 | -10.55 | -9.53 |
| Oct | 0.14 | 0.11 | 0.11 | 10.93 | 10.93 | 14.09 | 14.00 | 9.48 | 9.64 |
| Nov | 0.14 | 0.01 | -0.09 | -0.21 | -0.22 | -0.51 | -0.57 | -2.46 | -4.85 |
| LAST 12 MONTHS | 2.51 | 5.68 | 5.52 | 7.82 | 7.83 | 3.78 | 3.36 | -2.67 | -4.12 |

The G Fund is managed internally by the Federal Retirement Thrift Investment Board. Assets of the F, C, S, and I Funds are managed externally. The Board currently has contracts with BlackRock Institutional Trust Company, N.A., to manage the F, C, S, and I Fund assets. The F, C, S, and I Funds invest in commingled trust funds, in which the assets of tax-deferred employee benefit plans are combined and invested together. The F, C, S, and I Funds and the BlackRock funds are passively managed index funds.
Future performance of the funds will vary and may be significantly different from the returns shown above. See the Summary of the Thrift Savings Plan for detailed information about the funds and their investment risks. The monthly returns of the TSP Funds represent net earnings for the month after deduction of accrued administrative expenses and, except for the G Fund, after deduction of trading costs and accrued investment management fees as well. The returns for the four indexes shown do not include any of these deductions.

* Implemented May 2001.


## See next page for L Funds.

L Funds

| Annual Returns | L Income | L 2020 | L 2030 | L 2040 | L 2050 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 2006 | 7.59 | 13.72 | 15.00 | 16.53 |  |
| 2007 | 5.56 | 6.87 | 7.14 | 7.36 |  |
| 2008 | -5.09 | -22.77 | -27.50 | -33.53 |  |
| 2009 | 8.57 | 19.14 | 22.48 | 25.19 |  |
| 2010 | 5.74 | 10.59 | 12.48 | 13.89 |  |
|  |  |  |  |  |  |
| Monthly Returns | L Income | L 2020 | L 2030 | L 2040 | L 2050 |
| 2010 |  |  |  |  |  |
| Feb | 0.74 | 1.61 | 1.94 | 2.18 |  |
| Mar | 1.43 | 3.75 | 4.52 | 5.15 |  |
| Apr | 0.50 | 0.76 | 0.94 | 1.05 |  |
| May | -1.50 | -4.98 | -6.07 | -6.97 |  |
| June | -0.61 | -2.34 | -2.98 | -3.47 |  |
| July | 1.81 | 4.82 | 5.80 | 6.60 |  |
| Sept | 2.00 | 5.54 | 6.77 | 7.76 |  |
| Oct | 0.92 | 2.29 | 2.78 | 3.16 |  |
| Nov | -0.05 | -0.49 | -0.56 | -0.64 |  |
| Dec | 1.49 | 4.08 | 4.96 | 5.67 |  |
| 2011 |  |  |  |  |  |
| Jan | 0.63 | 1.35 | 1.57 | 1.75 |  |
| Feb | 0.90 | 2.15 | 2.60 | 2.95 | 3.28 |
| Mar | 0.17 | -0.03 | -0.05 | -0.08 | -0.15 |
| Apr | 1.01 | 2.37 | 2.83 | 3.20 | 3.57 |
| May | -0.05 | -0.74 | -0.97 | -1.15 | -1.39 |
| June | -0.18 | -0.84 | -1.10 | -1.30 | -1.48 |
| July | -0.14 | -0.94 | -1.25 | 1.49 | -1.75 |
| Aug | -1.10 | -3.69 | -4.63 | -5.37 | -6.16 |
| Sept | -1.51 | -4.73 | -5.92 | -6.85 | -7.80 |
| Oct | 2.31 | 6.18 | 7.68 | 8.83 | 9.92 |
| Nov | 0.02 | -0.34 | -0.49 | -0.62 | -0.78 |
| LAST 12 MONTHS | 3.55 | 4.40 | 4.55 | 4.59 | - |

The L Funds are invested in the five individual TSP funds.

## DMM Revision: Priority Mail Commercial Plus Cubic Packaging Alternatives - Clarification

Effective January 22, 2012, the Postal Service ${ }^{\text {TM }}$ will revise Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM ${ }^{\circledR}$ ) 402.2.2, 423.1.4, and 425.2.3, that are currently pending standards changes related to the measurement of two new Priority Mail ${ }^{\circledR}$ Commercial Plus Cubic packaging alternatives - soft-pack envelopes and padded envelopes.

The Postal Service initially published these standards in Postal Bulletin 22323 (11-3-11, pages 4-6) and has subsequently received requests for clarification of the measurement guidelines. In response, the Postal Service provides these revised standards to address the inquiries by mailers and software providers

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

400 Commercial Parcels $\quad$ * * *

402 Elements on the Face of a Mailpiece
2.0 Placement and Content Markings
[Revise items 2.2 and 2.3 by reorganizing the text of 2.2 into a new 2.2.1 and the text of 2.3 into a new 2.2.2 as follows:]

### 2.2 Priority Mail Commercial Plus Cubic Markings

2.2.1 Price Marking - Postage Evidencing Systems

Priority Mail pieces claiming the commercial plus cubic price must be marked "Priority Mail" and bear the applicable marking that reflects the correct price tier printed on the piece or produced as part of the postage indicia. The cubic tiers are determined by the cubic measurement of each mailpiece up to the defined threshold, (for example, measurements from .01 up to .10 for "Cubic .10" and from . 101 up to .20 for "Cubic .20 "). Place the marking directly above, directly below, or to the left of the postage. Approved markings are as follows:
a. "Cubic .10"
b. "Cubic .20"
c. "Cubic .30"
d. "Cubic .40"
e. "Cubic .50"

### 2.2.2 Price Marking-Permit Imprint

Priority Mail permit imprint pieces claiming the commercial plus cubic price must be marked "Priority Mail" and bear the "cubic" marking (see 2.2.3 for soft pack and padded envelopes), printed on the piece or produced as part of the permit imprint indicia. Place the marking directly above, directly below, or to the left of the postage. The approved marking is "Cubic" (or "CUBIC," or "cubic").

## [Add new 2.2.3 as follows:]

### 2.2.3 Soft Pack and Padded Envelope Markings

Regardless of the postage payment method used, soft pack and padded envelopes must be marked "Priority Mail" in addition to the tier price markings in 2.2.1 and the dimensions (length and width) of the original packaging. Place the markings directly above, directly below, or to the left of the postage.
[Renumber current items 2.4 through 2.9 as 2.3 through 2.8.]

## 420 Priority Mail

423 Prices and Eligibility
1.0 Prices and Fees

### 1.4 Commercial Plus Cubic

[Renumber current item 1.4.4 as new 1.4.5 and add new 1.4.4 as follows:]

### 1.4.4 Determining Cubic Tier Measurement for Soft Pack and Padded Envelopes

Cubic tier measurements for soft pack and padded envelopes are based on the outside dimensions of length plus width, in inches, of the original packaging material. Mailpieces that are pleated (e.g., expandable) must follow the measurement guidelines in 1.4.3 to be eligible for cubic pricing. Determine cubic tier measurements as follows:
a. Measure the length and width separately in inches.
b. Round down (see 604.7.0) each measurement to the nearest $1 / 4$ inch. For example, 10-1/8 inches is rounded down to 10 inches.
c. Add the two measurements together. The maximum total of length plus width cannot exceed 36 inches. See Exhibit 1.4.4 for corresponding price tiers.

Exhibit 1.4.4 Commercial Plus Pricing Tiers for Soft Pack and Padded envelopes

| Cubic <br> price Tiers | Mailpieces measuring from | Length plus <br> Width |
| :--- | :--- | :--- |
| 0.10 | Mailpieces measuring more than | 0" up to 21" |
| 0.20 | Mailpieces measuring more than | $27^{\prime \prime}$ |
| 0.30 | Mailpieces measuring more than | 31" up to 34" |
| 0.40 | Mailpieces measuring more than | 34" up to 36" |
| 0.50 | $* *$ | $*$ |

425 Mail Preparation
2.0 Marking

[Revise the title and text of item 2.3 as follows:]

### 2.3 Price Marking for Commercial Plus Cubic Prices

See 402.2.3 for price markings and other markings for pieces claiming commercial plus cubic prices.
[Delete item 2.4, Price Marking for Commercial Plus Cubic Prices - Permit Imprint Indicia, in its entirety.]

We will include these revisions in the next monthly update of the online DMM, which is available via Postal Explorer ${ }^{\circledR}$ at http://pe.usps.com.

## IMM Revision: Changes to Pricing and Mailing Standards for International Shipping Services

Effective January 22, 2012, the Postal Service ${ }^{\text {TM }}$ will revise Mailing Standards of the United States Postal Service, International Mail Manual ( $\mathrm{IMM}^{\circledR}$ ) to reflect changes to prices and standards for the international shipping services noted below.

## Global Express Guaranteed Service

Global Express Guaranteed ${ }^{\circledR}\left(\mathrm{GXG}^{\circledR}\right)$ is an international expedited delivery service provided through an alliance with FedEx Express. The price increase for retail GXG service averages 6.0 percent. In addition, the Postal Service is making the following product features and classification changes:

- Commercial base pricing for customers who prepare and pay for GXG shipments via permit imprint when used in conjunction with Global Shipping Software (GSS), online at USPS.com ${ }^{\circledR}$, or by registered endusers using an authorized PC Postage ${ }^{\circledR}$ vendor will be a variable discount (based on the item's weight and price group) of up to 10 percent below the retail price. Previously, an across-the-board discount of 10 percent applied regardless of weight or price group. As a result, we will remove the GXG price tables in the Individual Country Listings of the IMM and refer customers to Notice 123, Price List, for the applicable commercial plus, commercial base, or retail price for GXG service.
- To provide additional options for customers, the Postal Service introduces published commercial plus prices as a new price tier for GXG service. Mailers who qualify for this option will receive a variable discount (based on the item's weight and price group) of up to 17 percent below the retail price. To qualify for commercial plus pricing, customers must tender at
least \$100,000 per year of international expedited products. For this purpose, "international expedited products" includes any combination of GXG, Express Mail International ${ }^{\circledR}$, or Priority Mail Internationa ${ }^{\circledR}$ items. Postage payment options for commercial plus pricing are permit imprint when used in conjunction with GSS and registered end-users using an authorized PC Postage vendor. As with commercial base prices, the commercial plus price is applied to each item but does not apply to any other charges or fees.
- The Postal Service introduces a new legal-size GXG envelope. The new larger envelope measures 15 inches by 9-1/2 inches and enables customers to ship legal-size documents without folding them. Like our other USPS ${ }^{\circledR}$-produced GXG envelopes, the price will be based on the actual weight and price group of the mailpiece - the dimensional-weight price is not applicable when using this envelope.


## Express Mail International Service

Express Mail International service provides reliable, high-speed service to approximately 190 countries with a money-back, date-certain delivery guarantee to select destinations. The price increase for retail Express Mail International service averages 11.6 percent. In addition, the Postal Service is making the following product features and classification changes:

- Commercial base pricing for customers who prepare and pay for Express Mail International shipments via permit imprint when used in conjunction with GSS, online at USPS.com, or by registered end-users using an authorized PC Postage vendor will be a variable discount (based on the item's weight and price group)
of up to 8 percent below the retail price. Previously, an across-the-board discount of 8 percent applied regardless of weight or price group. As a result, we will remove the Express Mail International price tables in the Individual Country Listings of the IMM and refer customers to Notice 123, Price List, for the applicable commercial plus, commercial base, or retail price for Express Mail International service.
- To provide additional options for customers, we are authorizing published commercial plus prices as a new price tier for Express Mail International service. Mailers who qualify for this option will receive a variable discount (based on the item's weight and price group) up to 15 percent below the retail price. To qualify for commercial plus pricing, customers must tender at least $\$ 100,000$ per year of international expedited products. For this purpose, "international expedited products" includes any combination of GXG, Express Mail International, or Priority Mail International items. Postage payment options for commercial plus pricing are permit imprint when used in conjunction with GSS and registered endusers using an authorized PC Postage vendor. As with commercial base prices, the commercial plus price is applied to each item but does not apply to any other charges or fees.
- To ensure compliance with various federal regulations, the Postal Service will no longer allow mailers to enter Express Mail International items bearing a permit imprint (paid through an Express Mail corporate account) at a business mail entry unit (BMEU). Mailers still have the option to present Express Mail International items (paid through an Express Mail corporate account) to a retail facility for acceptance and processing.
- Building on the success of current Priority Mail International Flat Rate packaging, we are introducing two versions of a new Express Mail International Flat Rate Box. Both boxes have the same cubic capacity of approximately $1 / 3$ cubic foot and have a maximum weight allowance of 20 pounds. The top-loading box (EM-FRB1) has inside dimensions that measure 11 inches by $8-1 / 2$ inches by 5-1/2 inches. Due to size constraints, postage payment options for the EMFRB1 are limited to online postage payment methods or a permit imprint used in conjunction with GSS. The side-loading box (EM-FRB2) has inside dimensions that measure 13-5/8 inches by 11-7/8 inches by $3-3 / 8$ inches. All postage payment options are available for the EM-FRB2: postage stamps, USPS postage validation imprinter (PVI) labels, postage meter stamps, online postage payment methods, a permit
imprint used in conjunction with GSS, or an Express Mail corporate account (EMCA).
- For consistency, we are updating the IMM to reflect a 20-pound maximum weight limit for the Express Mail International Flat Rate Envelopes to match the newly introduced Express Mail International Flat Rate Boxes.
- Via a formal request from the country of Tonga, the Postal Service will offer Express Mail International service to this destination under Price Group 6. The maximum weight is 66 pounds, and the maximum insurance limit is $\$ 5,000$.


## Priority Mail International Service

Priority Mail International service offers economical prices for reliable delivery of documents and merchandise, typically within 6 to 10 business days to many major destinations. The price increase for retail Priority Mail International service averages 8.7 percent. In addition, the Postal Service is making the following product features and classification changes:

- Commercial base pricing for customers who prepare and pay for Priority Mail International shipments via permit imprint when used in conjunction with GSS, online at USPS.com, or by registered end-users using an authorized PC Postage vendor will be a variable discount (based on the item's weight and price group) of up to 5 percent below the retail price. Previously, an across-the-board discount of 5 percent applied regardless of weight or price group. As a result, we will remove the Priority Mail International price tables in the Individual Country Listings of the IMM and refer customers to Notice 123, Price List, for the applicable commercial plus, commercial base, or retail price for Priority Mail International service.
- To provide additional options for customers, the Postal Service introduces published commercial plus prices as a new price tier for Priority Mail International service. Mailers who qualify for this option will receive a variable discount (based on the item's weight and price group) of up to 10 percent below the retail price. To qualify for commercial plus pricing, customers must tender at least $\$ 100,000$ per year of international expedited products. For this purpose, "international expedited products" includes any combination of GXG, Express Mail International, or Priority Mail International items. Postage payment options for commercial plus pricing are permit imprint when used in conjunction with GSS and registered end-users using an authorized PC Postage vendor. As with commercial base prices, the commercial plus price is applied to each item but does not apply to any other charges or fees.
- To ensure compliance with various federal regulations, the Postal Service will no longer allow mailers to enter, at a BMEU, Priority Mail International items bearing a permit imprint paid at the retail price. Mailers still have the option to present Priority Mail International items to a retail facility for acceptance and processing. The mailer can make payment at the retail facility with a postage validation imprinter (PVI) label, or the mailer can prepay postage with a postage meter stamp or postage stamps.


## Other International Changes

The following revisions to international shipping services are also effective January 22, 2012:

- The overall price increase for International Priority Airmail ${ }^{T M}\left(\mathrm{IPA}^{\circledR}\right)$ service averages 1.0 percent.
- The overall price increase for International Surface Air Lift ${ }^{\circledR}$ (ISAL ${ }^{\circledR}$ ) service averages 13.7 percent.
- The price increase for Airmail M-bags averages 3.5 percent.
- The price increase for international competitive extra services averages 5.0 percent and includes the following:
- Express Mail International insurance.
- Priority Mail International insurance.
- Certificate of mailing.
- International postal money orders.
- Money order inquiry fee.
- Customs clearance and delivery.
- Registered Mail ${ }^{\text {TM }}$ service.
- Restricted delivery service.
- Return receipt service.
- Pickup On Demand ${ }^{\circledR}$ service.

These IMM revisions are based on our international Shipping Services final rule published in the Federal Register (76 FR 75786-75794) on December 5, 2011. The entire notice can be viewed on Postal Explorer ${ }^{\circledR}$ at http:// pe.usps.com.

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

## 2 Conditions for Mailing <br> 210 Global Express Guaranteed <br> 213 Prices and Postage Payment Methods

[Revise the title and text of 213.6 to read as follows:]

### 213.6 Commercial Prices

### 213.61 Commercial Base Prices

Global Express Guaranteed commercial base prices are generally less than Global Express Guaranteed retail prices when postage is paid using any of the online methods described in 213.7 or a permit imprint under 213.8. Commercial base pricing does not apply to participating retail Post Office locations. See Notice 123, Price List, for the applicable price.

### 213.62 Commercial Plus Prices

### 213.621 General

For approved mailers, Global Express Guaranteed commercial plus prices are generally less than Global Express Guaranteed commercial base prices when postage is paid by a registered end-user of a USPS-approved PC Postage product, or a permit imprint under 213.8. Commercial plus pricing does not apply to participating retail Post Office locations. See Notice 123, Price List, for the applicable price.

### 213.622 Commercial Plus Pricing - Eligibility

To qualify for commercial plus pricing, customers must agree to all terms and conditions in a standardized agreement with the Postal Service and tender at least \$100,000 per year of international expedited products. For this purpose, "international expedited products" includes any combination of Global Express Guaranteed, Express Mail International, or Priority Mail International items.

### 213.623 Commercial Plus Pricing - Approval

Mailers meeting the minimum revenue thresholds under 213.622 must complete an agreement with the Postal Service by contacting their account manager, or USPS Global Business via e-mail at globalcpp@usps.gov, for a commitment agreement form or for additional information.

### 213.7 Online Postage Payment Method

### 213.71 Online Prices

[Revise 213.71 to read as follows:]
For selected destination countries, Global Express Guaranteed items qualify for discounted prices (equal to the commercial base price or commercial plus price) when mailers use one of the following online shipping methods:
a. Commercial Base Price: Click-N-Ship service; or registered end-users of USPS-approved PC Postage products.
b. Commercial Plus Price: Registered end-users of USPS-approved PC Postage products.

The commercial base or commercial plus price is automatically applied to each shipment when using one of the postage payment methods above. The discount applies only to the postage portion of the Global Express Guaranteed
price. It does not apply to any other charges or fees, such as fees for Pickup on Demand service, insurance, or shipments made under a customized agreement.
[Renumber current 213.72 through 213.75 as new 213.73 through 213.76 and add new 213.72 to read as follows:]

### 213.72 Markings Requirements

Global Express Guaranteed mailpieces claiming the commercial base or commercial plus price paid with PC Postage must bear the appropriate price marking, printed on the piece or produced as part of the PC Postage indicia. Mailers must place the applicable marking directly above, directly below, or to the left of the postage using one of the following formats:
a. Commercial Base Price, Commercial Base Pricing, or ComBasPrice.
b. Commercial Plus Price, Commercial Plus Pricing, or ComPlsPrice.
[Revise the title and text of renumbered 213.73 to read as follows:]

### 213.73 Determining Online Prices

For each addressed mailpiece, refer to Notice 123, Price List, for the applicable commercial base or commercial plus price.

### 213.8 Permit Imprint

213.81 Permit Imprint - General
[Revise 213.81 to read as follows:]
Global Express Guaranteed items paid with a permit imprint through an advance deposit account is permitted only when requirements for commercial base prices or commercial plus prices (see 213.82) are followed. Postage paid with a permit imprint is subject to the general conditions in IMM 152.4 and in DMM 604 and 705. See Notice 123, Price List, for the applicable prices.
[Revise the title and introductory text of 213.82 to read as follows:]

### 213.82 Permit Imprint - Commercial Base or Commercial Plus Prices

Global Express Guaranteed commercial base or commercial plus prices are generally less than Global Express Guaranteed retail prices when postage is paid using a permit imprint. The commercial base or commercial plus price applies only to the postage portion of Global Express Guaranteed prices. See Notice 123, Price List, for the applicable price. In addition, customers must meet the following requirements:***

## 220

221

### 221.3 Express Mail International Flat Rate Envelopes

[Revise 221.3 to read as follows:]
Only USPS-produced Express Mail International Flat Rate Envelopes are eligible for the Flat Rate price and are charged a flat rate regardless of destination. The maximum weight is 20 pounds. See the Individual Country Listings for countries that offer Express Mail International service.
[Renumber current 221.4 as new 221.5 and insert new 221.4 to read as follows:]

### 221.4 Express Mail International Flat Rate Boxes

Only USPS-produced Express Mail International Flat Rate Boxes are eligible for the Flat Rate price and are charged a flat rate regardless of destination. The maximum weight is 20 pounds. See the Individual Country Listings for countries that offer Express Mail International service.

222

[Renumber current 222.4 through 222.7 as new 222.5 through 222.8 and insert new 222.4 to read as follows:]

### 222.4 Express Mail International Flat Rate Boxes

Only USPS-produced Express Mail International Flat Rate Boxes are eligible for Flat Rate pricing as defined in Exhibit 222.4. The contents must fit securely and must be entirely confined within the box. The box flaps must be able to close within the prefabricated folds. Tape may be applied to the flap and seams for closure or reinforcement, provided the design of the container is not enlarged by opening the sides and taping or reconstructing the container in any way. All other Express Mail International standards and customs requirements apply.
Note: The USPS-produced Express Mail International Flat Rate Box, Item EM-FRB1, is nonmailable when paid at the retail price using shipping Label 11-B, Express Mail Post Office to Addressee, due to size constraints and to ensure compliance with IMM 123.61b.This standard does not apply when payment is made using a permit imprint under 223.22 or online postage under 223.24.

## Exhibit 222.4 Eligible Express Mail International Flat Rate Boxes

| Item | Inside Dimensions (L x W x H) | Outside Dimensions (L x W x H) | Item No. |
| :--- | :--- | :--- | :--- |
| Express Mail International Flat Rate Box | $11^{\prime \prime} \times 8-1 / 2^{\prime \prime} \times 5-1 / 2^{\prime \prime}$ | $11-1 / 4^{\prime \prime} \times 8-3 / 4^{\prime \prime} \times 6^{\prime \prime}$ | EM-FRB1* |
| Express Mail International Flat Rate Box | $13-5 / 8^{\prime \prime} \times 11-7 / 8^{\prime \prime} \times 3-3 / 8^{\prime \prime}$ | $14^{\prime \prime} \times 12^{\prime \prime} \times 3-1 / 2^{\prime \prime}$ | EM-FRB2 |

* Nonmailable when paid at the retail price using shipping Label 11-B, Express Mail Post Office to Addressee.


## 223 Prices and Postage Payment Methods

$223.1 \quad$ Prices
[Revise 223.1 to read as follows:]

### 223.11 Availability and Price Application - General

Except under 223.14 and 223.15, Express Mail International shipments are charged postage for each addressed piece according to its weight and country price group. For shipments presented in Express Mail pouches under an Express Mail Custom Designed Service agreement, each pouch is considered an addressed piece. See the Individual Country Listings for countries that offer Express Mail International service. Refer to Notice 123, Price List, for applicable Express Mail International prices.

### 223.12 Commercial Base Prices

Express Mail International commercial base prices are generally less than Express Mail International retail prices when postage is paid using a permit imprint under 223.222 or the online methods described in 223.241.

### 223.13 Commercial Plus Prices

For approved mailers, Express Mail International commercial plus prices are generally less than Express Mail International commercial base prices when postage is paid by a registered end-user of a USPS-approved PC Postage product, or a permit imprint under 223.222.

### 223.131 Commercial Plus Pricing - Eligibility

To qualify for commercial plus pricing, customers must agree to all terms and conditions in a standardized agreement with the Postal Service and tender at least \$100,000 per year of international expedited products. For this purpose, "international expedited products" includes any combination of Global Express Guaranteed, Express Mail International, or Priority Mail International items.

### 223.132 Commercial Plus Pricing - Approval

Mailers meeting the minimum revenue thresholds under 223.131 must complete an agreement with the Postal Service by contacting their account manager, or USPS Global Business via e-mail at globalcpp@usps.gov, for a commitment agreement form or for additional information.

### 223.14 Express Mail International Flat Rate Envelope Prices

Only USPS-produced Express Mail International Flat Rate Envelopes are eligible for a Flat Rate price regardless of the destination. The maximum weight is 20 pounds. Postage is required for each piece (see Notice 123, Price List). A domestic Express Mail Flat Rate Envelope with prepaid postage may also be used for an Express Mail International item provided that appropriate additional postage is added before mailing.

### 223.15 Express Mail International Flat Rate Boxes Prices

Only USPS-produced Express Mail International Flat Rate Boxes are eligible for a Flat Rate price regardless of the destination. The maximum weight is 20 pounds. Postage is required for each piece (see Notice 123, Price List).

### 223.2 Postage Payment Methods

### 223.22 Permit Imprint

### 223.221 Permit Imprint - General

[Revise 223.221 to read as follows:]
Payment for Express Mail International shipments paid with a permit imprint through an advance deposit account is permitted only when requirements for commercial base prices or commercial plus prices (see 223.222) are followed. Postage paid with a permit imprint is subject to the general conditions in IMM 152.4 and in DMM 604 and 705. See Notice 123, Price List, for the applicable prices.
[Revise the title and introductory text of 223.222 to read as follows:]

### 223.222 Permit Imprint - Commercial Base or Commercial Plus Prices

Express Mail International commercial base and commercial plus prices are generally less than Express Mail International retail prices when postage is paid using a permit imprint. The commercial base price applies only to the postage portion of Express Mail International prices. In addition, customers must meet the following requirements:***
[Delete 223.223, Permit Imprint - Retail Price, in its entirety.]

### 223.24 Online Postage Payment Method

### 223.241 Online Prices

[Revise 223.241 to read as follows:]
For selected destination countries, Express Mail International items qualify for discounted prices (equal to the commercial base price or commercial plus price) when mailers use one of the following online shipping methods:
a. Commercial Base Price: Click-N-Ship service; or registered end-users of USPS-approved PC Postage products.
b. Commercial Plus Price: Registered end-users of USPS-approved PC Postage products.

The commercial base or commercial plus price is automatically applied to each shipment when using one of the above postage payment methods. The discount applies only to the postage portion of the Express Mail International price. It does not apply to any other charges or fees, such as fees for Pickup on Demand service, insurance, or shipments made under a customized agreement.
[Renumber current 223.242 as 223.243 and insert new 223.242 to as follows:]

### 223.242 Markings Requirements

Express Mail International mailpieces claiming the commercial base or commercial plus price paid with PC Post-
age must bear the appropriate price marking, printed on the piece or produced as part of the PC Postage indicia. Mailers must place the applicable marking directly above, directly below, or to the left of the postage using one of the following formats:
a. Commercial Base Price, Commercial Base Pricing, or ComBasPrice.
b. Commercial Plus Price, Commercial Plus Pricing, or ComPlsPrice.
[Revise the title and text of renumbered 223.243 to read as follows:]

### 223.243 Determining Online Prices

For each addressed mailpiece, refer to Notice 123, Price List, for the applicable commercial base or commercial plus price.

230 Priority Mail International

232 Eligibility
232.2 Eligible Priority Mail International Flat Rate Envelopes and Small Flat Rate Priced Boxes

## Exhibit 232.2b Eligible Priority Mail International Small Flat Rate Priced Boxes

[Revise Exhibit 232.2b to read as follows:]

| Item | Inside Dimensions ( $\mathrm{L} \times \mathrm{W} \times \mathrm{H}$ ) | Outside Dimensions (L x W x H) | Item No. |
| :---: | :---: | :---: | :---: |
| Priority Mail International Small Flat Rate Box | 8-5/8" $\times 5-3 / 8{ }^{\prime \prime} \times 1-5 / 8^{\prime \prime}$ | 8-11/16" $\times 5-7 / 16^{\prime \prime} \times 1-3 / 4 "$ | SFBX |
| Priority Mail International DVD Box | 7-9/16" $\times 5-7 / 16^{\prime \prime} \times 1-1 / 8^{\prime \prime}$ | $8-3 / 4{ }^{\prime \prime} \times 5-9 / 16^{\prime \prime} \times 1-1 / 2^{\prime \prime}$ | O-DVDS |
| Priority Mail International Large Video Box | 9-1/4" $\times 6-1 / 4^{\prime \prime} \times 2$ " | 9-9/16" x 6-7/16" $\times 2-3 / 16^{\prime \prime}$ | O-1096-L |
| * * * | * * |  |  |

[Renumber current 232.4 through 232.8 as new 232.5 through 232.9 and add new 232.4 to read as follows:]

### 232.4 Eligible Priority Mail International Medium and Large Flat Rate Boxes

Only the items in Exhibit 232.4a and Exhibit 234.4b qualify for the Priority Mail International Medium and Large Flat Rate Box pricing.

## Exhibit 232.4a Eligible Priority Mail Medium International Flat Rate Boxes

| Item | Inside Dimensions (L x W x H) | Outside Dimensions (L x W x H) | Item No. |
| :--- | :--- | :--- | :--- |
| Priority Mail International Medium Flat Rate Box | $11^{\prime \prime} \times 81 / 2^{\prime \prime} \times 5-1 / 2^{\prime \prime}$ | $111 / 4^{\prime \prime} \times 83 / 4^{\prime \prime} \times 6^{\prime \prime}$ | O-FRB1 |
| Priority Mail International Medium Flat Rate Box | $135 / 8^{\prime \prime} \times 11^{\prime \prime} 7 / 8^{\prime \prime} \times 33 / 8^{\prime \prime}$ | $14^{\prime \prime} \times 12^{\prime \prime} \times 31 / 2^{\prime \prime}$ | O-FRB2 |

## Exhibit 232.4b Eligible Priority Mail International Large Flat Rate Boxes

| Item | Inside Dimensions (L x W x H) | Outside Dimensions (L x W x H) | Item No. |
| :--- | :--- | :--- | :--- |
| Priority Mail International Large Flat Rate Box | $12^{\prime \prime} \times 12^{\prime \prime} \times 5-1 / 2^{\prime \prime}$ | $121 / 4^{\prime \prime} \times 121 / 4^{\prime \prime} \times 6^{\prime \prime}$ | LFRB |
| Priority Mail International Board Game Large Flat Rate <br> Box | $23-11 / 16^{\prime \prime} \times 11-3 / 4^{\prime \prime} \times 3^{\prime \prime}$ | $24-1 / 16^{\prime \prime} \times 11-7 / 8^{\prime \prime} \times 3-1 / 8^{\prime \prime}$ | GBFRB |

233.1

Prices and Postage Payment Methods
Prices

*     *         *             *                 * 

[Renumber current 233.12 through 233.14 as new 233.14 through 233.16 and insert new 233.12 and 233.13 to read as follows:]

### 233.12 Commercial Base Prices

Priority Mail International commercial base prices are generally less than Priority Mail International retail prices when postage is paid using a permit imprint under 233.222 or the online methods described in 233.231. See Notice 123, Price List, for the applicable price.

### 233.13 Commercial Plus Prices

For approved mailers, Priority Mail International commercial plus prices are generally less than Priority Mail International commercial base prices when postage is paid by a registered end-user of a USPS-approved PC Postage product, or a permit imprint under 233.222. See Notice 123, Price List, for the applicable price.

### 233.131 Commercial Plus Pricing - Eligibility

To qualify for commercial plus pricing, customers must agree to all terms and conditions in a standardized agreement with the Postal Service and tender at least $\$ 100,000$ per year of international expedited products. For this purpose, "international expedited products" includes any combination of Global Express Guaranteed, Express Mail International, or Priority Mail International items.

### 233.132 Commercial Plus Pricing - Approval

Mailers meeting the minimum revenue thresholds under 233.131 must complete an agreement with the Postal Service by contacting their account manager, or USPS Global Business via e-mail at globalcpp@usps.gov, for a commitment agreement form or for additional information.

### 233.2 Postage Payment Methods

### 233.22 Permit Imprint

### 233.221 Permit Imprint - General

[Revise 233.221 to read as follows:]
Payment for Priority Mail International shipments paid with a permit imprint through an advance deposit account is permitted only when requirements for commercial base prices or commercial plus prices (see 233.222) are followed. Postage paid with a permit imprint is subject to the general conditions in IMM 152.4 and in DMM 604 and 705.
[Revise the title and introductory text of 233.222 to read as follows:]

### 233.222 Permit Imprint - Commercial Base or Commercial Plus Prices

Priority Mail International commercial base and commercial plus prices are generally less than Priority Mail International retail prices when postage is paid using a permit imprint. See Notice 123, Price List, for the applicable price. The commercial base price applies only to the postage portion of Priority Mail International prices. In addition, customers must meet the following requirements:***
[Delete 233.223, Permit Imprint - Retail Price, in its entirety.]

### 233.23 Online Postage Payment Method

### 233.231 Online Prices

[Revise 233.231 to read as follows:]
For selected destination countries, Priority Mail International items qualify for discounted prices (equal to the commercial base price or commercial plus price) when mailers use one of the following online shipping methods:
a. Commercial Base Price: Click-N-Ship service; or registered end-users of an authorized PC Postage vendor.
b. Commercial Plus Price: Registered end-users of an authorized PC Postage vendor.
The commercial base or commercial plus price is automatically applied to each shipment when using one of the above postage payment methods. The discount applies only to the postage portion of the Priority Mail International price. It does not apply to any other charges or fees, such as fees for Pickup on Demand service, insurance, or shipments made under a customized agreement.
[Renumber current 233.232 as new 233.233 and add new 233.232 to read as follows:]

### 233.232 Marking Requirements

Priority Mail International mailpieces claiming the commercial base or commercial plus price paid with PC Postage must bear the appropriate price marking, printed on the piece or produced as part of the PC Postage indicia. Mailers must place the applicable marking directly above, directly below, or to the left of the postage using one of the following formats:
a. Commercial Base Price, Commercial Base Pricing, or ComBasPrice.
b. Commercial Plus Price, Commercial Plus Pricing, or ComPIsPrice.
[Revise the title and text of renumbered 233.233 to read as follows:]

### 233.233 Determining Online Prices

For each addressed mailpiece, refer to Notice 123, Price List, for the applicable commercial base or commercial plus price.

## Country Price Groups and Weight Limits

[Revise the listing for Tonga by adding Express Mail International service to read as follows:]

| Country | Global Express Guaranteed |  | Express Mail International |  | Priority Mail International ${ }^{1}$ |  | First-Class Mail International |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Price Group | Max. Wt. (lbs.) | Price Group | Max. Wt. (lbs.) | Price Group | Max. Wt. (lbs.) | Price Group | Max. Wt. ${ }^{2}$ <br> (ozs. / lbs.) |
|  | * | * | * |  |  |  |  |  |
| Tonga | 4 | 70 | 6 | 66 | 6 | 44 | 6 | 3.5 / 4 |

$\star \quad * \quad * \quad * \quad *$

## Individual Country Listings

## Global Express Guaranteed (210)

[For each country that offers Global Express Guaranteed service, remove the price table. However, retain the country's Price Group designation (which appears in the "Global Express Guaranteed" heading) and any special standards or notes (which appear directly below the "Global Express Guaranteed" heading). In addition, retain the country's maximum weight limit from the bottom of the price table and insert it where indicated by the " $[x]$ " in the following text.]
The maximum weight is [x] pounds. Refer to Notice 123, Price List, for the applicable retail, commercial base, or commercial plus price.

## Express Mail International (220)

[For each country that offers Express Mail International service, remove the price table. However, retain the country's

Price Group designation (which appears in the "Express Mail International" heading). In addition, retain the country's maximum weight limit from the bottom of the price table and insert it where indicated by the " $[x]$ " in the following text.]
The maximum weight is [x] pounds. Refer to Notice 123, Price List, for the applicable retail, commercial base, or commercial plus price.
[For each country that offers Express Mail International service, revise the title and text of the Flat Rate section to read as follows:]

## Express Mail International - Flat Rate Envelope and Flat Rate Boxes

[For each country that offers Express Mail International, insert the following:]

The maximum weight for the Express Mail International Flat Rate Envelope and the Express Mail International Flat Rate Boxes is 20 pounds. Refer to Notice 123, Price List, for the applicable retail, commercial base, or commercial plus price.

## Insurance (222.71)

[For each country that offers Express Mail International merchandise insurance, replace the fees to read as follows up to the applicable maximum amount available for each country:]

| Insured Amount not over | Fee | Insured Amount not over | Fee |
| :---: | :---: | :---: | :---: |
| \$100 | No Fee | For insurance coverage above $\$ 2,000$, add $\$ 1.50$ for each $\$ 500$ or fraction thereof, up to a maximum of $\$ 5,000$ per shipment. | \$15.85 |
| 200 | \$0.85 |  |  |
| 500 | 2.35 |  |  |
| 1,000 | 3.85 |  |  |
| 1,500 | 5.35 |  |  |
| 2,000 | 6.85 | \$5,000 max. |  |

## Priority Mail International (230)

[For each country that offers Priority Mail International service, remove the price table. However, retain the country's Price Group designation (which appears in the "Priority Mail International" heading). In addition, retain the country's maximum weight limit from the bottom of the price table and insert it where indicated by the " $[x]$ " in the following text.]
The maximum weight is [x] pounds. Refer to Notice 123, Price List, for the applicable retail, commercial base, or commercial plus price.
Note: Ordinary Priority Mail International includes indemnity at no cost based on weight. (See 230.)

## Priority Mail International - Flat Rate

[For each country except Ascension, Bolivia, Cuba, Falkland Islands, and North Korea, revise the lines of text for the Flat Rate priced items to read as follows:]
Flat Rate Envelopes or Small Flat Rate Priced Boxes: The maximum weight is 4 pounds. Refer to Notice 123, Price List, for the applicable retail, commercial base, or commercial plus price.

Flat Rate Boxes - Medium and Large: The maximum weight is 20 pounds, or the limit set by the individual country, whichever is less. Refer to Notice 123, Price List, for the retail, commercial base, or commercial plus price.
[For Ascension, Bolivia, Cuba, and the Falkland Islands, revise the text directly below the heading "Available only for Priority Mail International Flat Rate Envelope and Small Flat Rate Priced Boxes" to read as follows:]
Flat Rate Envelopes or Small Flat Rate Priced Boxes: The maximum weight is 4 lbs . Refer to Notice 123, Price List, for the applicable retail, commercial base, or commercial plus price.
[For North Korea, revise the text directly below the heading "Available only for Priority Mail International Flat Rate Envelope" to read as follows:]
Flat Rate Envelopes: May not contain dutiable items or merchandise. The maximum weight is 4 lbs . Refer to Notice 123, Price List, for the applicable retail, commercial base, or commercial plus price.

## Insurance 232.82

[For each country that offers Priority Mail International insurance, replace the table of fees to read as follows up to the applicable maximum amount available for each country:]

| Insured Amount not over | Fee | Insured Amount not over | Fee |
| :---: | :---: | :---: | :---: |
| \$50 | \$2.45 | Add \$1.15 for each additional \$100 or fraction of insurance coverage. | \$59.95 |
| 100 | 3.60 |  |  |
| 200 | 4.75 |  |  |
| 300 | 5.90 |  |  |
| 400 | 7.05 |  |  |
| 500 | 8.20 | \$5,000 max. |  |

## First-Class Mail International (240)

## Airmail M-bags (260) - Direct Sack to One Addressee

[For each country that offers Airmail M-bags, remove the price table. However, retain the country's Price Group designation (which appears in the "Direct Sack to One Addressee" heading). In addition, retain the country's maximum weight limit from the bottom of the price table and insert it where indicated by the "[ $x$ ]" in the following text.]
The maximum weight is [x] pounds. Refer to Notice 123, Price List, for the applicable price.

## International Postal Money Order (371)

[For each country that offers international postal money orders, revise the fee and money order inquiry fee as follows:]
Fee: \$4.45
Money Order Inquiry Fee: $\$ 5.50$

## Tonga

## Country Conditions for Mailing

[Revise the listing for Tonga by adding Express Mail International Service to read as follows:]

## Express Mail International (220) Price Group 6

The maximum weight is 66 pounds. Refer to Notice 123, Price List, for the applicable retail, commercial base, or commercial plus price.

## Express Mail International - Flat Rate Envelope and Flat Rate Boxes:

The maximum weight for the Express Mail International Flat Rate Envelope and the Express Mail International Flat Rate Boxes is 20 pounds. Refer to Notice 123, Price List, for the applicable retail, commercial base, or commercial plus price.

## Insurance (222.71)

Available for Express Mail International merchandise shipments only

| Insured Amount <br> not over | Fee | Insured Amount <br> not over | Fee |
| :--- | :--- | :--- | :--- |
| $\$ 100$ | No Fee | For insurance coverage above \$2,000, add \$1.50 for each $\$ 500$ or fraction thereof, up to a <br> maximum of $\$ 5,000$ per shipment. |  |
| 200 | $\$ 0.85$ |  |  |
| 500 | 2.35 |  | $\$ 15.85$ |
| 1,000 | 3.85 |  |  |
| 1,500 | 5.35 |  |  |
| 2,000 | 6.85 | $\$ 5,000$ max. |  |


| Articles Admitted | Required Customs Form/Endorsement |
| :--- | :--- |
| Correspondence, business papers. | PS Form 2976, Customs - CN 22 and Sender's Declaration. Endorse items <br> clearly next to mailing label as BUSINESS PAPERS. |
| Merchandise samples without commercial value, microfilm, <br> microfiche, and magnetic tapes and discs. | PS Form 2976, Customs - CN 22 and Sender's Declaration. |
| Merchandise and all articles subject to customs duty. | PS Form 2976-A, Customs Declaration and Dispatch Note CP 72, inside a <br> PS Form 2976-E, Customs Declaration Envelope CP 91. |

## Size Limits (221.42)

Maximum length: 36 inches
Maximum length and girth combined: 79 inches
Note: Coins; banknotes; currency notes, including paper money; securities of any kind payable to bearer; traveler's checks; platinum, gold, and silver; precious stones; jewelry; watches; and other valuable articles are prohibited in Express Mail International shipments to Tonga.
Reciprocal Service Name: EMS
Country Code: TO
Areas Served: All

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

## IMM Revision: Product and Price Changes for International Mailing Services

Effective January 22, 2012, the Postal Service ${ }^{\text {TM }}$ will revise Mailing Standards of the United States Postal Service, International Mail Manual (IMM ${ }^{\circledR}$ ) to reflect changes to prices and standards for the international mailing services noted below.

## First-Class Mail International Service

First-Class Mail International ${ }^{\circledR}$ service is an affordable international service for postcards, letters, large envelopes, and small packages for items weighing up to 4 pounds. The overall price increase for First-Class Mail International ser-
vice is 4.9 percent. More specifically, letters increased by 6.6 percent, postcards increased by approximately 7 percent, large envelopes increased by 3.7 percent, and small packages increased by 4 percent.

## International Extras Services

The following international market-dominant extra services are increasing by approximately 2.2 percent effective January 22, 2012:

- Certificate of Mailing.
- Registered Mail ${ }^{\text {TM }}$ service.
- Return receipt service.
- Restricted delivery service.
- Customs clearance and delivery.
- International reply coupons.
- International Business Reply Service.

These IMM revisions are based on our international Mailing Services final rule published in the Federal Register (76 FR 76619-76620) on December 8, 2011. The entire notice can be viewed on Postal Explorer ${ }^{\circledR}$ at http:// pe.usps.com.

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

## Individual Country Listings

## First-Class Mail International (240)

[For each country that offers First-Class Mail International service, retain the country's Price Group designation (which appears in the "First-Class Mail International" heading), but remove the three price tables for letters, large envelopes (flats), and packages (small packets), and insert text to read as follows:]
For the prices and maximum weights for postcards, letters, large envelopes (flats), packages (small packets), and postcards, see Notice 123, Price List.
[Delete the entry for "Postcards (241.22)" in its entirety.]

## Extra Services

## Certificate of Mailing (313)

[For each country that offers certificate of mailing service, revise the fees to read as follows:]

| Individual Pieces | Fee |
| :--- | ---: |
| Individual article (PS Form 3817) | $\$ 1.15$ |
| Firm mailing books (PS Form 3877), per article listed <br> (minimum 3) | 0.44 |
| Duplicate copy of PS Form 3817 or PS Form 3877 (per <br> page) | 1.15 |


| Individual Pieces | Fee |
| :---: | :---: |
| Bulk Quantities | Fee |
| First 1,000 pieces (or fraction thereof) | \$6.70 |
| Each additional 1,000 pieces (or fraction thereof) | 0.80 |
| Duplicate copy of PS Form 3606 | 1.15 |

## International Business Reply Service (382)

[For each country that offers International Business Reply Service, revise the fees to read as follows:]
Fee: Envelopes up to 2 ounces \$1.50; Cards \$1.00

## International Reply Coupons (381)

[For each country that offers international reply coupons, revise the fee to read as follows:]
Fee: \$2.20

## Registered Mail (330)

[For each country that offers international Registered Mail service, revise the fee to read as follows:]
Fee: $\$ 11.75$

## Restricted Delivery (350)

[For each country that offers international restricted delivery service, revise the fee to read as follows:]
Fee: \$4.55

## Return Receipt (340)

[For each country that offers international return receipt service, revise the fee to read as follows:]
Fee: \$2.35

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

## Handbooks

## Handbook F-101 Revision: New Account Identifier Code 255, Treasury Check Cashing Fee

Effective November 15, 2011, Treasury checks presented at POS ONE postal retail units (PRUs) for cashing are now incurring a check-cashing fee of $\$ 4.00$. A new Account Identifier Code (AIC) 255, Treasury Check Cashing Fee, will be used for PRUs to report the fee assessed for cashing a Treasury check. Treasury checks issued from USPS ${ }^{\circledR}$ are exempt from this fee.

## Handbook F-101, Field Accounting Procedures

## 9 Cash Management

## 9-3

Checks

*     * 


## 9-3.3 Cashing Checks

[Revise text to read as follows:]
PRU employees may cash the following financial documents, provided sufficient funds are available:

- U.S. Treasury checks.*
- Postal Service salary checks.
- Postal Service commercial checks.

Note: PRUs must not hold funds overnight for the purpose of cashing checks.

Employees must cash checks listed in 9-3.3 in compliance with the following requirements as well as any additional specific instructions from the postmaster or the district:
a. The customer's name must be printed on the check.
b. The photo ID with signature must match the signature endorsement on the back of the check.
c. The photo ID information must be recorded on the face of the check by the cashing employee.
d. The check date cannot be more than 1 year old.
*At POS ONE offices, AIC 255, Treasury Check Cashing Fee, will be used to report the fee assessed for cashing a Treasury check. Treasury checks issued from USPS ${ }^{\circledR}$ are exempt from this fee.

## Appendix AAccount Identifier Code/General Ledger Account Crosswalk

[Revise the following AICs in Appendix $A$ to read as follows]

| AIC | Master Title | General Description | GLA | FPR | Revenue |
| :--- | :--- | :--- | :--- | :--- | :--- |
| $253-254$ | Reserved | Reserved. |  |  | N/A |
| 255 | Treasury Check <br> Cashing Fee | Funds collected from fees charged for cashing Treasury <br> checks at POS ONE offices. | 43350255 | 04 | WIR |
| $256-261$ | Reserved | Reserved. |  |  |  |
| $* *$ | $*$ | N/A |  |  |  |

We will incorporate this revision into the next online update of Handbook F-101 available on the Postal Service ${ }^{\text {TM }}$ PolicyNet website:

- Go to http://blue.usps.gov.
- Under "Essential Links" in the left-hand column, click PolicyNet.
- On the PolicyNet page, click Handbooks.
(The direct URL for the Postal Service PolicyNet website is http://blue.usps.gov/cpim.)


## Handbook AS-353 Revision: Expanding Retail Access Locations

Effective December 15, 2011, Handbook AS-353, Guide to Privacy and the Freedom of Information Act, is revised to include modifications that were published in the Federal Register on October 5, 2011 (76 FR 61761-61762) relating to expanding retail access locations.

The Postal Service ${ }^{\text {TM }}$ is seeking to optimize its retail network by reducing its traditional footprint of retail offices and expanding access locations to grocery or drug stores, office supply stores, retail chains, and self-service kiosks. By working with third-party retailers, the Postal Service is creating easier, more convenient access to its products and services when and where its customers want them. The Postal Service is making these changes to reflect those demands. Also, system owners are being updated due to changes in international claims processing.

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

Appendix Privacy Act Systems of Records

## Section C. Index of Systems of Records

Part I. General Systems

USPS 880.000
System Name:
Post Office and Retail Services

## System Location:

[Revise text to read as follows:]
USPS Headquarters, Consumer Advocate; Integrated Business Solutions Services Centers; Material Distribution Center; Accounting Service Centers; and USPS facilities, including Post Offices (New Jersey, as an exception, does not store passport information in Post Offices) and contractor locations.

## Categories of Individuals Covered by the System:

[Add new 5 to read as follows:]
5. Customers requesting delivery of mail to alternate locations.

## Categories of Records in the System:

[Revise 1 to read as follows:]

1. Customer information: Name, customer ID(s), customer Personal Identification Numbers (PINs), company name, phone number, mail and e-mail address, record of payment, passport applications and a de-
scription of passport services rendered, and Post Office box and caller service numbers.

## Purpose(s):

[Revise 2 to read as follows:]
2. To ensure accurate and secure mail delivery.

Retention and Disposal:
[Revise numbers 3 and 6 to read as follows:]
3. Domestic and international Extra Services records are retained 2 years. Records relating to Post Office boxes, caller services, and alternate delivery are retained up to 3 years after the customer relationship ends.
6. Records related to inquiries and claims are retained 3 years from final action on the claim.

## System Manager(s) and Address:

[Revise text to read as follows:]
President and Chief Marketing/Sales Officer, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

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

We will incorporate these revisions into the next online version of Handbook AS-353 available on the Postal Service ${ }^{\text {TM }}$ PolicyNet website:

- Go to http://blue.usps.gov.
- Under "Essential Links" in the left-hand column, click PolicyNet.
- Then click HBKs.
(The direct URL for the Postal Service PolicyNet website is http://blue.usps.gov/cpim.)

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

## Handbook AS-353 Revision: Executive Titles

Effective December 15, 2011, Handbook AS-353, Guide to Privacy and the Freedom of Information Act, is revised to include modifications that were published in the Federal Register on October 24, 2011 (76 FR 65756-65758) relating to executive titles.

In 2011, The Postal Service ${ }^{\text {TM }}$ under went a significant management and organizational redesign. Many executive titles were updated to reflect the new responsibilities of the leadership teams. These modifications to the titles and addresses resulted from this organizational redesign.

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

## Appendix Privacy Act Systems of Records

Section C. Index of Systems of Records
Part I General Systems

USPS 200.000
System Name:
Labor Relations Records

System Manager(s) and Address:
[Revise second paragraph to read as follows:]
For records of non-REDRESS ADR staff providers: General Counsel and Executive Vice President, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

USPS 500.200

## System Name:

Controlled Correspondence, FOIA, and Privacy Act Disclosure Records.

System Manager(s) and Address:
[Revise second and third paragraphs to read as follows:]
For other correspondence in this system: Vice President, Government Relations and Public Policy, United States

Postal Service, 475 L’Enfant Plaza SW, Washington, DC 20260.

For FOIA and Privacy Act requests: General Counsel and Executive Vice President, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

## USPS 600.000

System Name:
Legal Records Related to Mail.

## System Manager(s) and Address:

[Revise text to read as follows:]
General Counsel and Executive Vice President, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

## USPS 600.100

System Name:
General Legal Records.

## System Manager(s) and Address:

[Revise text to read as follows:]
General Counsel and Executive Vice President, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

## USPS 600.200

## System Name:

Privacy Act and FOIA Appeal and Litigation Records.

## System Manager(s) and Address:

[Revise text to read as follows:]
General Counsel and Executive Vice President, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.
$\qquad$ * * * * *

## USPS 600.300

## System Name:

Public and Confidential Financial Disclosure Reports.

System Manager(s) and Address:
[Revise text to read as follows:]
General Counsel and Executive Vice President, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

## USPS 600.400

## System Name:

Administrative Litigation Records.

System Manager(s) and Address:
[Revise second paragraph to read as follows:]
General Counsel and Executive Vice President, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

## USPS 810.100

## System Name:

www.usps.com Registration.

## System Manager(s) and Address:

[Revise text to read as follows:]
President and Chief Marketing/Sales Officer, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

## USPS 810.300

## System Name:

Offline Registration, Payment, and Fulfillment.

## System Manager(s) and Address:

[Revise text to read as follows:]
President and Chief Marketing/Sales Officer, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

USPS 820.100

## System Name:

Mailer Services - Applications and Approvals.

## System Manager(s) and Address:

[Revise text to read as follows:]
President and Chief Marketing/Sales Officer, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

## USPS 820.200

## System Name:

Mail Management and Tracking Activity.

## System Manager(s) and Address:

[Revise text to read as follows:]
President and Chief Marketing/Sales Officer, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

USPS 870.100

## System Name:

Trust Funds and Transaction Records.

## System Manager(s) and Address:

[Revise text to read as follows:]
President and Chief Marketing/Sales Officer, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

## USPS 870.200

System Name:
Postage Meter and PC Postage Customer Data and Transaction Records.

System Manager(s) and Address:
[Revise text to read as follows:]
Vice President, Mail Entry and Payment Technology, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

## USPS 880.000

## System Name:

Post Office and Retail Services.

## System Manager(s) and Address:

[Revise text to read as follows:]
President and Chief Marketing/Sales Officer, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

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

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

## USPS 890.000

## System Name:

Sales, Marketing, Events, and Publications.

## System Manager(s) and Address:

[Revise text to read as follows:]
President and Chief Marketing/Sales Officer, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

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

## Notification Procedure:

[Revise second paragraph to read as follows:]
Customers wanting to know if other information about them is maintained in this system of records must address inquiries in writing to the President and Chief Marketing/ Sales Officer, and include their name and address.

USPS 900.000

## System Name:

International Services.

## System Manager(s) and Address:

[Revise text to read as follows:]
Vice President, Global Business, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

## USPS 910.000

System Name:
Identity and Document Verification Services.

## System Manager(s) and Address:

[Revise text to read as follows:]
President and Chief Marketing/Sales Officer, United States Postal Service,
475 L'Enfant Plaza SW, Washington, DC 20260.

## Notification Procedure

[Delete the first two paragraphs.]

We will incorporate these revisions into the next online version of Handbook AS-353 available on the Postal Service ${ }^{\text {TM }}$ PolicyNet website:

- Go to http://blue.usps.gov.
- Under "Essential Links" in the left-hand column, click PolicyNet.
- Then click HBKs.
(The direct URL for the Postal Service PolicyNet website is http://blue.usps.gov/cpim.)

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

## Publications

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

Effective December 15, 2011, Publication 431, Post Office Box Service and Caller Service Fee Groups, is revised to include the following changes.

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

[Add the following entries:]

| ZIIP Code | Fee Group |  |  |
| :--- | :--- | :--- | :--- |
| 52348 | 5 |  |  |
| 80271 | 5 |  |  |
| 80281 | 5 |  |  |
| 80291 | 5 |  |  |
|  | $*$ | $*$ | $*$ |

[Revise the following entries:]

| ZIP Code | Fee Group |
| :---: | :---: |
| 46402 | 6 |
| 51104 | 5 |
| 51106 | 5 |

[Delete the following entries:]

| ZIP Code |
| :--- |
| 11774 |
| 54734 |
| 56173 |


| ZIP Code |
| :--- |
| 56224 |
| 62011 |

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, 12-15-11

## Organization Information

## Address Management

## Post Office Changes

| Old/ New | Finance No. | ZIP Code | State | P.O. Name | County/ Parish | Station/Branch/ Unit | Unit Type | Effective Date Date | Comments |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Old New | $\begin{aligned} & 01-1430 \\ & 01-1120 \end{aligned}$ | $\begin{aligned} & 35041 \\ & 35036 \end{aligned}$ | $\begin{aligned} & \mathrm{AL} \\ & \mathrm{AL} \end{aligned}$ | Cardiff Brookside | Jefferson Jefferson | Main Office Cardiff | Post Office Place Name | $\begin{aligned} & \hline 09 / 20 / 2011 \\ & 09 / 24 / 2011 \end{aligned}$ | Post Office ${ }^{\text {TM }}$ and ZIP Code ${ }^{\text {TM }}$ discontinued. Establish a place name. Cardiff AL becomes an acceptable last line for use with ZIP Code 35036. |
| Old <br> New | $\begin{array}{\|l\|} \hline 05-1944 \\ 05-1944 \end{array}$ | $\begin{aligned} & 90230 \\ & 90230 \end{aligned}$ | $\begin{aligned} & \mathrm{CA} \\ & \mathrm{CA} \end{aligned}$ | Culver City <br> Culver City | Los Angeles <br> Los Angeles | Fox Hills <br> Main Office | Classified Station Post Office | $\begin{aligned} & 09 / 07 / 2011 \\ & 09 / 10 / 2011 \end{aligned}$ | Classified station discontinued. Retain ZIP Code. Continue to use Culver City CA 90230 as last line of address. |
| Old New | $\begin{aligned} & 05-2460 \\ & 05-4716 \end{aligned}$ | $\begin{aligned} & 90245 \\ & 90245 \end{aligned}$ | $\begin{aligned} & \mathrm{CA} \\ & \mathrm{CA} \end{aligned}$ | El Segundo <br> Manhattan <br> Beach | Los Angeles Los Angeles | Main Office El Segundo | Post Office Place Name | $\begin{aligned} & \hline 09 / 21 / 2011 \\ & 09 / 24 / 2011 \end{aligned}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use El Segundo CA 90245 as last line of address. |
| Old <br> New | $\begin{aligned} & 05-5508 \\ & 05-5508 \end{aligned}$ | $\begin{aligned} & 94612 \\ & 94612 \end{aligned}$ | $\begin{aligned} & \mathrm{CA} \\ & \mathrm{CA} \end{aligned}$ | Oakland <br> Oakland | Alameda <br> Alameda | Station B <br> Main Office | Classified Station Post Office | $\begin{aligned} & \hline 08 / 31 / 2011 \\ & 09 / 03 / 2011 \end{aligned}$ | Classified station discontinued. Retain ZIP Code. Continue to use Oakland CA 94612 as last line of address. |
| Old <br> New | $\begin{array}{\|l\|} \hline 18-4680 \\ 18-4680 \\ \hline \end{array}$ | $\begin{aligned} & 50137 \\ & 50137 \end{aligned}$ | $\begin{array}{\|l\|l\|} \hline \mathrm{IA} \\ \mathrm{IA} \\ \hline \end{array}$ | Killduff Killduff | Jasper Jasper | Main Office Main Office | Post Office Post Office | 11/12/2011 | This announcement expands the use of ZIP Code 50137 to include delivery. |
| Old <br> New | $\begin{array}{\|l\|} \hline 18-4248 \\ 18-4248 \end{array}$ | $\begin{aligned} & 51015 \\ & 51015 \end{aligned}$ | $\begin{aligned} & \mathrm{IA} \\ & \mathrm{IA} \end{aligned}$ | Hornick <br> Hornick | Woodbury <br> Woodbury | Climbing Hill <br> Climbing Hill | Community Post Office Community Post Office | 11/12/2011 | This announcement expands the use of ZIP Code 51015 to include delivery. |
| Old New | $\begin{array}{\|l\|} \hline 18-3249 \\ 18-3249 \end{array}$ | $\begin{aligned} & 51340 \\ & 51340 \end{aligned}$ | $\begin{aligned} & \mathrm{IA} \\ & \mathrm{IA} \\ & \hline \end{aligned}$ | Fostoria Fostoria | $\begin{aligned} & \text { Clay } \\ & \text { Clay } \end{aligned}$ | Main Office Main Office | Post Office Post Office | 11/12/2011 | This announcement expands the use of ZIP Code 51340 to include delivery. |
| Old New | $\begin{array}{l\|} \hline 18-4041 \\ 18-4041 \end{array}$ | $\begin{aligned} & 52562 \\ & 52562 \end{aligned}$ | $\begin{aligned} & \hline \mathrm{IA} \\ & \mathrm{IA} \\ & \hline \end{aligned}$ | Hayesville Hayesville | Keokuk Keokuk | Main Office Main Office | Post Office Post Office | 11/12/2011 | This announcement expands the use of ZIP Code 52562 to include delivery. |
| Old <br> New | $\begin{array}{\|l\|} \hline 16-6360 \\ 16-0174 \\ \hline \end{array}$ | $\begin{aligned} & 62975 \\ & 62975 \end{aligned}$ | $\begin{aligned} & \text { IL } \\ & \text { IL } \end{aligned}$ | Pomona Alto Pass | Jackson Jackson | Main Office Pomona | Post Office Place Name | $\begin{aligned} & \hline 08 / 19 / 2011 \\ & 08 / 20 / 2011 \end{aligned}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Pomona IL 62975 as last line of address. |
| Old New | $\begin{array}{\|l\|} \hline 16-5160 \\ 16-0648 \\ \hline \end{array}$ | $\begin{aligned} & 61855 \\ & 61855 \end{aligned}$ | $\begin{aligned} & \hline \text { IL } \\ & \text { IL } \end{aligned}$ | Milmine Bement | Piatt Piatt | Main Office Milmine | Post Office Place Name | $\begin{aligned} & \hline 11 / 03 / 2011 \\ & 11 / 19 / 2011 \end{aligned}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Milmine IL 61855 as last line of address. |


| Old/ New | 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 | $\begin{aligned} & \hline 16-6888 \\ & 16-8604 \end{aligned}$ | $\begin{aligned} & 62084 \\ & 62084 \end{aligned}$ | $\begin{aligned} & \hline \text { IL } \\ & \text { IL } \end{aligned}$ | Roxana Wood River | Madison Madison | Main Office Roxana | Post Office Place Name | $\begin{aligned} & \hline 11 / 03 / 2011 \\ & 11 / 19 / 2011 \end{aligned}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Roxana IL 62084 as last line of address. |
| Old <br> New | $\begin{array}{\|l\|} \hline 16-6012 \\ 16-0348 \\ \hline \end{array}$ | $\begin{aligned} & 62555 \\ & 62555 \end{aligned}$ | $\begin{array}{\|l\|} \hline \text { IL } \\ \text { IL } \end{array}$ | Owaneco Assumption | Christian Christian | Main Office Owaneco | Post Office Place Name | $\begin{aligned} & \hline 11 / 03 / 2011 \\ & 11 / 19 / 2011 \end{aligned}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Owaneco IL 62555 as last line of address. |
| Old New | $\begin{array}{\|l\|} \hline 16-6930 \\ 16-1620 \\ \hline \end{array}$ | $\begin{aligned} & 62879 \\ & 62879 \end{aligned}$ | $\begin{array}{\|l\|} \hline \text { IL } \\ \text { IL } \end{array}$ | Sailor Springs Clay City | $\begin{aligned} & \text { Clay } \\ & \text { Clay } \end{aligned}$ | Main Office Sailor Springs | Post Office Place Name | $\begin{aligned} & \hline 11 / 03 / 2011 \\ & 11 / 19 / 2011 \end{aligned}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Sailor Springs IL 62879 as last line of address. |
| Old <br> New | $\begin{aligned} & 20-3524 \\ & 20-1064 \\ & \hline \end{aligned}$ | $\begin{aligned} & 41747 \\ & 41722 \end{aligned}$ | $\begin{aligned} & \text { KY } \\ & \text { KY } \end{aligned}$ | Hardburly Bulan | Perry <br> Perry | Main Office Hardburly | Post Office Place Name | $\begin{aligned} & \hline 06 / 11 / 2010 \\ & 10 / 01 / 2011 \end{aligned}$ | Post Office and ZIP Code discontinued. Establish a place name. Hardburly KY becomes an acceptable last line for use with ZIP Code 41722. |
| Old New | $\begin{aligned} & 25-9300 \\ & 25-7030 \end{aligned}$ | $\begin{aligned} & 49792 \\ & 49792 \end{aligned}$ | $\begin{aligned} & \hline \mathrm{Ml} \\ & \mathrm{MI} \end{aligned}$ | Tower Onaway | Cheboygen Cheboygen | Main Office Tower | Post Office Place Name | $\begin{aligned} & \hline 09 / 27 / 2011 \\ & 10 / 01 / 2011 \end{aligned}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Tower MI 49792 as last line of address. |
| Old New | $\begin{aligned} & 25-5560 \\ & 25-8200 \end{aligned}$ | $\begin{aligned} & 48635 \\ & 48635 \end{aligned}$ | $\begin{aligned} & \hline \mathrm{Ml} \\ & \mathrm{MI} \end{aligned}$ | Lupton Rose City | Ogemaw Ogemaw | Main Office Lupton | Post Office Place Name | $\begin{aligned} & \hline 10 / 15 / 2011 \\ & 11 / 05 / 2011 \end{aligned}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Lupton MI 48635 as last line of address. |
| Old New | $\begin{aligned} & 25-0690 \\ & 25-0690 \end{aligned}$ | $\begin{aligned} & 48707 \\ & 48706 \end{aligned}$ | $\begin{aligned} & \hline \mathrm{Ml} \\ & \mathrm{MI} \end{aligned}$ | Bay City Bay City | $\begin{aligned} & \text { Bay } \\ & \text { Bay } \end{aligned}$ | Main Office Main Office | Post Office Post Office | 11/05/2011 | Realign ZIP Code boundaries. Use Bay City MI 48706 as last line of address for the 44 deliveries previously in ZIP Code 48707. |
| Old <br> New | $\begin{array}{\|l\|} \hline 25-8270 \\ 25-8270 \end{array}$ | $\begin{aligned} & 48602 \\ & 48602 \end{aligned}$ | $\begin{aligned} & \mathrm{MI} \\ & \mathrm{MI} \end{aligned}$ | Saginaw <br> Saginaw | Saginaw <br> Saginaw | Wheeler <br> Main Office | Classified Station Post Office | $\begin{aligned} & \hline 08 / 06 / 2011 \\ & 08 / 13 / 2011 \end{aligned}$ | Classified station discontinued. Retain ZIP Code. Continue to use Saginaw MI 48602 as last line of address. |
| Old New | $\begin{aligned} & 25-3050 \\ & 25-0690 \end{aligned}$ | $\begin{aligned} & 48732 \\ & 48732 \end{aligned}$ | $\begin{aligned} & \mathrm{Ml} \\ & \mathrm{MI} \end{aligned}$ | Essexville Bay City | $\begin{array}{\|l\|} \hline \text { Bay } \\ \text { Bay } \end{array}$ | Main Office Essexville | Post Office Classified Branch | $\begin{aligned} & \hline 10 / 15 / 2011 \\ & 10 / 29 / 2011 \end{aligned}$ | Post Office discontinued. Retain ZIP Code. Establish a classified branch. Continue to use Essexville MI 48732 as last line of address. |
| Old New | $\begin{aligned} & \hline 26-2560 \\ & 26-9695 \end{aligned}$ | $\begin{aligned} & 56125 \\ & 56125 \end{aligned}$ | $\begin{aligned} & \mathrm{MN} \\ & \mathrm{MN} \end{aligned}$ | Dovray Westbrook | Murray Murray | Main Office Dovray | Post Office Place Name | $\begin{aligned} & \hline 10 / 29 / 2011 \\ & 11 / 05 / 2011 \end{aligned}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Dovray MN 56125 as last line of address. |


| Old/ New | Finance No. | $\begin{aligned} & \text { ZIP } \\ & \text { Code } \end{aligned}$ | State | P.O. Name | County/ Parish | Station/Branch/ Unit | Unit Type | Effective Date | Comments |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Old New | $\begin{array}{\|l\|} \hline 28-5502 \\ 28-1662 \end{array}$ | $\begin{aligned} & 65345 \\ & 65345 \end{aligned}$ | $\begin{aligned} & \mathrm{MO} \\ & \mathrm{MO} \end{aligned}$ | Mora Cole Camp | Pettis <br> Pettis | Main Office Mora | Post Office Place Name | $\begin{array}{\|l\|} \hline 08 / 19 / 2011 \\ 08 / 19 / 2011 \end{array}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Mora MO 65345 as last line of address. |
| Old <br> New | $\begin{array}{\|l\|} \hline 28-5994 \\ 28-7374 \end{array}$ | $\begin{aligned} & 63370 \\ & 63370 \end{aligned}$ | $\begin{aligned} & \mathrm{MO} \\ & \mathrm{MO} \end{aligned}$ | Olney Silex | Lincoln Lincoln | Main Office Olney | Post Office Place Name | $\begin{aligned} & 11 / 04 / 2011 \\ & 11 / 19 / 2011 \end{aligned}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Olney MO 63370 as last line of address. |
| Old New | $\begin{array}{\|l\|} \hline 28-5676 \\ 28-0696 \end{array}$ | $\begin{aligned} & 65347 \\ & 65347 \end{aligned}$ | $\begin{aligned} & \mathrm{MO} \\ & \mathrm{MO} \end{aligned}$ | Nelson Blackwater | Saline <br> Saline | Main Office Nelson | Post Office Place Name | $\begin{aligned} & 11 / 04 / 2011 \\ & 11 / 19 / 2011 \end{aligned}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Nelson MO 65347 as last line of address. |
| Old <br> New | $\begin{array}{\|l\|} \hline 36-1392 \\ 36-1392 \end{array}$ |  | $\begin{aligned} & \mathrm{NC} \\ & \mathrm{NC} \end{aligned}$ | Charlotte <br> Charlotte | Mecklenburg <br> Mecklenburg | Eastway <br> Main Office | Classified Station Post Office | $\begin{aligned} & 07 / 02 / 2011 \\ & 07 / 02 / 2011 \end{aligned}$ | Classified station discontinued. Retain ZIP Code. Continue to use Charlotte NC 28218 as last line of address. |
| Old New | $\begin{aligned} & 37-4672 \\ & 37-3232 \end{aligned}$ | $\begin{aligned} & 58244 \\ & 58233 \end{aligned}$ | $\begin{array}{\|l\|} \hline N D \\ N D \end{array}$ | Inkster Forest River | Grand Forks Grand Forks | Main Office Main Office | Post Office Post Office | 11/12/2011 | Realign ZIP Code boundaries. Use Forest River ND 58233 as last line of address for the 30 deliveries previously in ZIP Code 58244. |
| Old <br> New | $\begin{array}{\|l\|} \hline 38-1155 \\ 38-7441 \end{array}$ | $\begin{aligned} & 45110 \\ & 45171 \end{aligned}$ | $\begin{aligned} & \mathrm{OH} \\ & \mathrm{OH} \end{aligned}$ | Buford Sardinia | Highland Highland | Main Office Main Office | Post Office Post Office | $\begin{array}{\|l\|} \hline 03 / 31 / 2010 \\ 10 / 01 / 2011 \end{array}$ | Post Office and ZIP Code discontinued. Use Sardinia OH 45171 as last line of address. |
| Old New | $\begin{aligned} & 39-7700 \\ & 39-7282 \end{aligned}$ | $\begin{aligned} & 74760 \\ & 74760 \end{aligned}$ | $\begin{aligned} & \mathrm{OK} \\ & \mathrm{OK} \end{aligned}$ | Spencerville Sawyer | Choctaw Choctaw | Main Office Spencerville | Post Office Place Name | $\begin{aligned} & 08 / 02 / 2010 \\ & 10 / 08 / 2011 \end{aligned}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Spencerville OK 74760 as last line of address. This amends Postal Bulletin 22325. |
| Old <br> New | $\begin{aligned} & 41-6168 \\ & 41-3516 \end{aligned}$ | $\begin{aligned} & 18636 \\ & 18636 \end{aligned}$ | $\begin{aligned} & \mathrm{PA} \\ & \mathrm{PA} \end{aligned}$ | Noxen Harveys Lake | Wyoming Wyoming | Main Office Noxen | Post Office Place Name | $\begin{array}{\|l\|} \hline 07 / 02 / 2011 \\ 07 / 02 / 2011 \end{array}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Noxen PA 18636 as last line of address. |
| Old <br> New | $\begin{aligned} & 41-5888 \\ & 41-5888 \end{aligned}$ |  | $\begin{array}{\|l} \hline \mathrm{PA} \\ \mathrm{PA} \end{array}$ | New Castle <br> New Castle | Lawrence <br> Lawrence | Mahoningtown <br> Main Office | Classified Station Post Office | $\begin{aligned} & \hline 07 / 25 / 2011 \\ & 07 / 30 / 2011 \end{aligned}$ | Classified station discontinued. Retain ZIP Code. Continue to use New Castle PA 16102 as last line of address. |
| Old New | $\begin{aligned} & 41-6244 \\ & 41-6244 \end{aligned}$ | $\begin{aligned} & 16301 \\ & 16301 \end{aligned}$ | $\begin{aligned} & \mathrm{PA} \\ & \mathrm{PA} \end{aligned}$ | Oil City Oil City | Venango <br> Venango | Oil Creek <br> Main Office | Classified Station Post Office | $\begin{aligned} & 07 / 22 / 2011 \\ & 09 / 24 / 2011 \end{aligned}$ | Classified station discontinued. Retain ZIP Code. Continue to use Oil City PA 16301 as last line of address. |


| Old/ New | 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 | $\begin{aligned} & \hline 41-6948 \\ & 41-6948 \end{aligned}$ | $\begin{aligned} & 18073 \\ & 18073 \end{aligned}$ | $\begin{aligned} & \mathrm{PA} \\ & \mathrm{PA} \end{aligned}$ | Red Hill <br> Red Hill | Montgomery <br> Montgomery | Pennsburg <br> Pennsburg | Classified Branch Place Name | $\begin{array}{\|l\|} \hline 09 / 10 / 2011 \\ 09 / 10 / 2011 \end{array}$ | Classified branch discontinued. Retain ZIP Code. Establish a place name. Continue to use Pennsburg PA 18073 as last line of address. |
| Old <br> New | $\begin{aligned} & 41-9276 \\ & 41-9276 \end{aligned}$ | $\begin{aligned} & 17701 \\ & 17701 \end{aligned}$ | $\begin{aligned} & \mathrm{PA} \\ & \mathrm{PA} \end{aligned}$ | Williamsport <br> Williamsport | Lycoming <br> Lycoming | Station C <br> Main Office | Classified Station Post Office | 09/10/2011 <br> 09/10/2011 | Classified station discontinued. Retain ZIP Code. Continue to use Williamsport PA 17701 as last line of address. |
| Old <br> New | $\begin{aligned} & 41-6928 \\ & 41-6928 \end{aligned}$ | $\begin{aligned} & 19606 \\ & 19606 \end{aligned}$ | $\begin{aligned} & \mathrm{PA} \\ & \mathrm{PA} \end{aligned}$ | Reading <br> Reading | Berks <br> Berks | Mount Penn <br> Main Office | Classified Branch Post Office | $\begin{aligned} & \text { 09/10/2011 } \\ & 09 / 10 / 2011 \end{aligned}$ | Classified branch discontinued. Retain ZIP Code. Continue to use Reading PA 19606 as last line of address. |
| Old New | $\begin{aligned} & 51-5010 \\ & 51-8862 \end{aligned}$ | $\begin{aligned} & 22504 \\ & 22504 \\ & \hline \end{aligned}$ | $\begin{aligned} & \hline \text { VA } \\ & \text { VA } \end{aligned}$ | Laneview Tappahannock | essex Essex | Main Office Laneview | Post Office Place Name | $\begin{array}{\|l\|} \hline 11 / 10 / 2011 \\ 11 / 19 / 2011 \end{array}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Laneview VA 22504 as last line of address. |
| Old New | $\begin{aligned} & 55-5952 \\ & 55-1704 \\ & \hline \end{aligned}$ | $\begin{aligned} & 26285 \\ & 26285 \end{aligned}$ | $\begin{aligned} & \text { WV } \\ & \text { WV } \end{aligned}$ | Norton Coalton | Randolph Randolph | Main Office Norton | Post Office Place Name | $\begin{array}{\|l\|} \hline 11 / 12 / 2011 \\ 11 / 12 / 2011 \end{array}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Norton WV 26285 as last line of address. This amends Postal Bulletin 22325. |
| Old New | $\begin{aligned} & 57-6194 \\ & 57-1672 \end{aligned}$ | $\begin{aligned} & 82081 \\ & 82081 \end{aligned}$ | $\begin{aligned} & \text { WY } \\ & \text { WY } \end{aligned}$ | Meriden Cheyenne | Laramie Laramie | Main Office Meriden | Post Office Place Name | $\begin{aligned} & \hline 10 / 15 / 2011 \\ & 10 / 15 / 2011 \end{aligned}$ | Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Meriden WY 82081 as last line of address. |

- Address Management, Product Information, 12-15-11


## Finance

## Forever Stamps Price Change Instructions for Stamps by Mail Orders

The Postal Service's ${ }^{\top M}$ new First-Class Mail ${ }^{\circledR}$ singlepiece 1-ounce price is 45 cents, effective at 12:01 A.M., Sunday, January 22, 2012. All Post Offices ${ }^{\text {TM }}$, postal retail units and Stamps by Mail ${ }^{\circledR}$ fulfillment centers must increase the value of each Forever ${ }^{\circledR}$ Stamp on hand in their inventories prior to opening for business on January 22, 2012. All Forever Stamps on hand must be revaluated to the new First-Class Mail single-piece 1-ounce price of 45 cents each.

The new First-Class Mail single-piece 1-ounce price may affect Stamps by Mail Forever Stamp orders that are in transit. If a Stamps by Mail Forever Stamp order is mailed (postmarked) or the order form and check are dated before January 22, 2012, with the old First-Class Mail single-piece 1-ounce price, accept the order with the old price and process the transaction as follows:

|  | Type of Stamp | New Price |
| :--- | :--- | :--- | Offset the Difference | Forever Stamp | Enter the new price |
| :--- | :--- |
| for the Forever | Enter the difference into |
| booklet | Stamp sale into AIC Refund of |
|  | Postage and Fees |
|  | 011, Forever Stamp |
| Sales - by Internet- |  |
|  | Mail-Phone. |

Note: Do not process Stamps by Mail Forever Stamp orders that are mailed after January 22, 2012, with the old price; return the order and payment to the sender advising of the new First-Class Mail single-piece 1-ounce price.

- Revenue and Field Accounting,

Controller, 12-15-11

## Instructions for Payments Mailed Before January 22 Price Change

The Postal Service's ${ }^{\text {TM }}$ new prices and fees become effective at 12:01 A.M., Sunday, January 22, 2012. All Post Offices ${ }^{\text {M }}$, postal retail units, and contract postal units (CPUs) must ensure that all daily financial reports are transmitted at the close of business Saturday, January 21. CPUs must coordinate the logistics to ensure that all daily financial reports are submitted to the host Post Office at the close of business Saturday, January 21.

## IRT Offices

Post Offices and postal retail units with integrated retail terminals (IRTs) will receive price change disks in the same manner as all other IRT software updates. Each office must install the IRT update after the close of business Saturday, January 21, or before opening for business Sunday, January 22 or Monday, January 23. Offices that have not received disks with the new prices and fees by Wednesday, January 18 must contact their district IRT coordinator for guidance.

## POS ONE Offices

Post Offices and postal retail units with POS ONE systems will receive the new software for the price change via a download over the network before they open for business Sunday, January 22 or Monday January 23.

## Payments Mailed Before Price Change

The new prices and fees will affect all annual mailing fees, accounting fees, and Post Office Box/Caller Service fees. As of Sunday, January 22 all daily financial reports must contain the new fees. If a payment for an annual mailing fee, accounting fee, or Post Office Box/Caller Service fee is mailed (postmarked) before Sunday, January 22 with the old fees, accept the lower fee amount and process the transaction as follows:

| Type of Service | New (Higher) Fees | Offset the <br> Difference |
| :--- | :--- | :--- |
| Annual mailing fee | Enter the new fee into <br> the corresponding AIC | Enter the difference <br> into AIC 528, <br> Refund Permit <br> Postage and Fees |
| Accounting fee | Enter the new fee into <br> the corresponding AIC | Enter the difference <br> into AIC 528, <br> Refund Permit <br> Postage and Fees |
| PO Box/Caller <br> Service fee | Enter the new fee into <br> the corresponding AIC | Enter the difference <br> into AIC 535, <br> Refund of Fees - <br> Retail Services |

Note: Do not process payments that are mailed after Sunday, January 22 with the old fees; return the payment to the sender.

## Form W-4 Completion for Employees Claiming Exempt Status for 2012

Internal Revenue Service (IRS) regulations permit employees who anticipate no federal tax liability for 2012 to continue to claim total exemption from federal tax withholding provided they owed no federal taxes for 2011. These regulations also require a new Form W-4, Employee's Withholding Allowance Certificate, be submitted every calendar year by employees claiming an exempt status. However, because of PostalEASE, it is no longer necessary for these employees to file a hard copy Form W-4.

Employees may meet IRS filing requirements concerning exempt Forms $\mathrm{W}-4$ by either logging onto PostalEASE via the USPS ${ }^{\circledR}$ Intranet at $h t t p: / / b l u e . u s p s . g o v ~ o r ~ b y ~ c a l l i n g ~$ PostalEASE toll-free at 877-477-3273, option 1. Follow the Form W-4 instructions provided by PostalEASE, and your form will be updated for calendar year 2012. If you need to contact the HR Shared Services Center (HRSSC) in Greensboro concerning this matter, call 877-477-3273, option 5.

Any employee currently in an exempt status who does not submit a new Form W-4 claiming a continuation of the exempt status will be converted to a taxable status, effective Pay Period (PP) 05-12. For an exempt status to remain effective into the next year, the IRS requires completion,
submission, and acceptance of a new form no later than February 15. Since February 15 falls within PP 05-12, updated Form W-4 information must be entered into PostalEASE no later than Wednesday, February 15, 2012. Entry of the information by that date will ensure continuation of the exempt status for 2012.

Any employee who claimed exempt status for 2011 and doesn't submit a new Form W-4 will have federal taxes withheld at the rate normally applicable to an employee claiming "Single" with " 0 " allowances. Employees with an exempt status (as of PP 26-11) will receive printed messages on their earnings statement during PP 03-12 and PP 04-12 reminding them a new Form W-4 is required.

## Reminders

- All administrative and managerial employees are prohibited from providing any tax advice to employees concerning the completion of Form W-4.
- Sending information concerning exempt Form W-4 to Eagan Accounting Services is no longer required.
- Payroll,

Controller, 12-15-11

## Forever Stamp Stock Revaluation Instructions

Effective January 22, 2012, the Postal Service's ${ }^{\text {TM }}$ new First-Class Mail ${ }^{\circledR}$ single-piece 1 -ounce price is 45 -cents. All Post Offices ${ }^{\text {TM }}$, postal retail units, Automated Postal Centers ${ }^{\circledR}$ (APCs ${ }^{\circledR}$ ), and contract postal units (CPUs) must increase the value of each Forever ${ }^{\circledR}$ Stamp booklet on hand in their inventories prior to opening for business on January 22, 2012. All Forever Stamp booklets on hand are revaluated to the new First-Class Mail single-piece 1 -ounce price of 45 -cents each stamp.

## New Selling Price for Forever Stamp Booklets

Forever Stamp booklets are recorded in inventory at the old price; therefore, they must be revalued. To increase the value, stock custodians and retail associates (RAs) must count the number of Forever Stamp booklets in their inventories and multiply by the corresponding increase amount to compute the value of the increase in accountability.

| Description | Old Price | Increase | New Price |
| :--- | :---: | :---: | :---: |
| All Forever Stamp <br> Booklets or Sheetlets -20 | $\$ 8.80$ | $\$ 0.20$ | $\$ 9.00$ |
| All Forever Stamp <br> Booklets or Sheetlets -18 | $\$ 7.92$ | $\$ 0.18$ | $\$ 8.10$ |
| All Forever Stamp <br> Booklets or Sheetlets -12 | $\$ 5.28$ | $\$ 0.12$ | $\$ 5.40$ |

The following are instructions for each financial reporting technology:

## eMOVES Offices

## Retail Associates With Stamp Credits

- Ship all Forever Stamps (AIC 848, Stamp Stock Returned) to the unit reserve custodian for revaluation.
- Use PS Form 17, Stamp Requisition/Stamp Return to ship stock.
- Record stock at the full value (old price) on PS Form 17.


## Unit Reserve Stock Custodians

- Receive the stamps (AIC 841, Stamp Stock Received) from the RA at the value shown (old price) on the PS Form 17.
- Record stock received on PS Form 3295, Daily Record of Stamps, Stamped Paper and Nonpostal Stamps on Hand.
- Multiply the number of Forever Stamps on hand to be revalued by the difference between original price (old price) and new revalued price (new price).
- Record the computations for each Forever Stamp booklet revalued on a PS Form 17.
- Enter the total for all calculations from PS Form 17 on PS Form 3958, Unit Reserve Stamp Stock Transaction Record, as follows:
Line 3 for increase (AIC 844, Stock Increase - Revaluation).
- Enter the calculated amount in AIC 844 on the unit's PS Form 1412, Daily Financial Report.


## Closeout Employee

- Verify entries in AIC 844 on the unit PS Form 1412.
- File PS Form 17 and PS Form 3958 as supporting documentation.


## POS ONE Offices

The software download will automatically revaluate all Forever Stamp booklets on hand for the unit reserve stamp stock and each retail floor stock, Stamps by Mail, philatelic, and mobile unit segments.
Note: All Forever Stamp stock on hand must be properly identified with the required item numbers and the quantities prior to the automatic revaluation.

## IRT Offices

## Individual Stamp Credits

- Each RA with assigned Forever Stamps with the old price must use PS Form 17 to enter the amount of different booklet types of Forever Stamps (booklets of 12,18 , and 20 ) on hand.
- The RA must multiply the number of Forever Stamp booklets on hand by the difference between original price (old price) and new revalued price (new price).

Booklets of 20 Forever Stamps, use PS Form 17 as follows:

|  |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- |
| Item No. | Quantity | Redemption Rate (Destruction) | Dollar Value | Denomination and Description |
| Booklet -20 | 40 | $40 \times \$ 8.80$ | $\$ 352.00$ | Old Price |
| Booklet -20 | 40 | $40 \times \$ 9.00$ | $\$ 360.00$ | New Price |
| Booklet -20 |  | Revaluation | $\$ 8.00$ | Revaluation Stock Increase |

- The difference between the old price and new price is the "revaluation amount."
- Submit PS Form 17 to a supervisor for authorization and signature.
- The RA will enter the revaluation amount into AIC 844, Stock Increase - Revaluation.


## Unit Reserve Stock

The unit reserve stock custodian does the following:

- Issues to an RA all Forever Stamps in the unit reserve that require revaluation. This will reduce Forever Stamps requiring revaluation to "Zero" in the unit reserve.
- Performs the "New Day" process in the supervisor IRT disk.
- Deletes the item numbers from the Forever Stamps issued to the RA; must be "Zero."
- Adds the item number of Forever Stamps back into stamp stock inventory at the "New Price."
The RA receiving the Forever Stamps from unit reserve stock does the following:
- Uses the "STAMPS+" key, creating an entry to AIC 841, Stamp Stock Received.
- Revalues the stock by following the instructions outlined above for "Individual Stamp Credits."
- Prepares PS Form 17 to return Forever Stamps to the unit reserve at the new price.
- Uses the "STAMPS (-)" key creating an entry in AIC 848, Stamp Stock Returned.
The stock custodian receives the total from the PS Form 17 into the unit reserve inventory at the new price.


## Closeout Employee

- When all clerk disks are consolidated, verifies that the total revaluation for the unit is reported correctly in AIC 844 on the unit's PS Form 1412.
- Files PS Form(s) 17 as supporting documentation.


## APCs

The software download will automatically revaluate all Forever Stamp sheetlets on hand for the APC equipment.

## CPUs

CPUs that submit a daily PS Form 1412 to a host Post Office must increase the value of each Forever Stamp booklet in their inventory as follows:

- Count each Forever Stamp to be revalued.
- Multiply the number of Forever Stamp booklets on hand to be revalued by the difference between original price (old price) and new revalued price (new price).
- Record the computations for all Forever Stamp booklets revalued on a PS Form 17.
- Enter the calculated amount in AIC 844, Stock Increase - Revaluation, on PS Form 1412.
- Submit PS Form 17 and the CPU's PS Form 1412 to the host Post Office or the Contracting Officer's Representative (COR).
Note: CPUs with Contract Access Retail System (CARS) do not need to revalue the Forever Stamps in their inventory. The CARS system will automatically change the price and the CPU will sell the stamps for the new price on January 22.


## Rural Carrier Fixed Credit

Prior to January 22, exchange any Forever Stamp booklets in a rural carrier fixed credit with denominated 44-cent stamps. All Forever Stamp booklets with the old price need to be in the unit reserve stamp stock or the retail floor stock for revaluation.

After the Forever Stamps have been revalued to the new 45-cent price on January 22, 2012, rural carriers may exchange their denominated 44-cent stamps for the revalued 45-cent Forever Stamps.

## IRT and eMOVES Offices

The unit reserve custodian will exchange the rural carrier's Forever Stamp booklets with denominated 44-cent stamps. Ensure the Forever Stamp booklets with the old price are added to the unit reserve stamp stock to be revalued on January 22, 2012.

## POS ONE Offices

The POS ONE system will automatically revalue all Forever Stamp booklets on hand, therefore all Forever Stamp booklets must be in the retail floor stock prior to January 22, 2012. A retail associate working from the retail floor stock will exchange the rural carrier's Forever Stamp booklets following the Exchanging Stamp Products workflow:

- Press [Stamps and Merchandise] or [Stamps].
- Select <Exchange>.
- Enter the quantity (Forever Stamp Booklets). Press [Quantity].
- Scan/enter the item number of the Forever Stamp booklet being exchanged and select <Exchange by Item Number>.
- Select <Saleable>.
- Select <Continue>.

Note: When completing the exchange, this item must be equal to the value of the item being exchanged.

- Scan/enter the item number of the denominated 44cent stamps and then select <Sell by Item Number>.
- Press [Quantity].
- Scan/enter the item number of any other denomination stamps to be issued and then select <Sell by Item Number>.


## - Press [Quantity].

- Once the value of the denominated 44 -cent stamps sold is equal to the Forever Stamps being exchanged, press [Payment or End of Visit].
Note: The amount required to satisfy the exchange is displayed as a negative total at the bottom of the notebook area. The amount total of loose stamps sold is displayed in the message.


## Rural Carrier Owned Stock

No action needed.

## Forever Stamp Booklet Exchanges

Forever Stamp booklets that are damaged or otherwise unusable for postage while in a customer's possession may be exchanged for an equal number of Forever Stamp booklets at the current price. Postal employees must pick up the Forever Stamp booklets to be exchanged, at the current price. For POS ONE equipment, follow the Exchanging Stamp Products workflow and scan the Forever Stamp booklets to be exchanged and the current price will be reflected.

- Revenue and Field Accounting,

Controller, 12-15-11

## Household Diary Study

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

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

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

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

Stage 2 is the Mail Diary. NuStats asks households that agree to participate in Stage 2 to record information about the mail they send and receive for a 7-day period from Monday to Sunday. Information recorded includes number of mailpieces received and sent, industry mail source, mail
characteristics, and attitudes regarding mail received. As an incentive for HDS Stage 2 participation, households are offered the options of receiving $\$ 30$ or a roll of 100 FirstClass Mail ${ }^{\circledR}$ stamps.

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

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

For additional information, contact either of the following individuals:

## John Pickett

Telephone: 202-268-2641
Fax: 202-268-6841
e-mail: john.pickett@usps.gov
John Mazzone
Telephone: 202-268-4169
Fax: 202-268-6841
e-mail: john.f.mazzone@usps.gov
Study participants may also contact NuStats directly for help or information at 888-441-8777 or usps@nustats.com.

- Office of Demand Forecasting and Analysis,

Finance, 12-15-11

## 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) and transfer of function (TOF) purposes. Competitive areas are established based on organizational factors (separate operation, work function, staff, and personnel management authority) and geographical 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 December 1, 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 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 |
|  | Asset Management, Topeka, $\mathrm{KS}^{2}$ | 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 |
|  | Distinct Eagan/San Mateo IT Site ${ }^{3}$ | 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 Category Management Center (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 |
|  | Facility Services CMC, Windsor, CT | Supply Management, National HQ, Washington, DC |
|  | Each Stamp Distribution Center | Supply Management, National HQ, Washington, DC |
|  | Career Development Division, Inspector in Charge, Potomac, MD | Inspection Service, National HQ, Washington, DC |
|  | Technical Service Division, Inspector in Charge, 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 |


| Unique Organization Part of Another Competitive Area (continued) | 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 Postmaster's Organization | Separate |
|  | 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 (ISC) | Separate |
|  | Each ISC | 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.
2 Including: Asset Mgmt Planning; Process Improvement \& Analytics; Label Print Center; Topeka, Material Distribution Center; Operating Asset Management Fulfillment; National Material Customer Service Center.
3 Including: Enterprise Systems Monitoring; IT Facilities; Eagan Host Computing Facilities; IT Corp. Help Desk; IT Corp. Help Desk Staff and MRCO Distributed Systems, San Mateo.

## 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 <br> Delivery Dates | Title of Mailing | Class and <br> Type of <br> Mail | Number <br> of Pieces <br> (Millions) | Distribution | Presort Level | Comments |
| :--- | :--- | :--- | :--- | :--- | :--- | :--- | | $12 / 15 / 11-12 / 17 / 11$ | jcp - Wk 47 You Pick the Day | Standard <br> Letter | 15.1 | National |
| :--- | :--- | :--- | :--- | :--- |
| $12 / 20 / 11-12 / 22 / 11$ | Costco.com | Standard <br> Flat | 2.5 | National |
| $12 / 21 / 11-12 / 23 / 11$ | jcp - Wk 48 Home White Sale | Standard <br> Flat | 6.0 | National |
| $12 / 23 / 11-12 / 27 / 11$ | jcp - Wk 48 jcp Ca\$h Sale | Standard <br> Letter | 8.1 | Car-Rt |
| $12 / 23 / 11-1 / 3 / 11$ | Costco Connection | Standard <br> Flat | 8.5 | National |

## Badge-sized Job Aid Summarizes Business Reply Mail Procedures



A badge-sized job aid has been created for postage due clerks and supervisors in charge of processing Business Reply Mail ${ }^{\circledR}$ (BRM). This convenient reference tool summarizes four key aspects of BRM processing: 1) Verifying fees and funds; 2) Recording invoices; 3) Procedures for insufficient funds; and 4) Instructions for releasing BRM pieces with a paid-in-full invoice.

The badge-sized job aide also provides a link to the BRM standard operating procedures and other resources.

Copies of the job aid have been mailed to 1,000 retail locations. Additional copies can be ordered through eBuy2
for 8 cents per piece in minimum quantities of 5 job aids (PSN 7690-15-000-0646 in the Material Distribution Center Catalog). All eBuy2 users must request access via the eAccess portal. If you have eBuy2 questions, find information on the eBuy2 Blue Page site at http://blue.usps.gov/purchase/ eBuy2_home.htm.

- Transactions and Correspondence,

Domestic Products, 12-15-11

## Network Operations

## Mail Transportation Equipment

Newspapers nationwide now are helping USPS ${ }^{\circledR}$ reclaim its property. On the heels of the Postal Service's announcement of an amnesty period promoting the return of mail transport equipment (MTE), the National Newspaper Association (NNA) asked its member publications to return any pallets, white mail tubs, and other USPS items found in newsrooms and offices. Referring to the white mail tubs, NNA Postal Committee Chairman Max Heath said, "I've made it sort of a personal cause over the years to bring these back. I have found them being used as footrests, under desks to hold files, or in storage rooms for office supplies."

Besides returning MTE to the Postal Service ${ }^{\text {TM }}$, NNA newspapers publicized the amnesty program until it expired. The end of the amnesty period doesn't mean the effort to recover missing MTE is over. USPS is encouraging employees to report MTE that is not in the postal network. Employees play an important role in the effort to keep sufficient quantities of MTE in circulation so that adequate supplies are available to transport mail. When this equipment is not circulating, USPS must purchase additional quantities to meet customer demand.

To report misuse of MTE, call 866-330-3404 or send an e-mail to HQMTE@usps.gov.

## Wood Pallets

The cost of replacing MTE inventories amounts to nearly $\$ 50$ million each year. The greatest expense is for pallets.

Although the lightweight, durable plastic pallet is preferred, the Postal Service supplements the purchase of these pallets with more cost-effective pressed-wood and wood slat options.

Sufficient MTE inventories are an important element in the mail processing cycle. USPS purchased wood slat pallets and pressed wood pallets - 500,000 of each type to help meet demand for the fall mailing season. Employees and customers must use the wood pallets and not refuse or return loads. Any excess MTE must be returned to the Mail Transport Equipment Service Center (MTESC).

USPS MTE policy preserves and better distributes existing equipment. The policy also ensures facilities have only the amount of MTE necessary for current operations and helps make sure USPS meets customer demand at plants and retail facilities.

Damaged pallets - plastic, pressed wood, or wood slat must be returned to the servicing MTESC. Only the MTESC is authorized to destroy or recycle pallets so that they are appropriately tracked and replacements can be purchased. USPS is no longer allowing local recycling programs. When MTE is recycled locally in error, no replacement piece is purchased and USPS could become short on MTE supplies.

- Mail Transport Equipment, Network Operations, 12-15-11

David E. Willams
Vaxa Presount, Netwohk Or quations

## UNITEDSTATES

POSTAL SERVICE

## September 22, 2011

MANAGERS, OPERATIONS SUPPORT (AREA)

## SUBJECT: Pallet Recycling and Condemnation Policy

The Postal Service spends nearly $\$ 50$ million per year replacing Mail Transport Equipment (MTE) inventories, with the greatest expense being pallets. Plastic pallets are preferred due to the light weight and durability, however, the unit cost drives our decision to supplement these purchases with a lower priced pressed wood pallet.

## Effective immediately:

- Employees and customers must understand that they will need to accept and utilize both pressed wood and plastic pallets and not refuse or return loads.
- Plants or delivery units are not to dispose of or recycle any pallet regardless of type or condition.
- Any pallet considered damaged is to be returned to the servicing Mail Transport Equipment Service Center (MTESC). Only the MTESC has the authority to destroy or recycle pallets based upon clear condemnation criteria.
- Plants are not to store excess pallets in preparation for peak mailing season. Retain only what is necessary for current operations and to meet locally supplied customer demand. Hoarding creates artificial shortages and results in additional expenditures to purchase pallets.

If you have any questions or concerns, please contact Cathy Moon, Manager, Mail Transport Equipment, at (202) 268-4502 or via email at Cathy.L.Moon@usps.gov.


475 L'Entant Plaza SW
WAshingTon, DC 20260-7100
202-268-4305
Fax: 202-268-3331
www.usps.com

## Retail

## Stop Sending Copies of PS Form 8176, Premium Forwarding Service Application, to Headquarters

Offices are no longer required to send a copy of PS Form 8176, Premium Forwarding Service ${ }^{\circledR}$ (PFS ${ }^{\circledR}$ ) Application, to Headquarters (HQ). In 2005, the application was a four-part form and "Distribution: Copy $3-H Q$ " was sent to Headquarters. The form has been revised multiple times and "Distribution: Copy $3-H Q$ " has not been a part of the application for several years, but we continue to get copies of the application. Many offices continue to use the 2005 or 2006 edition of the form, and others are making copies of "Distribution: Copy 1 - Post Office" and sending it to HQ.

Please use the most current, January 2011, edition of the form. It has a new format and the Terms and Conditions have been updated. You can order the current edition of the form from the Material Distribution Center and 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.)

Use the following information to order PS Form 8176:

| PSIN: | PS 8176 |
| :--- | :--- |
| PSN: | $7530-07-0$. |
| Unit of Measure: | EA |
| Minimum Order Quantity: | 1 |
| Maximum Order Quantity: 1000 |  |
| Bulk Pack Quantity: | 1000 |
| Quick Pick Number: | 640 |
| Price: | $\$ 0.0712$ |
| Edition Date: | $01 / 11$ |

See Publication 621, PFS Guidebook for Employees, for PFS rules. You can access Publication 621 online at $h t t p: / /$ blue.usps.gov/cpim/ftp/pubs/pub621.pdf.

- Retail Services, Channel Access, 12-15-11


## Stamps/Philately

## Stamp Announcement 12-1: Spectrum Eagle

© 2011 USPS

On January 3, 2012, in Liberty, Missouri, the Postal Service ${ }^{T M}$ will issue a Spectrum Eagle Presorted First-Class Mail ${ }^{\circledR}$ nondenominated stamp (priced at 25 cents), in six designs in a pressure-sensitive adhesive (PSA) coil of 3,000 (Item 788400) and a PSA coil of 10,000 (Item 788500).

The U.S. Postal Service ${ }^{\circledR}$ issues Spectrum Eagle, six new Presorted First-Class Mail ${ }^{\circledR}$ stamps featuring an artist's rendering of the bald eagle. The eagle's profile is depicted in white, set against a sequence of six varying shades of reds, yellows, greens, and blues. Each color blends with the one following, resulting in a gradual spectrum from left to right across the six stamps. Illustrator Michael Osborne worked with art director Ethel Kessler to create the stamp art.

The stamp will go on sale nationwide January 3, 2012.

## Distribution: Item 788400, Presorted First-Class Mail, Nondenominated Spectrum Eagle (priced at 25 cents), PSA Coil of 3,000

The six stamp distribution centers (SDCs) will receive an automatic distribution of 788400 .

## Initial Supply to Post Offices

SDOs/SDCs will not make a subsequent automatic distribution to Post Offices for this stamp issue. Post Offices requiring quantities of Item 788400 must requisition them from their designated SDO/SDC using PS Form 17, Stamp Requisition/Stamp Return. SDOs/SDCs must not distribute this stamp to Post Offices before December 19, 2011.

Distribution: Item 788500, Presorted First-Class Mail, Nondenominated Spectrum Eagle (priced at 25 cents), PSA Coil of 10,000

The six stamp distribution centers (SDCs) will receive an automatic distribution of 788500 .

## Initial Supply to Post Offices

SDOs/SDCs will not make a subsequent automatic distribution to Post Offices for this stamp issue. Post Offices requiring quantities of Item 788500 must requisition them from their designated SDO/SDC using PS Form 17, Stamp Requisition/Stamp Return. SDOs/SDCs must not distribute this stamp to Post Offices before December 19, 2011.

## How to Order the First Day of Issue Postmark

Customers have 60 days to obtain the first day of issue postmark by mail. They may purchase new stamps at their local Post Office ${ }^{\text {TM }}$, at The Postal Store ${ }^{\circledR}$ website at www.usps.com/shop, or by calling 800-STAMP-24. They should affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

## Spectrum Eagle Stamp

Postmaster
1000 Progress Drive
Liberty, MO 64068-9998
After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by March 5, 2012.

## How to Order First Day Covers

Stamp Fulfillment Services also offers first day covers for new stamp issues and Postal Service stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly USA Philatelic Catalog. Customers may request a free catalog by calling 800-STAMP-24 or writing to:

```
Information Fulfillment
Dept. 6270
U.S. Postal Service
PO Box 219014
Kansas City, MO 64121-9014
```


## Philatelic Products

There is one philatelic product available for this stamp issue:

- 788563*, First Day Cover Set of 6, $\$ 5.64$

Items with an asterisk (*) will use the 128 barcode from Stamp Fulfillment Services. All other philatelic products will continue to use barcode series A, with the exception of the Yearbook and the Guide Book.

| Issue: | Spectrum Eagle |
| :--- | :--- |
| Item Number: | 788400 |
| Denomination \& Type of <br> Issue: | Presorted First-Class <br> (Nondenominated) |
| Format: | Coil of 3,000 (6 designs) |
| Series: | N/A |
| Issue Date \& City: | January 3, 2012, Liberty, MO 64068 <br> (No Ceremony) |
| Designer: | Ethel Kessler, Bethesda, MD |
| Art Director: | Ethel Kessler, Bethesda, MD |
| Typographer: | Ethel Kessler, Bethesda, MD |


| Artist: | Michael Osborne, San Francisco, CA |
| :---: | :---: |
| Engraver: | WRE |
| Modeler: | Avery Dennison, Designed and Engineered Solutions |
| Manufacturing Process: | Gravure |
| Printer: | Avery Dennison (AVR) |
| Printed at: | AVR, Clinton, SC |
| Press Type: | Dia Nippon Kiko (DNK) |
| Stamps per Coil: | 3,000 |
| Print Quantity: | 105 million stamps |
| Paper Type: | Nonphosphored, Type III, Block |
| Adhesive Type: | Pressure-sensitive |
| Processed at: | AVR, Clinton, SC |
| Colors: | Yellow, Magenta, Cyan, Black, Cool Gray |
| Stamp Orientation: | Vertical |
| Image Area (w x h): | $0.730 \times 0.840 \mathrm{in} . / 18.54 \times 21.34 \mathrm{~mm}$ |
| Overall Size ( $\mathrm{w} \times \mathrm{h}$ ): | $0.870 \times 0.980 \mathrm{in} . / 22.09 \times 24.89 \mathrm{~mm}$ |
| Full Pane Size (w x h): | N/A |
| Plate Size: | 300 stamps per revolution |
| Plate Numbers: | "V" followed by five (5) single digits |
| Coil Number Frequency: | Plate numbers to appear on bottom right corner below stamp image every $30^{\text {th }}$ stamp, aligned to the right stamp image Barcode on coil tops |
| Issue: | Spectrum Eagle |
| Item Number: | 788500 |
| Denomination \& Type of Issue: | Presorted First-Class (Nondenominated) |
| Format: | Coil of 10,000 (6 designs) |
| Series: | N/A |
| Issue Date \& City: | January 3, 2012, Liberty, MO 64068 (No Ceremony) |
| Designer: | Ethel Kessler, Bethesda, MD |
| Art Director: | Ethel Kessler, Bethesda, MD |
| Typographer: | Ethel Kessler, Bethesda, MD |
| Artist: | Michael Osborne, San Francisco, CA |
| Engraver: | WRE |
| Modeler: | Avery Dennison, Designed and Engineered Solutions |
| Manufacturing Process: | Gravure |
| Printer: | Avery Dennison (AVR) |
| Printed at: | AVR, Clinton, SC |
| Press Type: | Dia Nippon Kiko (DNK) |
| Stamps per Coil: | 10,000 |
| Print Quantity: | 105 million stamps |
| Paper Type: | Nonphosphored, Type III, Block |
| Adhesive Type: | Pressure-sensitive |
| Processed at: | AVR, Clinton, SC |
| Colors: | Yellow, Magenta, Cyan, Black, Cool Gray |
| Stamp Orientation: | Vertical |
| Image Area (w x h): | $0.730 \times 0.840 \mathrm{in} . / 18.54 \times 21.34 \mathrm{~mm}$ |
| Overall Size ( $\mathrm{w} \times \mathrm{h}$ ): | $0.870 \times 0.980 \mathrm{in} . / 22.09 \times 24.89 \mathrm{~mm}$ |
| Full Pane Size (w x h): | N/A |
| Plate Size: | 300 stamps per revolution |
| Plate Numbers: | "V" followed by five (5) single digits |
| Coil Number Frequency: | Plate numbers to appear on bottom right corner below stamp image every $30^{\text {th }}$ stamp, aligned to the right stamp image Barcode on coil tops |

- Stamp Services, Government Relations and Public Policy, 12-15-11


## Pictorial Postmarks Announcement

As a community service, the Postal Service ${ }^{T M}$ 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:
November 26, 2011
Jet Propulsion Laboratory
Mission to Mars Station
Postmaster
600 Lincoln Ave.
Pasadena, CA 91109-9998
November 26, 2011
Comfort Chamber of Commerce
Comfort Station
Postmaster
726 Front St.
Comfort, TX 78013-9998
November 28, 2011
Puerto Rico Treasury Department
$200^{\text {th }}$ Anniversary Station
Postmaster
585 Ave. FD Roosevelt, Ste. 110
San Juan, PR 00936-9681
December 3, 2011
United States Postal Service
Christmas in The Village Festival Station
Postmaster
PO Box 9998
Roscommon, MI 48653-9998
December 8-10, 2011
Mifflinburg Christkindl Market
Mifflinburg Station
Postmaster
10 N. $4^{\text {th }}$ St.
Mifflinburg, PA 17844-9998


| December 16, 2011 |  |  |  |
| :---: | :---: | :---: | :---: |
|  | Jasper County |  |  |
|  | Holly Jolly Jasper County Christmas Station |  |  |
|  | Postmaster | Postmaster | Postmaster |
|  | 117 E. Harrison St. | 107 N. Silver | 200 S. Ranger |
|  | Hidalgo, IL 62432-9998 | West Liberty, IL 62475-9998 | Yale, IL 62481-9998 |
|  | Postmaster | Postmaster |  |
|  | 201 West Jourdan St. | 13244 N. Main St. |  |
|  | Newton IL 62448-9998 | Wheeler, IL 62479-9998 |  |
|  | Postmaster | Postmaster |  |
|  | 104 N. Main St. | 201 N. Cumberland St. |  |
|  | Sainte Marie, IL 62459-9998 | Willow Hill, IL 62480-9998 |  |



475 L'Enfant Plaza SW
First-Class Mail Postage \& Fees Paid USPS
Permit No. G-10


