

POSTAL BULLETIN

PUBLISHED SINCE MARCH 4, 1880

PB 22022, April 20, 2000

Information Systems Security and Privacy Act Policy Statement

Privacy Act systems are systems that collect information about individuals. In recent years, there has been an increase in Privacy Act systems developed and implemented at the Postal Service. This policy statement clarifies responsibilities for safeguarding Privacy Act data.

Privacy Act System Safeguards

The Privacy Act requires all federal agencies, including the U.S. Postal Service, to adhere to a minimum set of standards regarding the collection and processing of personal data, and it restricts the disclosure of such Privacy Act information. Agencies are required to establish appropriate administrative, technical, and physical safeguards to protect Privacy Act data. These safeguards ensure the security and confidentiality of records containing Privacy Act data and protect against unauthorized disclosure of such data, which could result in substantial harm, embarrassment, unfairness, or inconvenience to an individual.

Security Policy and Issues

Privacy Act requirements, information sensitivity, and security issues must be addressed when data is collected, transmitted, or stored in any media, including paper (e.g., reports or manuals), electronic (e.g., disk or CD), and backup file tapes. These all must be addressed in the planning stage of system development and continue throughout the entire system life cycle. All systems containing Privacy Act, sensitive, or critical information must undergo a security certification and accreditation (C&A) as defined in Management Instruction (MI) AS-850-97-3, *Security Certification and Accreditation of Sensitive Applications and Systems*. The C&A process ensures:

- That all security measures implemented in appropriately securing the sensitive data are documented.
- That the business executive sponsor is informed of any security issues which could put sensitive data at risk.

The program manager and the executive sponsors are not authorized to request a waiver to security policy in order to meet production dates. The executive sponsor is responsible for consulting with (1) the Freedom of Information/Privacy Acts officer on determining information sensitivity and Privacy Act applicability and requirements and (2) National Information Systems Security (NISS) on applying appropriate computer security controls.

New Privacy Act Systems

Effective immediately, any *new sensitive system* and particularly any *Privacy Act system* scheduled for implementation must undergo security certification and accreditation. For Privacy Act systems where security issues are identified in a security certification report, the certification package and deployment decision will be automatically escalated for review to (1) the executive vice president of the sponsoring business organization and (2) to the vice

president of Information Technology. It will be the responsibility of the two vice presidents to make a business decision on behalf of the Postal Service whether to recommend production deployment or to take additional actions before the system is deployed. In these cases, signatures of each vice president will be required prior to system implementation. A new management instruction containing this escalation procedure will be released shortly and will replace MI AS-850-97-3.

Legacy Privacy Act Systems

Each vice president should identify legacy systems containing Privacy Act data and schedule a security certification and accreditation with their portfolio manager as required. All other sensitive and critical legacy systems will undergo a security C&A assessment on a scheduled basis as stipulated in the C&A management instruction AS-850-97-3, or when modifications are made to the system. These procedures are outlined in the National Change and Configuration Management Process available at <http://blue.usps.gov/changemgmt>.

Contacts and Policy References

For further information concerning Privacy Act responsibilities, contact the Freedom of Information/Privacy Acts officer at 202-268-2608. For questions concerning the C&A process, contact Andy Newton, NISS, at 919-501-9476. For assistance in interpreting security policy, contact NISS through cc:Mail at IS_Security or at the following number: 919-501-9350.

Policy references include the following:

- *Administrative Support Manual (ASM) 13*, section 353, Privacy Act; section 353.13, Penalties; and Appendix.
- Handbook AS-805, *Information Systems Security*, section 43, subsection 434, Information Sensitivity; paragraph e under section 44, Separation of Duties; and section 11, subsection 112.1, Sensitive Information.
- MI AS-850-97-3, *Security Certification and Accreditation of Sensitive Applications and Systems*.
- IT PCES Managers Memorandum, January 28, 2000, *Change/Configuration Management*, available at <http://blue.usps.gov/cpim/policy>.
- *National Change and Configuration Management Process Overview*, Version 4.0, February 7, 2000, available at <http://blue.usps.gov/changemgmt>.



RICHARD D. WEIRICH
VICE PRESIDENT, INFORMATION TECHNOLOGY

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The *Postal Bulletin* is also available on the World Wide Web at <http://www.usps.com/cpim/ftp/bulletin/pb.htm> for customers and at <http://blue.usps.gov> for employees.

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Postal Bulletin Index

1999 Annual Index	PB 22017 (2-10-00)
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Ordering Information: Following is the list of postal stock numbers (PSNs) to use when ordering copies of the *Postal Bulletin* from the MDCs:

PB 22022: 7690-04-000-5629	PB 22009: 7690-04-000-3988
PB 22021: 7690-04-000-5628	PB 22008: 7690-04-000-3987
PB 22020: 7690-04-000-3999	PB 22007: 7690-04-000-3986
PB 22019: 7690-04-000-3998	PB 22006: 7690-04-000-3985
PB 22018: 7690-04-000-3997	PB 22005: 7690-04-000-3984
PB 22017: 7690-04-000-3996	PB 22004: 7690-04-000-3983
PB 22016: 7690-04-000-3995	PB 22003: 7690-04-000-3982
PB 22015: 7690-04-000-3994	PB 22002: 7690-04-000-3981
PB 22014: 7690-04-000-3993	PB 22001: 7690-04-000-3980
PB 22013: 7690-04-000-3992	PB 22000: 7690-04-000-3979
PB 22012: 7690-04-000-3991	PB 21999: 7690-04-000-3978
PB 22011: 7690-04-000-3990	PB 21998: 7690-04-000-3977
PB 22010: 7690-04-000-3989	PB 21997: 7690-04-000-3976

The *Postal Bulletin* is published biweekly; information is effective for one year unless it changes the text of permanent directives or unless otherwise specified.

Child Alert Program

April 2000

Have You Seen Any of These Children?

Please participate in the NALC/USPS Child Alert Program. Tear out this page and carry it with you. If you have information on any of these missing children, tell your postal supervisor.



Zachary Hull
Born: 4-1-95
Date Missing: 3-13-00
Missing From: Roseville, CA



Nicholas Smith
Age Progression to 16 Years
Born: 7-11-79
Date Missing: 2-23-91
Missing From: Las Cruces, NM



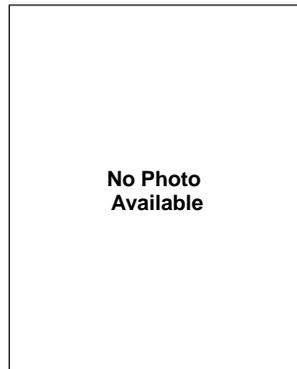
Kali Parrish
Born: 5-15-96
Date Missing: 11-15-99
Missing From: Spokane, WA



Abishiree Steyne
Born: 10-11-93
Date Missing: 12-17-99
Missing From: Ahoskie, NC



Christianna Steyne
Born: 11-21-91
Date Missing: 12-17-99
Missing From: Ahoskie, NC



Brenda Hernandez
Born: 10-25-99
Date Missing: 10-25-99
Missing From: El Paso, TX

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

Missing Children Poster Display Instructions

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

Companion posters, authorized for display on bulletin boards maintained by employee organizations, appear periodically in *The Postal Record*, a publication for members of the National Association of Letter Carriers.

This poster is published in cooperation with the National Center for Missing and Exploited Children, the United States Department of Justice, and the National Association of Letter Carriers. Information appearing on this poster is selected solely by the National Center for Missing and Exploited Children. For policy and information on Postal Service support in efforts to recover missing children, see *Postal Bulletin* 21967 (3-12-98).

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

April 2000

Have You Seen Any of These Children?

Please participate in the NALC/USPS Child Alert Program. Tear out this page and carry it with you. If you have information on any of these missing children, tell your postal supervisor.



David Prine
 Born: 4-24-98
 Date Missing: 8-8-99
 Missing From: Dobson,
 NC



Alexis Savage
 Born: 7-5-84
 Date Missing: 2-13-00
 Missing From: Dallas,
 TX



Belkis Martinez
 Born: 8-15-90
 Date Missing: 6-1-99
 Missing From: South
 Gate, CA



Deniese Hiraman
 Born: 10-6-85
 Date Missing: 8-27-99
 Missing From: Queens,
 NY



Claudia Jaurequi
 Born: 2-4-83
 Date Missing: 8-17-98
 Missing From: Los Angeles, CA



Ashley Blanc
 Born: 4-18-85
 Date Missing: 4-19-99
 Missing From: Baltimore, MD



Veronica Gonzales
 Born: 6-17-85
 Date Missing: 11-7-99
 Missing From: Snow Hill, NC

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

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Customer Relations

Mail Alert

The mailings below will be deposited in the near future. Offices should honor the requested home delivery dates. Mailers wishing to participate in these alerts, for mailings of 1 million pieces or more, should contact Business Service Network Operations at 800-419-2769 at least one month preceding the requested delivery dates. The

Postal Service also offers electronic Mail Alerts via ADVANCE. For more information, see the *ADVANCE Notification & Tracking System Technical Guide* on the Internet at <http://www.ribbs.usps.gov/files/advance/ADVTECH.PDF> or contact the National Customer Support Center at 800-458-3181.

Title of Mailing	Class and Type of Mail	Requested Delivery Dates	Number of Pieces (Millions)	Distribution	Presort Level	Comments
Sportman's Guide April/May Camping	Standard A/ Catalog	4/24-4/28	1.2	Nationwide	CarRt, 3/5-Digit	RR Donnelley
JC Penney Mother's Day Fragrance	Standard A/ Letter	4/26-4/28	2.0	Nationwide	CarRt	Harte-Hanks
JC Penney Mother's Day Jewelry	Standard A/ Booklet	4/29-5/2	2.3	Nationwide	CarRt	Harte-Hanks
JC Penney Summer Sale	Standard A/ Catalog	4/29-5/4	9.0	Nationwide	CarRt	RR Donnelley
Service Merchandise Mother's Day	Standard A/ Flat	5/1-5/2	7.0	Nationwide	3/5-Digit	RR Donnelley, Lynchburg, VA
Eddie Bauer Summer Prospect	Standard A/ Flat	5/1-5/3	3.4	Nationwide	CarRt, 3/5-Digit	RR Donnelley, Warsaw, IN
JC Penney SJB Women's Linen	Standard A/ Letter	5/1-5/3	2.5	Nationwide	CarRt	Harte-Hanks
Sportman's Guide May Memorial Day Sale	Standard A/ Catalog	5/1-5/5	1.1	Nationwide	CarRt, 3/5-Digit	Quad Graphics, Lomira, WI
Stage Stores Inc.	Standard A/ Catalog	5/5-5/8	1.0	Nationwide	Enhanced CarRt	Arandell Corporation, Menomonee Falls, WI; 8 3/8" x 10 7/8" catalog
Eddie Bauer Summer Resource	Standard A/ Flat	5/8-5/10	3.3	Nationwide	CarRt, 3/5-Digit	RR Donnelley, Warsaw, IN
JC Penney Real You	Standard A/ Magazine	5/8-5/10	4.0	Nationwide	CarRt	Harte-Hanks
Current Early Summer 2000	Standard A/ Flat	5/8-5/12	2.2	Nationwide	CarRt, 3/5-Digit, Basic	Quad Graphics, Saratoga Springs, NY
Sportman's Guide May HQ Surplus	Standard A/ Catalog	5/8-5/12	1.3	Nationwide	CarRt, 3/5-Digit	RR Donnelley
Eddie Bauer May Sale IH1 Sale Mailer	Standard A/ Flat	5/10-5/12	2.4	Nationwide	3-Digit	Harte-Hanks; 6 1/4" x 9 1/2" booklet

Domestic Mail

DMM AND IMM REVISION

Special Services New Barcoded Labels

Distribution Update

Distribution of the new barcoded special services labels to post offices has been completed. Post offices that had not placed label orders in more than 12 months were not on the distribution list. Offices that have not received the new labels should place their orders through the material distribution centers (MDCs) or, if possible, districts should redistribute excess supplies of labels among their offices. All nonbarcoded labels should be destroyed immediately through appropriate recycling means and replaced with the new barcoded labels. Employees may requisition copies of the new labels as follows:

- Use Touch Tone Order Entry by calling 1-800-332-0317, option 1, then option 2.
- Send an F3Fill-completed PS Form 7380, *MDC Supply Requisition*, by cc:Mail to MDC Customer Service @ TOKS001L.
- Mail a completed PS Form 7380 to the following address:

SUPPLY REQUISITIONS
500 SW MONTARA PKWY
TOPEKA KS 66624-9702

The relevant ordering information is as follows:

PS Form 3800, *Certified Mail Receipt*:

PSN: 7530-02-000-9047
PSIN: PS3800
Unit of Issue: SH
Quick Pick #: 200
Bulk Pack Quantity: 10,000
Price: \$0.0071
Edition Date: 2/00

PS Form 3813-P, *Receipt for Insured Mail — Domestic-International*:

PSN: 7530-02-000-9057
PSIN: PS3813P
Unit of Issue: SH
Quick Pick #: 206
Bulk Pack Quantity: 10,000
Price: \$0.0078
Edition Date: 2/00

PS Form 8099, *Receipt for Recorded Delivery*:

PSN: 7530-02-000-7238
PSIN: PS8099
Unit of Issue: EA
Quick Pick #: N/A
Bulk Pack Quantity: 10,000
Price: \$0.0091
Edition Date: 2/00

Label 200, Registered Mail:

PSN: 7690-03-000-9311
PSIN: LAB200
Unit of Issue: RO (600 labels per roll)
Quick Pick #: 044
Bulk Pack Quantity: 30
Price: \$4.014
Edition Date: 7/99

PS Form 3804, Return Receipt for Merchandise:

PSN: 7530-02-000-9031
PSIN: PS3804
Unit of Issue: EA
Quick Pick #: 201
Bulk Pack Quantity: 10,000
Price: \$0.0058
Edition Date: 2/00

Early batches of the new barcoded labels distributed by the MDCs in December 1999 and January 2000 may not have been in numerical sequence. That problem has now been corrected. All current label supplies are now in sequence. Remember to ignore the last (20th) digit when checking the numerical sequence. The last digit is a check digit for the barcode, not part of the article number.

Customers may contact postal personnel regarding out-of-sequence labels that they have received from the USPS. Customers' out-of-sequence label quantities should be exchanged with quantities of the newer labels distributed to post offices. Numeric sequence does not matter for post office use. Customers can also be directed to the check digit algorithm in Publication 109, *Special Services Technical Guide — Postal Forms and Labels (Domestic Services Only)*, if they wish to modify the software they use with postal labels. Publication 109 is available on the Postal Service Web site (<http://www.usps.com>; click on *Get Information*, then *Postal Periodicals and Publications*, then *Publications*).

Privately Printed Barcoded Special Services Labels and Forms

As announced in the January 24, 2000, *Federal Register*, effective June 10, 2000, customers using privately printed special services forms and labels will be required to use the new barcoded labels. Those who print the barcodes onto labels must receive certification from the Postal Service to ensure that their barcoded labels meet the technical requirements defined in Publication 109. Customers that cannot meet the June 10 deadline should contact Tandelyia Samuels at Tsamuels@email.usps.gov or:

TANDELYIA SAMUELS
US POSTAL SERVICE
475 L'ENFANT PLAZA SW ROOM 5541
WASHINGTON DC 20260-2620

Special Services New Barcoded Label Modifications

Two versions of the new barcoded labels (July 1999 and February 2000) are in circulation. Both labels are valid and should be used by offices. The July 1999 label contains the words "Article Sent To." Further down on the same form the words "Name – (To be completed by the mailer)" also appear. The overlap of information suggests that two different names are needed. The newer version (February 2000) was modified in two sections to eliminate the confusion: 1) the words "Article sent to" was removed and 2) "Recipient's Name" was added in the address section. See illustration on page 10.

“Article Sent To:” has been removed from February 2000 label. *Postal employees* should manually enter the city, state, and ZIP+4 information from the recipient’s address below until updated software permits POS ONE to automatically complete this field.

Postal employees will have to manually complete this section until the POS ONE software upgrade.

“Recipient’s Name” added to February 2000 label. The *mailer* should complete this section with the *recipient’s* address.

Production of Label 200, Registered Mail

To speed up production and more quickly fill back orders for the new barcoded Label 200, *Registered Mail*, the number of labels per roll has been changed from 100 to 600. Also, internal distribution has been changed to one roll per order until normal supply levels are reached.

Domestic Mail Manual (DMM) S900 is revised to include the barcode requirements for the new special services forms and labels. These revisions were effective January 24, 2000; mailers must comply by June 10, 2000.

These revisions will appear in the next printed version of the DMM and are included in the June 1 update of the online DMM available via Postal Explorer (<http://pe.usps.gov>).

Domestic Mail Manual (DMM)

S Special Services
* * * * *

S900 Special Postal Services

S910 Security and Accountability

S911 Registered Mail
* * * * *

3.0 MAILING
* * * * *

3.4 Label 200

[Amend 3.4 to include new barcode requirements to read as follows:]

Registered mail must bear a barcoded red Label 200 (see Exhibit 3.4). The label must be placed above the delivery address and to the right of the return address, or to the left of the delivery address on parcels. Any large-volume mailer can obtain Label 200 in rolls of 600.

Exhibit 3.4 Label 200



[Redesignate current 3.5 through 3.9 as 3.6 through 3.10. Insert new 3.5 to read as follows:]

3.5 Privately Printed Label 200

If authorized, a mailer may use a privately printed Label 200, *Registered Mail*, for domestic mail only. Privately printed labels must be nearly identical in design and color to the USPS form, with a barcode and human-readable numbers that meet USPS specifications in Publication 109. A minimum of three preproduction samples must be submitted to the business mail entry manager serving the mailer's location for review by the mailpiece design analyst. Once approved, the mailer must print sample labels with barcodes to be certified under the technical requirements in Publication 109.

* * * * *

S912 Certified Mail

* * * * *

2.0 MAILING

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2.3 Form 3800

[Amend 2.3 to include barcode requirements to read as follows:]

Certified mail must bear a barcoded green Form 3800, *Certified Mail Receipt* (see Exhibit 2.3). The label part of the form must be placed above the delivery address and to the right of the return address, or to the left of the delivery address on parcels.

Exhibit 2.3 Certified Mail Label

2.4 Privately Printed Form 3800

[Amend 2.4 by adding requirements for privately printed Form 3800 to read as follows:]

If authorized, a mailer may use a privately printed Form 3800, *Certified Mail Receipt*. The privately printed form must be nearly identical in design, color, and fluorescent properties to the USPS form with a barcode and human readable numbers that meet the USPS specifications in Publication 109. A minimum of three preproduction samples must be submitted to the business mail entry manager serving the mailer’s location for review by the mailpiece design analyst. Once approved, the mailer must print sample labels with barcodes to be certified under the technical requirements in Publication 109.

* * * * *

S913 Insured Mail

* * * * *

2.0 MAILING

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2.3 Markings and Use of Form 3813-P

The treatment of parcels is determined by the insurance amount:

- a. Insured for \$50 or less: Each parcel must be stamped on the address side with an elliptical insured marking as shown in Exhibit 2.3. This marking must be placed above the delivery address and to the right of the return address.
- b. Insured for more than \$50: Each parcel must have barcoded Form 3813-P, *Receipt for Insured Mail*, shown in Exhibit 2.3, affixed above the delivery address and to the right of the return address. Form 3813-P must not be used for parcels insured for \$50 or less.
- c. All insured parcels, regardless of insurance amount, must be postmarked unless a postage meter stamp or permit imprint is used to pay postage.

Exhibit 2.3 Insurance Endorsements, Form 3813-P

* * * * *

2.4 Privately Printed Form 3813-P

[Amend 2.4 by adding requirements for privately printed Form 3813-P to read as follows:]

If authorized, a mailer may use a privately printed Form 3813-P, *Receipt for Insured Mail*, for domestic mail only. The privately printed form must be nearly identical in design and color to the USPS form with a barcode and human readable numbers that meet the USPS specifications in Publication 109. A minimum of three preproduction samples must be submitted to the business mail entry manager serving the mailer's location for review by the mailpiece design analyst. Once approved, the mailer must print sample labels with barcodes to be certified under the technical requirements in Publication 109.

* * * * *

S917 Return Receipt for Merchandise

1.0 BASIC INFORMATION

* * * * *

[Delete 1.4 and 1.5. Renumber 1.6 as 1.4.]

* * * * *

2.0 MAILING

* * * * *

[Add new 2.4 and 2.5. Renumber current 2.4 as 2.6.]

2.4 Form 3804

Return receipt for merchandise mail must bear a barcoded brown Form 3804, *Return Receipt for Merchandise* (see Exhibit 2.4). The label part of the form and the endorsement "Return Receipt Requested" must be placed above the delivery address and to the right of the return address, or to the left of the delivery address on parcels.

Exhibit 2.4 Return Receipt for Merchandise, Form 3804

2.5 Privately Printed Form 3804

If authorized, a mailer may use a privately printed Form 3804, *Return Receipt for Merchandise*. The privately printed form must be nearly identical in design and color to the USPS form with a barcode and human readable numbers that meet the USPS specifications in Publication 109. A minimum of three preproduction samples must be submitted to the business mail entry manager serving the mailer's location for review by the mailpiece design analyst. Once approved, the mailer must print sample labels with barcodes to be certified under the technical requirements in Publication 109.

* * * * *

S921 Collect on Delivery (COD) Mail

* * * * *

2.0 COD FORMS

2.1 Availability and Conditions

[Amend 2.1 by adding reference to the barcode requirements to read as follows:]

Mailers must complete barcoded Form 3816, *COD Mailing and Delivery Receipt* (see Exhibit 2.1), and attach it either above the delivery address and to the right of the return address, or to the left of the delivery address on parcels. If more than three articles are sent at a time, the mailer may use Form 3816-AS, *COD Mailing and Delivery Receipt*.

[Add new Exhibit 2.1:]

Exhibit 2.1 Form 3816, COD Mailing and Delivery Receipt

[Label will appear in DMM.]

* * * * *

3.0 MAILING

* * * * *

[Amend title of 3.2 to read as follows:]

3.2 Numbering for Large Volumes

[Revise 3.2 to read as follows:]

A mailer who regularly mails a large volume of COD mail must ensure that a unique COD number is used for each article mailed.

The *International Mail Manual* (IMM) is also revised to include the new barcode requirements for special services forms and labels. These changes were effective January 24, 2000; mailers must comply by June 10, 2000. These revisions will appear in the next printed version of the IMM and are included in the monthly update of the online IMM available via Postal Explorer (<http://pe.usps.gov>).

International Mail Manual (IMM)

3 SPECIAL SERVICES

* * * * *

320 Insurance

* * * * *

324 Processing Requests

324.1 Mailing Receipt and Insurance Number

[Amend heading and text of 324.11 to read as follows:]

324.11 General Use

All international parcels must be numbered. PS Form 3813-P, *Receipt for Insured Mail — Domestic–International* (label), provides a numbered insurance label for the parcel and an identically numbered mailing receipt for the sender. The receipt is issued to the sender as proof of mailing and proof of payment of insurance fee. For volume mailers, use PS Form 3877, *Firm Mailing Book for Accountable Mail*, as sender’s receipt. Only labels printed by the Postal Service may be used on international insured mail.

* * * * *

330 Registered Mail

* * * * *

334 Processing Requests

334.1 Mailing Receipt and Registration Number

[Amend heading and text of 334.11 to read as follows:]

334.11 General Use

A receipt is issued for registered mail when it is accepted. For individual transactions, PS Form 3806, *Receipt for Registered Mail*, is used. When an average of three or more items are presented for registration at one time, PS Form 3877, *Firm Mailing Book for Accountable Mail*, may be used (see DMM S911.3.8). The registered number is determined by Label 200, *Registered Mail*, a preprinted, self-adhesive label with a number series of nine digits preceded by a Service Type Code of two alpha characters and followed by the Country Code of two alpha characters “US.” Only labels printed by the Postal Service may be used on international registered mail.

* * * * *

385 Recorded Delivery

* * * * *

385.4 Processing Requests

[Amend heading and text of 385.41 to read as follows:]

385.41 General Use

PS Form 8099, *Receipt for Recorded Delivery*, is used for recorded delivery. Only labels printed by the Postal Service may be used on recorded delivery mail.

* * * * *

DMM REVISION

Labeling List Changes

Effective April 20, 2000, *Domestic Mail Manual* (DMM) L004, L601, L602, L603, L604, L605, L801, and L803 are amended to reflect changes in mail processing operations. Although mailers are encouraged to label according to these revised lists immediately, they must comply with these changes no later than July 2, 2000. These changes will be incorporated into the electronic DMM available via Postal Explorer (<http://pe.usps.gov>) on May 4, 2000, and will be included in the printed version of DMM Issue 56.

Domestic Mail Manual (DMM)

* * * * *

L Labeling Lists**L000 General Use**

* * * * *

L004 3-Digit ZIP Code Prefix Groups — ADC Sortation

* * * * *

Column A 3-Digit ZIP Code Prefix Group	Column B Label to
Change From: 840–847, 893, 898	ADC SALT LAKE CTY UT 840
864, 889–891, 894, 895, 897, 961	ADC LAS VEGAS NV 890
Change To: 840–847, 898	ADC SALT LAKE CTY UT 840
864, 889–891, 893–895, 897, 961	ADC LAS VEGAS NV 890

* * * * *

L600 Standard Mail**L601 BMCs — Machinable Parcels**

* * * * *

Column A Destination ZIP Codes	Column B Label to
Change From: 590–599, 690–693, 800–816, 820–834, 836, 837, 840–847, (850, 852, 853, 855–857, 859, 860, 863, 864), 865, 870–875, 877–884, 893, 898, 979	BMC DENVER CO 80088 ⁴
889–891, 900–908, 910–928, 930–935	BMC LOS ANGELS CA 90901 000
Change To: 590–599, 690–693, 800–816, 820–834, 836, 837, 840–847, (850, 852, 853, 855–857, 859, 860, 863, 864), 865, 870–875, 877–884, 898, 979	BMC DENVER CO 80088 ⁴
889–891, 893, 900–908, 910–928, 930–935	BMC LOS ANGELS CA 90901 000

L602 BMCs/ASFs — DBMC Rates

* * * * *

Column A Destination ZIP Codes	Column B Label to
Change From: 832-834, 836, 837, 840-847, 893, 898, 979 889-891, 900-908, 910-928, 930-935	ASF SALT LAKE CTY UT 840 BMC LOS ANGELES CA 90901
Change To: 832-834, 836, 837, 840-847, 898, 979 889-891, 893, 900-908, 910-928, 930-935	ASF SALT LAKE CTY UT 840 BMC LOS ANGELES CA 90901

L603 ADCs — Irregular Parcels

Column A Destination ZIP Codes	Column B Label to
Change From: 590-599, 690-693, 800-816, 820-834, 836, 837, 840-847, (850, 852, 853, 855-857, 859, 860, 863, 864), 865, 870-875, 877-884, 893, 898, 979 889-891, 900-908, 910-928, 930-935	BMC DENVER CO 80077 ³ BMC LOS ANGELES CA 90901 002
Change To: 590-599, 690-693, 800-816, 820-834, 836, 837, 840-847, (850, 852, 853, 855-857, 859, 860, 863, 864), 865, 870-875, 877-884, 898, 979 889-891, 893, 900-908, 910-928, 930-935	BMC DENVER CO 80077 ³ BMC LOS ANGELES CA 90901 002

L604 Originating ADCs — Irregular Parcels

* * * * *

Column A Originating ZIP Codes	Column B Label to
Change From: 590-599, 690-693, 800-816, 820-834, 836, 837, 840-847, 850, 852, 853, 855-857, 859, 860, 863-865, 870-875, 877-884, 893, 898, 979 889-891, 900-908, 910-928, 930-935	MXD BMC DENVER CO 80077 MXD BMC LOS ANGELS CA 90901 002
Change To: 590-599, 690-693, 800-816, 820-834, 836, 837, 840-847, 850, 852, 853, 855-857, 859, 860, 863-865, 870-875, 877-884, 898, 979 889-891, 893, 900-908, 910-928, 930-935	MXD BMC DENVER CO 80077 MXD BMC LOS ANGELS CA 90901 002

L605 BMCs — Nonmachinable Parcel Post

* * * * *

Column A Destination ZIP Codes	Column B Label to
Change From: 832–834, 836, 837, 840–847, 893, 898, 979 889–891, 900–908, 910–928, 930–935	ASF SALT LAKE CTY UT 840 BMC LOS ANGELES CA 90901
Change To: 832–834, 836, 837, 840–847, 898, 979 889–891, 893, 900–908, 910–928, 930–935	ASF SALT LAKE CTY UT 840 BMC LOS ANGELES CA 90901

L800 Automation Rate Mailings

L801 AADCs — Letter-Size Mailings

* * * * *

Column A Destination ZIP Codes	Column B Label to
Change From: 840–847, 893, 898 864, 889–891	AADC SALT LAKE CTY UT 840 AADC LAS VEGAS NV 890
Change To: 840–847, 898 864, 889–891, 893	AADC SALT LAKE CTY UT 840 AADC LAS VEGAS NV 890

* * * * *

L803 Non-BMC/ASF Entry — Periodicals and Standard Mail (A)

* * * * *

Column A Originating ZIP Codes	Column B Label to
Change From: 840–847, 893, 898 864, 889–891, 894, 895, 897, 961	MXD SALT LAKE CTY UT 840 MXD LAS VEGAS NV 890
Change To: 840–847, 898 864, 889–891, 893–895, 897, 961	MXD SALT LAKE CTY UT 840 MXD LAS VEGAS NV 890

DMM REVISION

Electronic Record Management System

Effective May 4, 2000, *Domestic Mail Manual* (DMM) R900 and S900 are revised to include new signature capture process and electronic record management system information. This revision will appear in the printed version of DMM Issue 56 and in the online version available via Postal Explorer (<http://pe.usps.gov>).

Domestic Mail Manual (DMM)

R Rates and Fees

* * * * *

R900 Services

* * * * *

19.0 RETURN RECEIPT

Fee, in addition to postage and other fees, per mailpiece:

Type	Fee
Requested at time of mailing (showing to whom delivered, signature, date of delivery, and addressee's address, if different)	\$1.25
Requested after mailing (showing to whom delivered, signature, date of delivery, and delivery address, if available)	7.00

* * * * *

S Special Services

* * * * *

S900 Special Postal Services

S910 Security and Accountability

S911 Registered Mail

1.0 BASIC INFORMATION

1.1 Description

Registered mail is the most secure service that the USPS offers. It incorporates a system of receipts to monitor the movement of the mail from the point of acceptance to delivery. Registered mail service provides the sender with a mailing receipt, and a delivery record is maintained by the Postal Service.

* * * * *

S912 Certified Mail

1.0 BASIC INFORMATION

1.1 Description

Certified mail service provides the sender with a mailing receipt, and a delivery record is maintained by the Postal Service. No record is kept at the office from which certified mail

is mailed. No insurance coverage is provided. Certified mail is dispatched and handled in transit as ordinary mail.

* * * * *

S913 Insured Mail

1.0 BASIC INFORMATION

1.1 Description

Retail insured mail provides up to \$5,000 indemnity coverage for a lost, rifled, or damaged article, subject to the standards for the service and payment of the applicable fee. A bulk insurance discount is available for insured articles entered by authorized mailers who meet the criteria in 3.0. No record of insured mail is kept at the office of mailing. Insured mail service provides the sender with a mailing receipt. For mail insured for more than \$50, a delivery record is maintained by the Postal Service. Insured mail is dispatched and handled in transit as ordinary mail.

* * * * *

S915 Return Receipt

1.0 BASIC INFORMATION

1.1 Description

Return receipt service provides a mailer with evidence of delivery (to whom the mail was delivered and date of delivery). A return receipt may be requested before or after mailing. A return receipt requested before mailing also supplies the recipient's actual delivery address, if the delivery address is different from the address used by the sender.

* * * * *

2.0 OBTAINING SERVICE

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2.2 After Mailing

The mailer may request a return receipt after mailing by completing Form 3811-A and paying the appropriate fee. The acceptance office will initiate the inquiry or send the form to the delivery post office for completion. When a delivery record is available, USPS provides the mailer information from that record, including to whom the mail was delivered and the date of delivery. A request for a return receipt after mailing for Express Mail must be requested within 90 days after the date of mailing, and all other requests are limited to 2 years.

* * * * *

[Revise heading of 4.0.]

4.0 REQUESTS FOR DELIVERY INFORMATION

4.1 Receipt Not Received

After a reasonable period, not longer than 2 years after the date of mailing, a mailer who did not receive return receipt service for which the mailer had paid may request information from the delivery record, using Form 3811-A. Any request for such information for Express Mail must be filed within 90 days after the date of mailing.

4.2 Form 3811-A

The mailer may request information from the delivery record at any post office by completing Form 3811-A. The applicable fee is waived if the mailer can produce a mailing receipt showing the applicable return receipt fee was paid.

* * * * *

S917 Return Receipt for Merchandise

1.0 BASIC INFORMATION

1.1 Description

Return receipt for merchandise service is a form of return receipt service that provides the sender with a mailing receipt and a return receipt. A delivery record is maintained by the Postal Service, but no record is kept at the office of

mailing. A return receipt for merchandise also supplies the recipient's actual delivery address if it is different from the address used by the sender. Mail using this service is dispatched and handled in transit as ordinary mail. This service does not include insurance coverage. A return receipt for merchandise may not be requested after mailing, and restricted delivery service is not available.

* * * * *

S921 Collect on Delivery (COD) Mail

1.0 BASIC INFORMATION

1.1 Description

Any mailer may use collect on delivery (COD) service to mail an article for which the mailer has not been paid and have its price and the cost of the postage collected from the recipient. If the recipient remits the amount due by check payable to the mailer, the USPS forwards the check to the mailer. If the recipient pays in cash, the USPS sends a postal money order to the mailer. The amount collected from the recipient may not exceed \$600. COD service provides the mailer with a mailing receipt, and a delivery record is maintained by the Postal Service.

— Expedited/Package Services, 4-20-00

DMM CORRECTION

Parcel Post ZIP Code Correction

Effective May 4, 2000, *Domestic Mail Manual* (DMM) E652 Exhibit 8.0 is corrected to add ZIP Codes for Parcel Post destination entry unit (DDU) discounts. This revision corrects the notice originally published in *Postal Bulletin* 22020 (3-23-00).

These revisions will appear in the next printed version of the DMM and are included in the monthly update of the on-line DMM available via Postal Explorer (<http://pe.usps.gov>).

Domestic Mail Manual (DMM)

E Eligibility

* * * * *

E652 Parcel Post

* * * * *

Exhibit 8.0 Delivery Facilities Different From Those in the Drop Shipment Product

[Amend Exhibit 652.8.0 by changing the following entries:]

ZIP Codes Served	Destination Delivery Unit Location
MASSACHUSETTS	
[Add ZIP Code 02134 to the existing entry for Boston to read as follows:]	
02108–11, 14–16, 18–22, 24–25, 27, 34–35, 38–42, 63	Parcel Post Annex, 647 Summer St, Boston, MA 02210

[Add the following entry:]	
SOUTH CAROLINA	
29632, 34	Clemson Post Office, 519 College Ave, Clemson, SC 29631

— Operational Requirements, Operations Planning and Processing, 4-20-00

NEW PUBLICATION

Publication 804, Drop Shipment Procedures for Destination Entry

New Publication 804, *Drop Shipment Procedures for Destination Entry*, was developed to assist Postal Service employees in the handling of plant-verified drop shipments (PVDS) from the origin office to the destination entry office. These procedures consist of mailing standards found in the *Domestic Mail Manual* (DMM) and establish official Postal Service policy regarding the handling of drop shipments for Periodicals, Standard Mail (A), and Standard Mail (B), including Parcel Select.

Postal Service personnel and mailers can access Publication 804 on the Internet at <http://www.usps.com/cpim/ftp/pubs/pub804.pdf>.

— *Operational Requirements, Operations Planning and Processing, 4-20-00*

Delivery Confirmation Service Suspension

Effective April 20, 2000, Delivery Confirmation service to United States territories and possessions (with the exception of Puerto Rico and the U.S. Virgin Islands) and freely associated states, as listed below and in *Domestic Mail Manual* (DMM) G011.2.0, is indefinitely suspended. Accordingly, that service will no longer be available for mailpieces addressed to these destinations. This service suspension stems from insufficient telecommunication capabilities in these areas to support the capture and reliable transmission of data required for Delivery Confirmation service. As communication capabilities are updated in these areas, consideration will be given to providing Delivery Confirmation service and other services that require communications support.

Integrated retail terminals (IRTs) and POS ONE terminals will be updated later this year to disallow Delivery Confirmation service to the identified destinations. In the meantime, retail personnel must refer to the list at right to determine which destinations are not served.

United States Territories, Possessions, and Freely Associated States Without Delivery Confirmation Service:

American Samoa, including Manua Island, Swain's Island, and Tutuila Island
 Baker Island
 Guam
 Howland Island
 Jarvis Island
 Johnston Atoll, including East Island, Johnston Island, North Island, and Sand Island
 Kingman Reef
 Marshall Islands (Republic of the), including Ebeye Island and Majuro Island
 Micronesia (Federated States of), including Chuuk [Truk] Island, Kosrae Island, Pohnpei Island, and Yap Island
 Midway Atoll, including Eastern Island, Sand Island, and Spit Island
 Navassa Island
 Northern Mariana Islands (Commonwealth of the), including Rota Island, Saipan Island, and Tinian Island
 Palau (Republic of), including Koror Island
 Palmyra Atoll
 Wake Atoll, including Peale Island, Wake Island, and Wilkes Island

In addition, the suspension of Delivery Confirmation service to APO/FPO destinations remains in effect as stated in *Postal Bulletin* 21995 (4-8-99).

— *Expedited/Package Services, 4-20-00*

REVISED FORM

Form 3811-A, Request for Delivery Information/Return Receipt After Mailing

In the near future, the Postal Service will implement the new signature capture process, which will eliminate manual filing of delivery records for customer inquiry purposes. All delivery records will be stored electronically and will include the appropriate signature data collected for each record. The new signature capture process does not apply to APO/FPO sites, U.S. territories and possessions, or freely associated states, with the exception of Puerto Rico and the Virgin Islands. All offices, however, will use the newly revised PS Form 3811-A, *Request for Delivery Information/Return Receipt After Mailing* (see page 23), for delivery record inquiries and requests.

In support of this initiative, changes have been made to PS Form 3811-A. These changes include:

- Change in form name from *Domestic Return Receipt (After Mailing)*. The new name more closely reflects the true use of the form.
- Instructions for manual or electronic retrieval requests.
- Space for capturing requestor's name and address information or name and fax information.
- Format change from double postcard to single sheet of paper to meet both manual and electronic inquiry needs.

This form will be used in all cases to gather information from customers on delivery record searches, much like the current process. The difference is in handling the form once the information has been gathered. The steps are simple:

- For items mailed to an APO/FPO, U.S. territory or possession, or freely associated state (with the exception of Puerto Rico and the Virgin Islands), send the form to the office of delivery.
- For items delivered prior to the activation of the new signature capture process, send the form to the office of delivery.
- For items delivered after signature capture activation, use either local intranet access or, for offices without computer access, use the new PS Form 3811-A and route it to a designated inquiry location that supports electronic inquiries.

Employees may requisition copies of PS Form 3811-A as follows:

- Use Touch Tone Order Entry by calling 1-800-332-0317, option 1, then option 2.
- Send an F3Fill-completed PS Form 7380, *MDC Supply Requisition*, by cc:Mail to MDC Customer Service @ TOKS001L.

- Mail a completed PS Form 7380 to the following address:

SUPPLY REQUISITIONS
500 SW MONTARA PKWY
TOPEKA KS 66624-9702

The relevant ordering information for PS Form 3811-A is as follows:

PSN:	7530-02-000-9054
PSIN:	PS3811A
Unit of Issue:	EA
Quick Pick #:	204
Bulk Pack Quantity:	N/A
Price:	\$.0449
Edition Date:	3/00

It is expected that all orders received after April 22, 2000, will be filled using the revised form. All offices will receive an initial supply of forms plus instructions on how to request delivery records under the new electronic record management system. The new forms can be used for current delivery record requests and will meet the needs of the upcoming electronic delivery record management system. Local reproduction is allowed and the revised PS Form 3811-A has been placed on the Postal Service Intranet (<http://blue.usps.gov>; click on *Information*, then *Policies and Procedures*, and then *Forms*).

Additional information on the use of this new form will be contained in Handbook PO-610, *Signature Capture and Electronic Record Management Standard Operating Procedures* (available in mid to late April). Your district Delivery Confirmation coordinator will notify all offices when the new signature capture process is activated so requests can be made electronically.

Offices should have the March 2000 version of PS Form 3811-A on hand by May 1, 2000. The current version of PS Form 3811-A can be used to support inquiries; however, if a customer requests a faxed response, the fax number will need to be recorded in the address section on the form. Route the form according to the instructions included in this *Postal Bulletin* article.

— Expedited/Package Services, 4-20-00

United States Postal Service

Request for Delivery Information/Return Receipt After Mailing

INSTRUCTIONS FOR USE:

Accepting Office

1. *Internal Use Only.* Help the customer complete Section 2 of this form and carefully compare it to the customer's receipt. Complete the shaded portions in Section 1.
2. Collect fees if required.
3. Select ONE of the following three options:
 - A. If the item was mailed to an office not participating in the new signature capture process (refer to POM Section 619), regardless of the date of mailing, send this entire form, with Sections 1 and 2 completed, to the delivery office.
 - B. If the item was mailed before the start of the new signature capture process, send this entire form, with Sections 1 and 2 completed, to the delivery office.
 - C. If the item was mailed after the start of the new signature capture process, choose one of the following two options:
 - If the office has Intranet access, use Intranet to generate the request, then discard the form.
 - If the office does not have Intranet access, send this entire form, with Sections 1 and 2 completed, to a designated inquiry location.

Delivery Office - Use Only for Manually Filed Delivery Record Inquiries (3A or 3B checked above)

1. If the fee is not attached or the form is not postmarked to show that the fee was paid at the time of the mailing, return this form to the accepting office.
2. Complete the shaded items in Section 3 below. Enter the delivery information or indicate the reason for no information.
3. After completion, detach and insert the bottom portion of this document in an envelope addressed to the requestor and deposit it in the mailstream. Discard the remaining portion.

Section 1	Accepting Office: Postmark if Return Receipt fee was paid at time of mailing.	<input type="checkbox"/> Return Receipt fee WAS paid at time of mailing. (Customer has provided receipt. Postmark where indicated at left.) <input type="checkbox"/> Return Receipt fee WAS NOT paid at time of mailing. (Attach fee below.) <i>Attach fee here if applicable</i>
Accepting Office City/State/ZIP Code: _____		

Delivery Office/Manual Inquiries: Detach at dotted line and return bottom portion to customer when inquiry is resolved - discard remainder of form. **Electronic Inquiries:** Generate request from Intranet and discard the entire form.

Section 2	A. TYPE OF SERVICE	C. ARTICLE INFORMATION	
	<input type="checkbox"/> Certified <input type="checkbox"/> Numbered Insured <input type="checkbox"/> COD <input type="checkbox"/> Registered <input type="checkbox"/> Express Mail <input type="checkbox"/> Return Receipt for Merchandise	Article Number _____ Mailing Date (mm/dd/yy) _____	
	B. ARTICLE ADDRESSED TO	D. REQUESTOR	
	Addressee Name _____ Addressee Address _____ (No., Street, Apt./Ste. No.) _____ (City, State, ZIP Code) _____	Requestor Name _____ Requestor Address _____ (No., Street, Apt./Ste. No.) _____ (City, State, ZIP Code) _____ FAX Number (Complete ONLY if an electronic inquiry - include area code) _____	
Section 3	For Delivery Office Use Only	Delivered to the following individual, company or organization	Delivery Office Postmark
Postal records show no delivery information because: <input type="checkbox"/> Record not found <input type="checkbox"/> Forwarded (date: _____) <input type="checkbox"/> Returned (date: _____)		Delivery Date _____ Delivery Address (if different from address in section 2B) _____	

APO/FPO Changes

The following change appears in the APO/FPO table that is also published in its entirety in this *Postal Bulletin* (see pages 24–35).

APO/FPO	Action	Effective Date	See Restrictions
09510	Add "N" Restriction	Immediately	B-N

— *International Operations Support, Network Operations Management, 4-20-00*

Overseas Military Mail

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

Acceptance clerks should use this table with the Integrated Retail Terminal (IRT) or POS One terminal to

determine whether an APO/FPO ZIP Code is active and which conditions of mailing apply.

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

The complete table appears in the last *Postal Bulletin* of each month. Changes from the previous month's listing are in bold type.

Conditions Applied to Mail Addressed to Military Post Offices Overseas

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

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09088	Not Active	09139	B-B1-C-D	09190	Not Active
09089	B-B1-C-D-U	09140	B-B1-C-D-U	09191	Not Active
09090	B-B1-C-D-U	09141	Not Active	09192	Not Active
09091	Not Active	09142	B-B1-C-D-U	09193	Not Active
09092	Not Active	09143	B-B1-C-D-U	09194	Not Active
09093	Not Active	09144	Not Active	09195	Not Active
09094	B-B1-C-D	09145	Not Active	09196	Not Active
09095	B-B1-C-D-U	09146	Not Active	09197	Not Active
09096	B-B1-C-D-U	09147	Not Active	09198	Not Active
09097	Not Active	09148	Not Active	09199	Not Active
09098	B-B1-C-D-U	09149	Not Active	09201	Not Active
09099	B-B1-C-D-U	09150	Not Active	09202	Not Active
09100	B-B1-C-D-U	09151	Not Active	09203	Not Active
09101	Not Active	09152	Not Active	09204	Not Active
09102	B-B1-C-D-U	09153	Not Active	09205	Not Active
09103	B-B1-D-U	09154	B-B1-C-D-U	09206	Not Active
09104	B-B1-C-D-U	09155	Not Active	09207	Not Active
09105	Not Active	09156	Not Active	09208	Not Active
09106	Not Active	09157	Not Active	09209	Not Active
09107	B-B1-C-D-U	09158	Not Active	09210	Not Active
09108	Not Active	09159	Not Active	09211	B-B1-C-D-U
09109	Not Active	09160	Not Active	09212	B-B1-C-D-U
09110	B-B1-C-D-U	09161	Not Active	09213	B-B1-C-D-U
09111	B-B1-C-D-U	09162	Not Active	09214	B-B1-C-D-U
09112	B-B1-C-D-U	09163	Not Active	09215	Not Active
09113	Not Active	09164	Not Active	09216	Not Active
09114	B-B1-C-D-U	09165	B-B1-C-D-U	09217	Not Active
09115	Not Active	09166	B-B1-C-D-U	09218	Not Active
09116	Not Active	09167	Not Active	09219	Not Active
09117	Not Active	09168	Not Active	09220	Not Active
09118	Not Active	09169	B-B1-C-D-U	09221	Not Active
09119	Not Active	09170	Not Active	09222	Not Active
09120	Not Active	09171	Not Active	09223	Not Active
09121	Not Active	09172	B-B1-C-D-U	09224	Not Active
09122	Not Active	09173	B-B1-C-D-U	09225	B-B1-C-D-U
09123	B-B1-C-D-U	09174	Not Active	09226	B-B1-C-D-U
09124	Not Active	09175	B-B1-C-D-U	09227	B-B1-C-D-U
09125	Not Active	09176	Not Active	09228	Not Active
09126	B-B1-C-D	09177	B-B1-C-D-U	09229	B-B1-C-D-U
09127	Not Active	09178	Not Active	09230	Not Active
09128	B-B1-C-D-U	09179	Not Active	09231	Not Active
09129	Not Active	09180	B-B1-C-D-U	09232	Not Active
09130	Not Active	09181	Not Active	09233	Not Active
09131	B-B1-C-D-U	09182	B-B1-C-D-U	09234	Not Active
09132	Not Active	09183	B-B1-C-D-U	09235	Not Active
09133	Not Active	09184	Not Active	09236	Not Active
09134	Not Active	09185	B-B1-C-D-U	09237	B-B1-C-D-U
09135	Not Active	09186	B-B1-C-D-U	09238	Not Active
09136	B-B1-C-D	09187	Not Active	09239	Not Active
09137	B-B1-C-D-U	09188	Not Active	09240	Not Active
09138	B-B1-C-D-U	09189	Not Active	09241	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09242	Not Active	09293	Not Active	09345	Not Active
09243	Not Active	09294	Not Active	09346	Not Active
09244	B-B1-C-D-U	09295	Not Active	09347	Not Active
09245	B-B1-C-D-U	09296	Not Active	09348	Not Active
09246	Not Active	09297	Not Active	09349	Not Active
09247	Not Active	09298	Not Active	09350	Not Active
09248	Not Active	09299	Not Active	09351	Not Active
09249	Not Active	09301	A-B-B1-F-F1-R	09352	Not Active
09250	B-B1-C-D-U	09302	B-B1-E2-F-H1-R-R1-U2-Z1	09353	Not Active
09251	Not Active	09303	B-B1-E2-F-H1-R-R1-U2-Z1	09354	Not Active
09252	B-B1-C-D-U	09304	B-B1-E2-F-H1-R-R1-U2-Z1	09355	Not Active
09253	Not Active	09305	B-B1-E2-F-H1-R-R1-U2-Z1	09356	Not Active
09254	Not Active	09306	Not Active	09357	Not Active
09255	Not Active	09307	Not Active	09358	Not Active
09256	Not Active	09308	Not Active	09359	Not Active
09257	Not Active	09309	Not Active	09360	Not Active
09258	Not Active	09310	Not Active	09361	Not Active
09259	Not Active	09311	Not Active	09362	Not Active
09260	Not Active	09312	Not Active	09363	Not Active
09261	Not Active	09313	Not Active	09364	Not Active
09262	B-B1-C-D-U	09314	Not Active	09365	Not Active
09263	B-B1-C-D-U	09315	Not Active	09366	Not Active
09264	B-B1-C-D-U	09316	Not Active	09367	Not Active
09265	B-B1-C-D-N-U	09317	Not Active	09368	Not Active
09266	B-B1-C-D-U	09318	Not Active	09369	Not Active
09267	B-B1-C-D-U	09319	Not Active	09370	Not Active
09268	Not Active	09320	Not Active	09371	Not Active
09269	Not Active	09321	Not Active	09372	A-B-B1-F-F1-R
09270	Not Active	09322	Not Active	09373	Not Active
09271	Not Active	09323	Not Active	09374	Not Active
09272	Not Active	09324	Not Active	09375	Not Active
09273	Not Active	09325	Not Active	09376	Not Active
09274	Not Active	09326	Not Active	09377	Not Active
09275	Not Active	09327	Not Active	09378	Not Active
09276	Not Active	09328	Not Active	09379	Not Active
09277	Not Active	09329	Not Active	09380	Not Active
09278	Not Active	09330	Not Active	09381	Not Active
09279	Not Active	09331	Not Active	09382	Not Active
09280	Not Active	09332	Not Active	09383	Not Active
09281	Not Active	09333	Not Active	09384	Not Active
09282	Not Active	09334	Not Active	09385	Not Active
09283	Not Active	09335	Not Active	09386	Not Active
09284	Not Active	09336	Not Active	09387	Not Active
09285	Not Active	09337	Not Active	09388	Not Active
09286	Not Active	09338	Not Active	09389	Not Active
09287	Not Active	09339	Not Active	09390	Not Active
09288	Not Active	09340	A-B-B1-C1-F-R	09391	B-B1-X
09289	Not Active	09341	Not Active	09392	B-B1
09290	Not Active	09342	Not Active	09393	Not Active
09291	Not Active	09343	Not Active	09394	Not Active
09292	Not Active	09344	Not Active	09395	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09396	A-B-B1-F	09448	Not Active	09499	B-B1-C-C1-U
09397	A-B-B1-C1-F-R-X	09449	Not Active	09501	B
09398	B-B1-X	09450	Not Active	09502	B
09399	B-B1-C-D-U-X	09451	Not Active	09503	B
09401	Not Active	09452	Not Active	09504	B
09402	Not Active	09453	Not Active	09505	B
09403	Not Active	09454	B-B1-C-C1-U	09506	B
09404	Not Active	09455	Not Active	09507	B
09405	Not Active	09456	B-B1-C-C1-U	09508	B
09406	Not Active	09457	Not Active	09509	B
09407	Not Active	09458	Not Active	09510	B-N
09408	Not Active	09459	B-B1-C-C1-U	09511	B
09409	B-B1-C-C1-U	09460	Not Active	09512	Not Active
09410	Not Active	09461	B-B1-C-C1-U	09513	Not Active
09411	Not Active	09462	Not Active	09514	Not Active
09412	Not Active	09463	B-B1-C-C1-U	09515	Not Active
09413	Not Active	09464	B-B1-C-C1-U	09516	Not Active
09414	Not Active	09465	Not Active	09517	B
09415	Not Active	09466	Not Active	09518	Not Active
09416	Not Active	09467	Not Active	09519	Not Active
09417	Not Active	09468	B-B1-C-C1-U	09520	Not Active
09418	Not Active	09469	B-B1-C-C1-U	09521	B
09419	Not Active	09470	B-B1-C-C1-U	09522	Not Active
09420	Not Active	09471	Not Active	09523	Not Active
09421	B-B1-C-C1-U	09472	Not Active	09524	B
09422	Not Active	09473	Not Active	09525	Not Active
09423	Not Active	09474	Not Active	09526	Not Active
09424	Not Active	09475	Not Active	09527	Not Active
09425	Not Active	09476	Not Active	09528	Not Active
09426	Not Active	09477	Not Active	09529	Not Active
09427	Not Active	09478	Not Active	09530	Not Active
09428	Not Active	09479	Not Active	09531	Not Active
09429	Not Active	09480	Not Active	09532	B
09430	Not Active	09481	Not Active	09533	Not Active
09431	Not Active	09482	Not Active	09534	B
09432	Not Active	09483	Not Active	09535	Not Active
09433	Not Active	09484	Not Active	09536	B
09434	Not Active	09485	Not Active	09537	Not Active
09435	Not Active	09486	Not Active	09538	Not Active
09436	Not Active	09487	Not Active	09539	Not Active
09437	Not Active	09488	Not Active	09540	Not Active
09438	Not Active	09489	Not Active	09541	Not Active
09439	Not Active	09490	Not Active	09542	Not Active
09440	Not Active	09491	Not Active	09543	B
09441	Not Active	09492	Not Active	09544	Not Active
09442	Not Active	09493	Not Active	09545	B
09443	Not Active	09494	B-B1-C-C1-U	09546	Not Active
09444	Not Active	09495	Not Active	09547	Not Active
09445	Not Active	09496	B-B1-C-C1-U	09548	Not Active
09446	Not Active	09497	Not Active	09549	B
09447	B-B1-C-C1-U	09498	B-B1-C-C1-U	09550	B

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09551	Not Active	09603	B-B1-C-F-F1-U	09654	Not Active
09552	Not Active	09604	B-B1-C-F-F1-U	09655	Not Active
09553	Not Active	09605	Not Active	09656	Not Active
09554	B-B1	09606	Not Active	09657	Not Active
09555	Not Active	09607	Not Active	09658	Not Active
09556	B	09608	Not Active	09659	Not Active
09557	B	09609	B-B1-C-F-U	09660	Not Active
09558	B	09610	B-B1-C-F-U	09661	Not Active
09559	Not Active	09611	Not Active	09662	Not Active
09560	Not Active	09612	B-B1-C-F-U	09663	Not Active
09561	Not Active	09613	B-B1-C-F-U	09664	Not Active
09562	Not Active	09614	Not Active	09665	Not Active
09563	B	09615	Not Active	09666	Not Active
09564	B	09616	Not Active	09667	Not Active
09565	B	09617	B-B1-C-F-U	09668	Not Active
09566	B	09618	B-B1-C-F-U	09669	Not Active
09567	B	09619	B-B1-C-F-U	09670	Not Active
09568	B	09620	B-B1-C-F-U	09671	Not Active
09569	B	09621	B-B1-C-F-U	09672	Not Active
09570	B	09622	B-B1-C-F-U	09673	Not Active
09571	Not Active	09623	B-B1-C-F-U	09674	Not Active
09572	Not Active	09624	B-B1-C-F-U	09675	Not Active
09573	B	09625	B-B1-C-F-U	09676	Not Active
09574	B	09626	B-B1-C-F-U	09677	Not Active
09575	B	09627	B-B1-C-F-U	09678	Not Active
09576	B	09628	B-B1-C-F-F1-U	09679	Not Active
09577	B	09629	Not Active	09680	Not Active
09578	B	09630	B-B1-C-F-U	09681	Not Active
09579	B	09631	B-B1-C-F-U	09682	Not Active
09580	Not Active	09632	Not Active	09683	Not Active
09581	B	09633	Not Active	09684	Not Active
09582	B	09634	Not Active	09685	Not Active
09583	Not Active	09635	Not Active	09686	Not Active
09584	Not Active	09636	B-B1-C-F-U	09687	Not Active
09585	Not Active	09637	Not Active	09688	Not Active
09586	B	09638	B-B1-C-E2-F-U	09689	Not Active
09587	B	09639	Not Active	09690	Not Active
09588	B	09640	Not Active	09691	Not Active
09589	Not Active	09641	Not Active	09692	Not Active
09590	B	09642	B-B1-N-U	09693	Not Active
09591	B	09643	B-B1-U	09694	Not Active
09592	Not Active	09644	B-B1-U	09695	Not Active
09593	B	09645	B-B1-U	09696	Not Active
09594	B	09646	Not Active	09697	Not Active
09595	B	09647	B-B1-N-U	09698	Not Active
09596	B	09648	Not Active	09699	Not Active
09597	Not Active	09649	B-B1-N-U	09701	Not Active
09598	Not Active	09650	Not Active	09702	Not Active
09599	B	09651	Not Active	09703	B-B1-C-F1
09601	B-B1-C-F-F1-U	09652	Not Active	09704	B-B1-C-D
09602	Not Active	09653	Not Active	09705	B-B1-U

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09706	B-B1-C-U	09757	Not Active	09807	Not Active
09707	B-B1-C-N-U	09758	Not Active	09808	Not Active
09708	B-B1	09759	Not Active	09809	B-B1-E2-E3-F-H1-R-R1-U1-Z1
09709	B-B1-F1	09760	Not Active	09810	B-B1-E2-E3-F-H1-R-R1-U1-Z1
09710	B-B1-C-C1-F1-M-R-R1-U	09761	Not Active	09811	B-B1-E2-E3-F-H1-R-R1-U1-Z1
09711	B-B1-F1-Z1	09762	Not Active	09812	B-B1-E2-E3-F-F1-I-N-R-U-Z1
09712	Not Active	09763	Not Active	09813	Not Active
09713	B-B1-C-F1	09764	Not Active	09814	B-B1-E2-E3-F-F1-I-N-R-U-Z1
09714	B-B1-C-C1-F1-M-R-R1-U	09765	Not Active	09815	Not Active
09715	B-B1-F1	09766	Not Active	09816	Not Active
09716	B-B1-C-D-N-U	09767	Not Active	09817	Not Active
09717	B-B1-M-W	09768	Not Active	09818	Not Active
09718	B-B1-F-I-N-U	09769	Not Active	09819	A-B-F-P-Z1
09719	Not Active	09770	Not Active	09820	Not Active
09720	B-B1-U	09771	Not Active	09821	A-B-F-Z1
09721	B-B1-N-U	09772	Not Active	09822	A-B-F-Z1
09722	B-B1-C-D-N-U	09773	Not Active	09823	A-B-F-Z1
09723	B-B1-N-U	09774	Not Active	09824	A-B-F-Z1
09724	B-B1-C-C1-F1-M-R-R1-U	09775	Not Active	09825	Not Active
09725	B-C	09776	Not Active	09826	B-B1-E2-E3-F-H1-R-R1-U1-Z1
09726	B-B1-N-U	09777	A-B-B1-C-E1-N	09827	A-B-F-Z1
09727	Not Active	09778	Not Active	09828	B-N-Z1
09728	B-C	09779	A-B-B1-F-R	09829	Not Active
09729	Not Active	09780	A-B-B1-F-R	09830	B-B1-C-Z1
09730	Not Active	09781	A-B-B1-F-N-R	09831	B-B1-F-N-U-Z1
09731	Not Active	09782	Not Active	09832	B-B1-U1-Z1
09732	B-B1	09783	Not Active	09833	B-B1-U1-Z1
09733	B-B1-I	09784	Not Active	09834	B-B1-Z1
09734	Not Active	09785	Not Active	09835	A-B-B1-Z1
09735	B-B1	09786	Not Active	09836	A-B-B1-C-F-M-Z1
09736	Not Active	09787	Not Active	09837	B-B1-Z1
09737	Not Active	09788	A-B-B1-F-R	09838	B-B1-Z1
09738	Not Active	09789	A-B-B1-F-R	09839	A-B-B1-U-Z1
09739	Not Active	09790	A-B-B1-C1-F-R	09840	Not Active
09740	Not Active	09791	A-B-B1-C1-E1-F-M-R	09841	A-B-B1-U-Z1
09741	Not Active	09792	B-B1-C-F-U	09842	A-B-B1-Z1
09742	Not Active	09793	A-B-B1-F-R	09843	A-B-B1-Z1
09743	Not Active	09794	A-B-B1-F-R	09844	A-B-B1-N-U-Z1
09744	Not Active	09795	A-B-B1-C1-F-I-N-R	09845	Not Active
09745	Not Active	09796	A-B-B1-C1-F-I-N-R	09846	Not Active
09746	Not Active	09797	Not Active	09847	Not Active
09747	Not Active	09798	Not Active	09848	Not Active
09748	Not Active	09799	Not Active	09849	Not Active
09749	Not Active	09801	Not Active	09850	Not Active
09750	Not Active	09802	B-B1-E2-E3-F-H1-R-R1-U1-Z1	09851	Not Active
09751	Not Active	09803	B-B1-E2-E3-F-H1-R-R1-U1-Z1		
09752	Not Active	09804	Not Active		
09753	Not Active	09805	Not Active		
09754	Not Active	09806	Not Active		
09755	Not Active				
09756	Not Active				

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09852	B-B1-E2-E3-F-H1-R-R1-U1-Z1	09898	B-B1-E2-F-H1-I-R-R1-U2-Z1	09948	Not Active
09853	B-B1-E2-F-H1-R-R1-U2-Z1	09899	B-F-N-Z1	09949	Not Active
09854	B-B1-E2-F-H1-N-R-R1-U2-Z1	09901	Not Active	09950	Not Active
09855	B-B1-E2-F-H1-R-R1-U2-Z1	09902	Not Active	09951	Not Active
09856	Not Active	09903	Not Active	09952	Not Active
09857	Not Active	09904	Not Active	09953	Not Active
09858	B-B1-E2-E3-F-H1-R-R1-U1-Z1	09905	Not Active	09954	Not Active
09859	Not Active	09906	Not Active	09955	Not Active
09860	Not Active	09907	Not Active	09956	Not Active
09861	Not Active	09908	Not Active	09957	Not Active
09862	Not Active	09909	Not Active	09958	Not Active
09863	Not Active	09910	Not Active	09959	Not Active
09864	Not Active	09911	Not Active	09960	Not Active
09865	A-B-B1-Z1	09912	Not Active	09961	Not Active
09866	Not Active	09913	Not Active	09962	Not Active
09867	A-B-B1-F-R-R1-Z1	09914	Not Active	09963	Not Active
09868	A-B-B1-U-Z1	09915	Not Active	09964	Not Active
09869	Not Active	09916	Not Active	09965	Not Active
09870	Not Active	09917	Not Active	09966	Not Active
09871	B-B1-E2-E3-F-H1-R-R1-U1-Z1	09918	Not Active	09967	Not Active
09872	Not Active	09919	Not Active	09968	Not Active
09873	Not Active	09920	Not Active	09969	Not Active
09874	Not Active	09921	Not Active	09970	Not Active
09875	Not Active	09922	Not Active	09971	Not Active
09876	B-B1-E2-F-H1-R-R1-U2-Z1	09923	Not Active	09972	Not Active
09877	Not Active	09924	Not Active	09973	Not Active
09878	Not Active	09925	Not Active	09974	Not Active
09879	Not Active	09926	Not Active	09975	Not Active
09880	B-B1-E2-F-H1-R-R1-U2-Z1	09927	Not Active	09976	Not Active
09881	Not Active	09928	Not Active	09977	Not Active
09882	B-B1-E2-E3-F-H1-R-R1-U1-Z1	09929	Not Active	09978	Not Active
09883	Not Active	09930	Not Active	09979	Not Active
09884	Not Active	09931	Not Active	09980	Not Active
09885	Not Active	09932	Not Active	09981	Not Active
09886	Not Active	09933	Not Active	09982	Not Active
09887	Not Active	09934	Not Active	09983	Not Active
09888	B-B1-E2-F-H1-R-R1-U2-Z1	09935	Not Active	09984	Not Active
09889	B-B1-E2-F-H1-R-R1-U2-Z1	09936	Not Active	09985	Not Active
09890	B-B1-E2-F-H1-R-R1-U2-Z1	09937	Not Active	09986	Not Active
09891	Not Active	09938	Not Active	09987	Not Active
09892	A-B-B1-F-R-R1-Z1	09939	Not Active	09988	Not Active
09893	Not Active	09940	Not Active	09989	Not Active
09894	Not Active	09941	Not Active	09990	Not Active
09895	Not Active	09942	Not Active	09991	Not Active
09896	Not Active	09943	Not Active	09992	Not Active
09897	B-B1-Z1	09944	Not Active	09993	Not Active
		09945	Not Active	09994	Not Active
		09946	Not Active	09995	Not Active
		09947	Not Active	09996	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09997	Not Active	34049	Not Active	96201	A-B
09998	Not Active	34050	B	96202	Not Active
09999	Not Active	34051	B	96203	A-B
34001	Not Active	34052	Not Active	96204	A-B-B1
34002	B-B1-N-U	34053	B	96205	A-B-B1-U
34003	Not Active	34054	Not Active	96206	A-B-B1-U
34004	Not Active	34055	B-N	96207	A-B-B1
34005	Not Active	34056	Not Active	96208	A-B-B1-U
34006	Not Active	34057	Not Active	96209	Not Active
34007	Not Active	34058	B-B1	96210	Not Active
34008	Not Active	34059	Not Active	96211	Not Active
34009	Not Active	34060	Not Active	96212	A-B-B1-U
34010	Not Active	34061	Not Active	96213	A-B-B1-U
34011	Not Active	34062	Not Active	96214	A-B-B1-U
34012	Not Active	34063	Not Active	96215	A-B-B1-U
34013	Not Active	34064	Not Active	96216	Not Active
34014	Not Active	34065	Not Active	96217	A-B-B1-U
34015	Not Active	34066	Not Active	96218	A-B-B1-U
34016	Not Active	34067	Not Active	96219	A-B-B1-U
34017	Not Active	34068	Not Active	96220	A-B-B1-U
34018	Not Active	34069	Not Active	96221	A-B-B1-U
34019	Not Active	34070	Not Active	96222	Not Active
34020	B-B1-M-N-Z1	34071	Not Active	96223	Not Active
34021	B-M-N-Z1	34072	Not Active	96224	A-B-B1-U
34022	B-B1-D-F-M	34073	Not Active	96225	Not Active
34023	B-B1-M-N	34074	Not Active	96226	Not Active
34024	B-B1-M-N	34075	Not Active	96227	Not Active
34025	B-B1-F-N-U	34076	Not Active	96228	Not Active
34026	Not Active	34077	B-Y	96229	Not Active
34027	Not Active	34078	B-B1-F1-N	96230	Not Active
34028	Not Active	34079	B-B1-F1-N	96231	Not Active
34029	Not Active	34080	Not Active	96232	Not Active
34030	B-B1-I-M	34081	Not Active	96233	Not Active
34031	B-B1-M-N	34082	Not Active	96234	Not Active
34032	B-M-N-Z1	34083	Not Active	96235	Not Active
34033	B-C-F-M-N	34084	Not Active	96236	Not Active
34034	B-B1-M-N	34085	Not Active	96237	Not Active
34035	B-B1-H-M-N-Z1	34086	Not Active	96238	Not Active
34036	B-M-N	34087	Not Active	96239	Not Active
34037	B-B1-C-F-H-I-M-N	34088	Not Active	96240	Not Active
34038	B-B1-M-N	34089	Not Active	96241	Not Active
34039	B	34090	B	96242	Not Active
34040	B	34091	B	96243	Not Active
34041	B-B1-M-N-U	34092	B	96244	Not Active
34042	B-B1-D-F-M-Z1	34093	B	96245	Not Active
34043	Not Active	34094	Not Active	96246	Not Active
34044	Not Active	34095	B	96247	Not Active
34045	Not Active	34096	Not Active	96248	Not Active
34046	Not Active	34097	Not Active	96249	Not Active
34047	Not Active	34098	B	96250	Not Active
34048	Not Active	34099	B	96251	A-B-B1-U

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96252	Not Active	96304	Not Active	96355	Not Active
96253	Not Active	96305	Not Active	96356	Not Active
96254	Not Active	96306	B-B1-F-F1-F2-M-W	96357	Not Active
96255	Not Active	96307	Not Active	96358	Not Active
96256	Not Active	96308	Not Active	96359	Not Active
96257	A-B-B1-U	96309	B-B1-M-W	96360	Not Active
96258	A-B-B1-U	96310	B-B1-M-W	96361	Not Active
96259	A-B-B1-U	96311	Not Active	96362	B-B1-F-F1-F2-M-W
96260	A-B-B1-U	96312	Not Active	96363	Not Active
96261	Not Active	96313	B-B1-F-F1-F2-M-W	96364	B-B1-L-M-W
96262	A-B-B1-U	96314	Not Active	96365	B-B1-M-W
96263	Not Active	96315	Not Active	96366	Not Active
96264	A-B-B1-U	96316	Not Active	96367	B-B1-L-M-W
96265	Not Active	96317	Not Active	96368	B-B1-M-W
96266	A-B-B1-U	96318	Not Active	96369	Not Active
96267	A-B-B1-U	96319	B-B1-M-W	96370	B-B1-F-F1-F2-M-W
96268	Not Active	96320	Not Active	96371	Not Active
96269	A-B-B1-U	96321	B-B1-F-F1-F2-M-W	96372	B-B1-M-W
96270	Not Active	96322	B-B1-F-F1-F2-M-W	96373	B-B1-M-W
96271	A-B-B1-U	96323	B-B1-M-W	96374	B-B1-M-W
96272	Not Active	96324	Not Active	96375	B-B1-M-W
96273	Not Active	96325	Not Active	96376	B-B1-M-W
96274	Not Active	96326	B-B1-M-W	96377	B-B1-M-W
96275	A-B-B1	96327	Not Active	96378	B-B1-M-W
96276	A-B-B1	96328	B-B1-M-W	96379	B-B1-M-W
96277	Not Active	96329	Not Active	96380	Not Active
96278	A-B-B1-U	96330	B-B1-M-W	96381	Not Active
96279	Not Active	96331	Not Active	96382	Not Active
96280	Not Active	96332	Not Active	96383	Not Active
96281	Not Active	96333	Not Active	96384	B-B1-M-W
96282	Not Active	96334	Not Active	96385	Not Active
96283	A-B-B1-U	96335	Not Active	96386	B-B1-M-W
96284	A-B-B1-U	96336	B-B1-M-W	96387	B-B1-M-W
96285	Not Active	96337	B-B1-M-W	96388	B-B1-M-W
96286	Not Active	96338	B-B1-M-W	96389	Not Active
96287	Not Active	96339	B-B1-M-W	96390	Not Active
96288	Not Active	96340	Not Active	96391	Not Active
96289	Not Active	96341	Not Active	96392	Not Active
96290	Not Active	96342	Not Active	96393	Not Active
96291	Not Active	96343	B-B1-M-W	96394	Not Active
96292	Not Active	96344	Not Active	96395	Not Active
96293	Not Active	96345	Not Active	96396	Not Active
96294	Not Active	96346	Not Active	96397	Not Active
96295	Not Active	96347	B-B1-F-F1-F2-M-W	96398	Not Active
96296	Not Active	96348	B-B1-F-F1-F2-M-W	96399	Not Active
96297	A-B-B1-U	96349	B-B1-F-F1-F2-M-W	96401	A-B-B1-M-N-U
96298	Not Active	96350	B-B1-F-F1-F2-M-W	96402	A-B-B1-M-N-U
96299	Not Active	96351	B-B1-F-F1-F2-M-W	96403	A-B-B1-M-N-U
96301	Not Active	96352	Not Active	96404	Not Active
96302	Not Active	96353	Not Active	96405	Not Active
96303	Not Active	96354	Not Active	96406	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96407	Not Active	96458	Not Active	96510	Not Active
96408	Not Active	96459	Not Active	96511	B-B1-I-N
96409	Not Active	96460	Not Active	96512	Not Active
96410	Not Active	96461	Not Active	96513	Not Active
96411	Not Active	96462	Not Active	96514	Not Active
96412	Not Active	96463	Not Active	96515	B-B1-F
96413	Not Active	96464	Not Active	96516	Not Active
96414	Not Active	96465	Not Active	96517	B-B1-F-U3
96415	Not Active	96466	Not Active	96518	B-B1
96416	Not Active	96467	Not Active	96519	Not Active
96417	Not Active	96468	Not Active	96520	B-F-U3
96418	Not Active	96469	Not Active	96521	B-F-N
96419	Not Active	96470	Not Active	96522	B-F-N-U
96420	Not Active	96471	Not Active	96523	Not Active
96421	Not Active	96472	Not Active	96524	Not Active
96422	Not Active	96473	Not Active	96525	Not Active
96423	Not Active	96474	Not Active	96526	Not Active
96424	Not Active	96475	Not Active	96527	Not Active
96425	Not Active	96476	Not Active	96528	Not Active
96426	Not Active	96477	Not Active	96529	Not Active
96427	Not Active	96478	Not Active	96530	A-B-B1-H-M-N-U
96428	Not Active	96479	Not Active	96531	B-B1-H-M-U
96429	Not Active	96480	Not Active	96532	Not Active
96430	Not Active	96481	Not Active	96533	Not Active
96431	Not Active	96482	Not Active	96534	A-B-F
96432	Not Active	96483	Not Active	96535	A-B-B1-F
96433	Not Active	96484	Not Active	96536	B-B1
96434	Not Active	96485	Not Active	96537	B-B1
96435	Not Active	96486	Not Active	96538	B-B1
96436	Not Active	96487	Not Active	96539	Not Active
96437	Not Active	96488	Not Active	96540	B-B1
96438	Not Active	96489	Not Active	96541	B-B1
96439	Not Active	96490	B-B1	96542	B-B1
96440	Not Active	96491	Not Active	96543	B-B1-P
96441	Not Active	96492	Not Active	96544	Not Active
96442	Not Active	96493	Not Active	96545	A-B-B1-H-I-M-N-U
96443	Not Active	96494	Not Active	96546	B-F-U3
96444	Not Active	96495	Not Active	96547	Not Active
96445	Not Active	96496	Not Active	96548	A-B-B1-H-M-U
96446	Not Active	96497	Not Active	96549	A-B-B1-H-M-U
96447	Not Active	96498	Not Active	96550	Not Active
96448	Not Active	96499	Not Active	96551	A-B-B1-H-M-U
96449	Not Active	96501	Not Active	96552	Not Active
96450	Not Active	96502	Not Active	96553	A-B-B1-H-M-N-U
96451	Not Active	96503	Not Active	96554	A-B-B1-H-M-U
96452	Not Active	96504	Not Active	96555	B-B1-F-M
96453	Not Active	96505	Not Active	96556	Not Active
96454	Not Active	96506	Not Active	96557	B-B1-F-M
96455	Not Active	96507	A-B-F	96558	B
96456	Not Active	96508	B	96559	Not Active
96457	Not Active	96509	Not Active	96560	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96561	Not Active	96608	B	96654	Not Active
96562	Not Active	96609	B	96655	Not Active
96563	Not Active	96610	B	96656	Not Active
96564	Not Active	96611	B	96657	B
96565	Not Active	96612	B	96658	Not Active
96566	Not Active	96613	B-B1-E2-F-H1-I-R1-U2-Z1	96659	Not Active
96567	Not Active	96614	Not Active	96660	B
96568	Not Active	96615	B	96661	B
96569	Not Active	96616	Not Active	96662	B
96570	Not Active	96617	B	96663	B
96571	Not Active	96618	Not Active	96664	B
96572	Not Active	96619	Not Active	96665	B
96573	Not Active	96620	Not Active	96666	B
96574	Not Active	96621	B	96667	B
96575	Not Active	96622	B	96668	B
96576	Not Active	96623	B	96669	B
96577	Not Active	96624	B	96670	B
96578	Not Active	96625	Not Active	96671	B
96579	Not Active	96626	Not Active	96672	B
96580	A-B-B1-H-I-M-N-U	96627	Not Active	96673	B
96581	Not Active	96628	B	96674	B
96582	Not Active	96629	B	96675	B
96583	Not Active	96630	Not Active	96676	B
96584	Not Active	96631	Not Active	96677	B
96585	Not Active	96632	Not Active	96678	B
96586	Not Active	96633	Not Active	96679	B
96587	Not Active	96634	B	96680	Not Active
96588	Not Active	96635	B	96681	B
96589	Not Active	96636	Not Active	96682	B
96590	Not Active	96637	Not Active	96683	B
96591	Not Active	96638	Not Active	96684	B
96592	Not Active	96639	Not Active	96685	Not Active
96593	Not Active	96640	Not Active	96686	B
96594	A-B-B1-H-I-M-N-U	96641	Not Active	96687	B
96595	B-B1	96642	Not Active	96688	Not Active
96596	A-B-B1-H-I-M-N-U	96643	B	96689	Not Active
96597	A-B-B1-H-I-M-N-U	96644	Not Active	96690	Not Active
96598	B-B1	96645	Not Active	96691	Not Active
96599	B-B1	96646	Not Active	96692	Not Active
96601	B	96647	Not Active	96693	Not Active
96602	B	96648	Not Active	96694	Not Active
96603	B	96649	Not Active	96695	Not Active
96604	B	96650	Not Active	96696	Not Active
96605	B-O	96651	Not Active	96697	Not Active
96606	B	96652	Not Active	96698	B
96607	B	96653	Not Active	96699	Not Active

RESTRICTIONS

LEGEND

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

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
- FPO = Fleet Post Office
- DMM = *Domestic Mail Manual*
- MOM = Military Ordinary Mail
- MPO = Military Post Office
- PAL = Parcel Airlift
- PSC = Postal Service Center
- SAM = Space Available Mail
- USDA = United States Department of Agriculture

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

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

B. Form 2976-A is required for all mail weighing 16 ounces or more, with exceptions noted below. In addition, mailers must properly complete required customs documentation when mailing any potentially dutiable mail addressed to an APO or FPO regardless of weight. The following are exceptions to the requirement for customs documentation on non-dutiable mail that weighs 16 ounces or more:

- Known mailers are exempt from providing customs documentation on non-dutiable letters, and printed matter weighing 16 ounces or more. (A known mailer is anyone who legally applies a permit imprint to a mailpiece. Mail with meter postage is not considered to be from a known mailer.)
- All federal, state, and local government agencies are exempt from providing customs documentation on mail addressed to an APO or FPO, except for those APOs/FPOs 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."

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

Exceptions: All other exceptions listed in restriction B above are applicable to this restriction.

B2. All federal, state, and local government agencies must complete customs documentation when sending mail addressed to or from this APO or FPO weighing 16 ounces or more.

C. Cigarettes and other tobacco products are prohibited.

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

D. Coffee is prohibited.

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

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

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

F. Firearms of any type are prohibited in all classes of mail. See definitions of firearms in DMM C024.1.1C. This restriction does not apply to firearms mailed to or by official U.S. government agencies.

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

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

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

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

H1. Pork or pork by-products are prohibited.

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

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

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

I1. This restriction does not apply to registered mail.

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

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, animals, and living plants are prohibited.

N. Registered mail is prohibited.

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

P. APO is used for the receipt and dispatch of official mail only.

Q. Mail may not exceed 66 pounds, and size is limited to 42 inches maximum length and 72 inches maximum length and girth combined.

R. All alcoholic beverages, including those mailable under DMM C021, are prohibited.

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

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

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

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

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

W. Meat products, such as dried beef, salami, and sausage, may be mailed, provided they remain in their original, hermetically sealed packages and bear USDA certification. Other meats, bones, skin, hair, feathers, horns or hoofs of hoofed animals, wool samples, tobacco leaves, including chewing and pipe tobacco, snuff, cigars, and cigarettes, or obscene material, including obscene drawings, photographs, films, and carvings, are prohibited. Exception: 200 grams of tobacco per parcel are permitted duty free.

X. Personal mail is limited to First-Class Mail (to include audio cassettes and voice tapes) weighing 13 ounces or less. This limitation does not apply to official mail.

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

Z. No outside pieces (OSPs).

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

Finance

HANDBOOK F-1 REVISION

Segmented Inventory Accountability

Effective immediately, Handbook F-1, *Post Office Accounting Procedures*, is revised to include section 48, Managing Accountable Paper and Cash at Offices with Segmented Inventory Accountability (SIA). The unit accountability concept is now being replaced by segmented inventory accountability (SIA), and section 48 explains it. The existing section 47, Managing Accountable Paper at Postal Retail Stores Under Unit Accountability, is deleted. Section 47 will be reserved for future use. All POS ONE sites with SIA and authorized Postal Retail Stores with integrated retail terminal (IRT) units will follow the financial policies and procedures contained in section 48. All units will be under either "Clerk Credit Accountability" or "Segmented Inventory Accountability."

Chapter 4, section 42, Managing Accountable Paper at Stations, Branches, and Post Offices With Stamp Accountability, still addresses financial policy for Clerk Credit Accountability.

This revision will appear in the next printed version of Handbook F-1 and will be incorporated in the online version accessible on the corporate intranet at <http://blue.usps.gov>.

Handbook F-1, *Post Office Accounting Procedures*

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47 (Reserved)

[Add new title and text for 48 as follows:]

48 Managing Accountable Paper and Cash at Offices with Segmented Inventory Accountability

481 Overview

There are many types of accountabilities within any postal retail unit. Every unit must contain and maintain a unit reserve. In addition, it may contain a number of different segments. Each employee's role determines his or her access and responsibility for his or her assigned inventory segment(s).

481.1 Modifications

The major change incorporated in this section is the inclusion of the concept of retail floor stock. Under this concept, two modifications are made to traditional controls. First, cash is separated from stamp stock in retail credits.

Second, a shared retail floor stock replaces individual stamp credits for window clerks.

481.2 Units Affected by Retail Accountability Changes

The incorporation of the retail floor stock concept under Segmented Inventory Accountability (SIA) is restricted to POS ONE units, postal retail stores, and post office express (POE). Exceptions to this restriction must be approved by the controller and vice president, Finance.

482 Responsibility for Retail Unit Operations

The postmaster/unit manager or supervisor is responsible for compliance with the procedures defined in this section. Key elements of this responsibility include establishing and controlling segments within the unit, monitoring inventory levels, ensuring proper entry of all financial transactions, remittance of all funds in excess of authorized reserves, and monitoring of operations including count procedures. The postmaster/unit manager or supervisor is responsible for providing adequate security for all accountable items.

Note: Under the Field Retail Operations Group (FROG) concept, the district manager of retail is responsible for compliance or delegation of compliance with procedures defined in this section.

482.1 Existing Procedures and Policies

Except for procedures or policies redefined in this section 48, all existing postal financial procedures and policies defined within this handbook will remain in force.

482.2 Responsibility for Inventory Items, Cash, and Equipment

It is the responsibility of all employees to ensure:

- Financial integrity.
- Security of all postal stock, funds, equipment, and facilities.
- Proper reporting of all retail transactions to include a receipt for each customer.

Employees are accountable for:

- Cash directly assigned to them.
- Money order stock directly assigned to them.
- Stamp stock directly assigned to them.
- Correct collection and remittal of all funds due the Postal Service.

483 Unit Reserve Responsibility

- 1> The unit reserve is assigned to the postmaster, unit manager, supervisor, or finance clerk at a finance station. A finance station has no domiciled supervisor and has no more than three full-time window clerks. A finance clerk may also be assigned a credit from which direct sales to the public are conducted.
- 2> Where no supervisor is domiciled, the unit reserve stock may be assigned to a window service technician. When the unit reserve stock is assigned to a window service technician, that employee may not also have accountability for any credit from which sales are made directly to the public.
- 3> The individual assigned to the unit reserve is referred to as unit reserve custodian. The unit reserve custodian is directly accountable for the value of all items in the unit reserve stock.
- 4> Assignment of the unit reserve stock will be made using Form 3369, *Consigned Credit Receipt*, and all counts of the unit reserve will be posted to Form 3368, *Stamp Credit Examination Record*.
- 5> Form 3958, *Main Stock (or Unit Reserve Stock) Transaction Record*, will be prepared and signed every day transactions affect the unit reserve stock.
- 6> The unit reserve contains items listed in section 413 of this handbook. The unit reserve custodian maintains and secures all accountable papers for the unit beyond the levels authorized for the various segments. The employees assigned to the various segments within the retail unit will obtain these items directly from the unit reserve.

484 Segments

484.1 Definition

Segments define the assignment of cash or stamp stock to various individuals or roles within a unit.

On each unit's system-generated Form 1412, *Daily Financial Report*, the total of all stamp stock is posted in AIC 853, Stamp Accountability Closing Balance. In both the POS ONE system and on the IRTs, the "Clerk Balance List" generates a report of the balance of each segment's stock. The total value of stock computed on the "Clerk Balance List" must always equal the unit's total reported in AIC 853 on the daily financial report. The "Clerk Balance List" will always include a unit reserve, a retail floor stock, and may include other segments such as mobile unit, philatelic, or self-service (vending).

Similarly, the unit's daily financial report (Form 1412) has a total of AIC 753, Cash Retained. This is defined on the "Clerk Balance List" by listing the unit's cash retained reserve plus the various assigned clerk cash retained credits.

Note: Rural carrier credits and stamps on consignment are included in the unit reserve accountability. They are fixed amounts entered into the unit reserve total as unique item numbers and are not segments. Replenishment is made by purchasing stock from retail floor stock.

484.2 Segments Assigned From the Unit Reserve

Segments assigned from the unit reserve include:

- *Vending (Self-Service Credits)* — Stock for sale through vending equipment will be assigned to the Self-Service Postal Center (SSPC) technician, or designated employee, who is directly accountable for that inventory. This credit is replenished directly from the unit reserve to the designated employee to whom the credit is assigned, unless this function is supported by the Stamp Distribution Office (SDO) or Stamp Service Center (SSC) as a separate unit ID.
- *Mobile Unit Credits* — Stock for use by clerks assigned to operate mobile units is issued directly from the unit reserve. This credit is accountable to an individual.
- *Philatelic Units (or dedicated windows)* — Where a dedicated philatelic credit is used, stock is issued directly from the unit reserve. The credit is accountable to an individual.
- *Retail Floor Stock* — Stock for this inventory will be issued from the unit reserve. The purpose is to provide a common inventory for use by the retail clerks in units as defined in section 481.1. This credit is not accountable to any individual.
- *Stamps by Mail* (where volume prohibits filling requisitions by a regular window clerk) — Stock for this inventory will be issued from the unit reserve. The purpose is to provide an inventory for use in filling stamp orders received from customers by mail or fax. This credit is accountable to an individual.

Note: *Special Event Credits* — On occasion, the Postal Service establishes credits associated with special events. The POS ONE System does not have a defined segment to accommodate establishing these temporary units. Temporary credits can be assigned to one of the accountable segments with stock issued directly from the unit reserve. At the completion of the event, all sales must be posted. A count is conducted and the balance is either returned to the unit reserve, prepared for destruction, or returned to retail floor stock.

484.3 Documentation of Stock Assignment

484.31 POS ONE Offices

- 1> Assignments of all individually accountable credits and unit reserve stock are documented by the completion of Form 3369. In these instances, assigned employees are accountable for all stock, accountable paper, money orders, and money in their respective credits.
- 2> For stamps on consignment credits, the contract serves as documentation for the credit.
- 3> Retail floor stock is issued directly from the unit reserve. Although no individual is accountable for this stock, each clerk making sales from this credit is responsible for ensuring adequate protection and security of postal resources, reporting of all transactions, and remittance of funds on a daily basis.
- 4> Form 17, *Stamp Requisition*, or an approved electronic equivalent, will be retained to document shipments of stock from the unit reserve to retail floor stock and from retail floor stock back to the unit reserve. The unit reserve stock custodian will sign the Form 17 as “shipped” or “received” as appropriate. A clerk must independently count all stock moved into and out of the retail floor stock and sign the appropriate Form 17 as “witnessed” or “verified by.”

484.32 IRT Offices

- 1> Clerks selling from the retail floor stock segment at IRT units must maintain stock balances to operate the IRT. Although these clerks have a stock value listed on the “Clerk Balance List,” they are not individually accountable for this balance, and no Form 3369 is required.
- 2> The IRTs do not have the ability to accommodate the retail floor stock segment. In essence, since each clerk has to maintain a stock balance to operate the IRT, the retail floor stock is valued at the total of all clerks’ IRT balances. Even though each individual clerk, working from credits that represent the retail floor segment, has a balance listed on the “Clerk Balance List,” none are held to be individually responsible for that listed value. The total of balances for all clerks operating from the retail floor stock must at all times be equal to the total retail floor stock segment.
- 3> In this IRT environment, each shipment of stock into or out of the unit reserve must be documented on a Form 17. The exact item numbers and quantities shipped to the retail floor stock from the unit reserve must be “shipped” by the unit reserve custodian and “witnessed” by one of the clerks operating in the retail floor stock segment, with signatures required. Ensure that stock shipped to the retail floor stock is adequately distributed among the clerks to maintain

an operational balance. In some instances, stock credit will have to be transferred between clerks to maintain operating stock balances on their IRTs.

- 4> Stock returned from retail floor stock must be documented on Form 17 also. The stock will be independently verified by a clerk and the stock custodian. A clerk will “witness” the Form 17, and the stock custodian will “receive” the stock, with signatures required.

485 Retail Floor Stock

485.1 Definition

Retail floor stock is a common inventory used by retail clerks in units as defined in section 481.1. This stock is not assigned to an individual.

Retail floor stock is divided into two major components:

- *Display stock, which is used only in postal retail stores*, comprises the following two items:
 - *Open Merchandise Stock* — Shrink-wrapped stamp stock and philatelic products that are displayed in the open merchandising area, accessible to the general public on the slat wall or gondola.
 - *Closed Merchandise Stock* — Stamp stock and philatelic products displayed in the retail clerk area, inaccessible to the general public and non-retail employees.
- *Loose Stock* — Accountable paper held as a common credit available to all retail clerks in a designated retail window unit, but not on display. This stock is held in the retail clerk area, inaccessible to the general public and non-retail employees.

485.2 Retail Floor Stock Limits

Retail floor stock, which is the sum of display stock plus loose stock, must be limited to a 2-week level, as determined by the unit’s history of stamp sales (as recorded in AIC 852, Total Sales, minus AIC 096, Vending, and AIC 094, Stamps by Mail). The limitations must be enforced to minimize the risk of losses that might be associated with the concept of common accountabilities.

Note: Proper inventory controls are an essential part of managing the retail floor stock and minimizing potential losses. Broken stock (partial sheets, loose stamps, etc.) held in the loose stock must be kept to a minimum to simplify the count of the unit.

485.3 Money Order Form Sets

Each window clerk is assigned money order form sets as explained in section 74 of chapter 7 of this handbook. A clerk is individually accountable for all assigned money order form sets.

486 Cash Credits

In the SIA configuration, there are two types of cash credits assigned.

486.1 Unit Cash Retained Reserve

- 1> A unit cash retained reserve is established for the unit. This is used to provide retail floor stock clerks and employees assigned to the other segments a source for rolled coins and smaller denomination currency. This reserve is fixed in amount. It is established via a written request by the postmaster/retail unit manager to the district finance manager. This request must include the proposed amount of unit cash retained reserve, and the total of all clerks' cash retained, that will be reported in AIC 753, along with justification. The district finance manager is responsible for reviewing the request, including the amount, and sending written authorization or denial to the unit within 5 working days of receiving the request.
- 2> The unit's cash retained reserve is assigned, on Form 3369, to an individual who is directly accountable. When circumstances warrant, more than one cash retained reserve may be established. The unit cash retained reserve custodian may reassign all or part of the unit cash retained reserve using Form 3369. The unit cash retained reserve has no tolerance. These re-assigned funds must not be mixed with other accountable credits assigned to the employee.

486.2 Clerk Cash Retained

Clerks working from the retail floor stock segment do not sell from an individual stamp credit. Clerks will be authorized a cash retained amount of \$100 for which they will be individually accountable.

The total of the unit cash retained reserve and the individual clerk cash retained amounts must be equal to AICs 353/753 as reported on the unit's Form 1412 and cannot exceed the approved amount.

486.3 End of the Day Internal Controls

Due to the change from individual accountabilities to the retail floor stock concept, close-out procedures are modified. POS ONE and the IRT both generate a "Clerk Balance List." At close out, the person consolidating the unit's Form 1412 must:

- 1> Verify that the total of the cash retained balances (both the unit's cash retained reserve and the individual clerk's cash retained) is equal to the total entered as AIC 753 on the unit's Form 1412.
- 2> Verify that the total stamp stock accountability appearing in AIC 853 on the unit's Form 1412 is in agreement with the unit's total stamp accountability on the "Clerk Balance List."

Note: In POS ONE, the "Clerk Balance List" shows the unit reserve, self-service vending credits, mobile credits, philatelic credit, and the retail floor stock credit. The retail floor stock credit replaces the traditional individual window clerk credits.

487 Conducting Counts**487.1 Responsibility**

- >> The postmaster/unit manager is responsible for ensuring that all counts, both stamp stock and cash retained, are conducted. This is to ensure compliance with all existing contractual commitments, required time frames for counts, documentation of results, and prompt reporting and resolution of any discrepancies.

487.2 Requirements Prior to Initiating Counts

- All differences between the "Clerk Balance List" and the unit's Form 1412 must be resolved.
- All pending financial adjustments (Form 1908, *Financial Adjustment Memorandum*) that affect the accountability of the segment or credit being counted must be considered. (See chapter 5 for policy on clearing trust and suspense.)
- All pending stock transfers must be completed. (See chapter 5 for policy on clearing trust and suspense.)

487.3 Count of the Unit Cash Retained Reserve

- 1> The unit's cash retained reserve is to be counted at the end of each accounting period (AP). Any portions re-assigned to window clerks on Form 3369 must be counted at least once every 2 weeks in conjunction with the cash credit count. The count will be performed by the assignee and a witness, one of whom must be a nonbargaining employee. There is no tolerance for unit cash retained reserve accountabilities or the reallocated portions.
- 2> At any time the unit cash retained reserve custodian is reassigned, a count must be performed and a new Form 3369 prepared.

487.31 Discrepancies in the Unit Cash Retained Reserve**Overages**

- >> Overages are to be placed into AIC 068, Cash Retain Overage, and submitted to the bank. Unresolved cash retain overages will be removed from trust and declared as revenue (AIC 126, Miscellaneous Non-Postal Revenue) after 90 days.

Shortages

- >> Shortages must be reported in AIC 764, Cash Retain Shortages, on the day of the count unless paid from personal funds at the time of the count. The shortage, if not paid at the time of the count, will be cleared by an entry to AIC 364, Cash Retain Shortage Cleared.

487.32 Documenting Count Results

- >> Form 3294, *Cash and Stamp Stock Count and Summary*, will be used for each count of unit cash retained and all results posted to Form 3368. Form 571 is required for differences of \$100 or more. If an employee immediately repays the shortage in excess of tolerance, the Form 3368 and Form 3294 should indicate "paid by personal funds."

487.4 Counts of Clerks Cash Retained**487.41 Frequency**

- >> Each clerk's cash retained is to be counted randomly at least once every 2 weeks. Reallocated portions of the unit cash retained reserve must be counted in conjunction with the clerk's cash retained. This count is to be conducted by the assigned clerk and a non-bargaining employee.

487.42 Tolerance

- >> Each clerk is allowed a tolerance of \$5 in his or her assigned cash retain credit. If a count results in a discrepancy of \$5 or less, the only required action is to record the results on Form 3368.

487.43 Overages

- >> Overages in excess of the \$5 tolerance are immediately reported. Cash in excess of the clerk's balance listing is deposited to the bank and offset to AIC 068, Cash Retain Overage.

Note: Unresolved cash retain overages will be removed from trust and declared as revenue (AIC 126, Miscellaneous Non-Postal Revenue) after 90 days.

487.44 Shortages

- >> Shortages in excess of the \$5 tolerance will be reported in AIC 764, Cash Retain Shortages; this will decrease AIC 752. When an employee repays the shortage, clear the suspense item using AIC 364.

487.45 Documenting Count Results

- >> Form 3294 will be used for each count of cash retained and all results posted to Form 3368. Form 571 is required for differences of \$100 or more. If an employee immediately pays a shortage in excess of tolerance, the Form 3368 should indicate "paid with personal funds."

487.46 Inventory of Money Order Blank Stock

- >> At least once every 4 months, all blank money order stock in the clerk's possession must be reconciled with the list of money orders remaining in the clerk's inventory when compared to issue records. Discrepancies must be resolved and documented on Form 3294.

487.5 Unit Reserve Count**487.51 Frequency**

- 1> Unit reserve stock will be counted at least once every 12 months. This count will be conducted in conjunction with a count of the retail floor stock. The unit reserve must be counted anytime custody of the unit reserve changes and a new Form 3369 prepared. Any other credit held by the custodian must also be counted when the unit reserve is counted.
- 2> Prior to beginning a count, confirm that the total of unit reserve stock (per Form 3958) and all the clerk credits (segments) equal AIC 853 on the last closed unit Form 1412. Differences must be identified and corrected prior to performing the count (i.e., reconciling stock in-transit).
- 3> All counts will be based on the value of the unit reserve stock as shown on Form 3958. Differences will be placed in either trust or suspense and attributed to the individual stock custodian.
- 4> All counts of the unit reserve must be entered in the POS ONE Inventory Reconciliation System or the IRT inventory adjustment process as applicable.

487.52 Zero Tolerance Within the Unit Reserve

No tolerance is applied to the unit reserve stock. The unit reserve stock is not authorized to contain cash and the employee assigned cannot conduct sales.

487.53 Count and Adjustment Procedures

- 1> When counting the unit reserve stock, two independent counts will be performed. The stock custodian and one other employee will conduct the counts. One of them must be a nonbargaining employee.
- 2> Reconciliation of the unit reserve inventory must be performed in the POS ONE System on the day of the count. On IRT/POS ONE, the results will be posted to trust or suspense on the day of the count as applicable.

Overages

- >> Any overages discovered as a result of the unit reserve count will be entered into AIC 057, Employee Overage. Unresolved overages will remain in trust for 1 year and then be purged to AIC 126, Miscellaneous Non-Postal Revenue.

Shortages

- >> Any shortages discovered as a result of the unit reserve count will be entered into AIC 767, Employee Shortage. Shortages should be resolved as soon as possible. In collecting a shortage from the assigned unit reserve custodian, all contractual provisions must be followed.

487.54 Inventory of Blank Money Order Sets

>> An inventory of blank money order stock will be conducted every time the unit reserve is counted.

487.55 Documenting Unit Reserve Count Results

>> Form 3294 will be used to document counts of the unit reserve stock, and all results will be posted to Form 3368. Form 571 is required for differences of \$100 or more.

487.6 Counting Retail Floor Stock

487.61 Responsibility

- When the floor stock is counted, this represents a count of the display stock and the loose stock. The postmaster/manager or supervisor has the responsibility for this count.
- Maintain inventory levels in accordance with section 484.2. There is no tolerance for unit counts.

487.62 Threshold

>> The goal in operating a retail floor stock is to maintain a threshold within 1/2 percent variance of total sales since last count. Total sales are computed by calculating the total amount reported on the unit's Form 1412 in AIC 852, minus AIC 094 and AIC 096, since the last count.

487.63 Frequency

>> The frequency of audits is contingent upon maintaining an inventory variance of within a 1/2 percent threshold. Retail stores are required to count each AP until they achieve three consecutive counts within the 1/2 percent acceptable goal (certain circumstances, i.e., theft, do not warrant the three consecutive counts). After that, audits are required quarterly as long as variance is maintained within the 1/2 percent limit. If a quarterly audit results in a variance in excess of the 1/2 percent target, frequency reverts to the AP requirement until the 1/2 percent goal is attained, then the office returns to a quarterly audit cycle.

487.64 Procedures

The floor stock inventory of the unit is counted separately by two employees. One of the participants must be the postmaster/manager or supervisor responsible for the unit. Use the following procedures:

- 1> Use Form 3294 to record all display and loose stock as counted, balanced to the value of the retail floor stock (or total of all IRT credits or disks representing the retail floor stock).
- 2> Attach copies of the "Clerk Balance List" and Form 1412 that support the figures. Obtain two signatures as required.

3> Compare the sum of credits or disks representing floor stock to the physical count.

Note: Do not include packaging products or retail products in this count.

Overages

>> Any overage discovered as a result of the floor stock count must be recorded into AIC 239, Floor Stock Overage.

Shortages

- 1> Any shortage discovered as a result of the floor stock count must be recorded into AIC 639, Floor Stock Shortage; this will bring the floor stock back into balance.
- 2> The floor stock count must be entered into the POS ONE Inventory Reconciliation System. (The count or reconciliation cannot be finalized in the POS ONE System during business hours.)
- 3> The postmaster/manager or supervisor will follow these procedures:

If...	Then...
There is no evidence of negligence, theft, fraud, embezzlement or correlation to a corresponding overage (file within 30 days).	Enter the amount of shortage to AIC 639. Submit copies of the following documents to the DAO: <ul style="list-style-type: none"> ■ Form 571, <i>Discrepancy of \$100 or More in Financial Responsibility</i>, as required. ■ Form 3294, <i>Cash and Stamp Stock Count and Summary</i>. ■ Inventory report from POS ONE or POS cash register in IRT office. ■ Copy of electronic article surveillance (EAS) log.
The shortage is a result of robbery or burglary.	Enter the amount of shortage to AIC 639. Attach a copy of the Postal Inspection Service's investigative memorandum. See section 846.

487.65 Documenting Retail Floor Stock Count Results

>> There is no tolerance in retail floor stock. Post differences to AICs 239/639 (supporting documentation to the DAO). Record all counts of Form 3368. Prepare Form 571, *Discrepancy of \$100 or more in Financial Responsibility*, for all differences of \$100 or more and send to the Postal Inspection Service.

487.66 Reviewing and Adjusting Stock Levels

>> Excessive stock in the retail floor stock segment increases the risk of losses. The stock levels must be strictly maintained within the 2-week sales level defined in section 484. The goal is to avoid excessive overages and shortages.

487.7 Counts of All Other Accountability Segments

>> Counts of all other stamp or cash credits in IRT offices remain unchanged (see section 429). In POS ONE offices, which require separation of cash and stock, refer to the *POS ONE Users Guide*, provided to users during training, for instructions on counts. Frequency of counts for all other accountability segments is at least once every 4 months.

487.8 SIA Counts Chart

Accountability	Tolerance	Frequency	Over	Short
Unit Reserve	-\$0.0-	12 months	AIC 057	AIC 767
Unit Cash Reserve	-\$0.0-	AP	AIC 068	AIC 764
Clerk Cash Retain	\$5.00	2 weeks	AIC 068	AIC 764
Segments	(section 429)	4 months	AIC 057	AIC 767
Floor Stock	-\$0.0-	(section 487.63)	AIC 239	AIC 639
Money Orders	N/A	4 months	N/A	N/A

— *Post Office Accounting, Finance, 4-20-00*

CORRECTION

Redesigned PS Form 3613

An error was discovered and corrected on the newly redesigned and named PS Form 3613, *Refunds From Advance Deposit Accounts*. The corrected form contains "Post Office/BMEU" on the "From" line. The corrected form is available on the Postal Service Intranet at <http://blue.usps.gov/formmgmt/forms.htm>. Printed forms will be available from the material distribution centers at the

end of May 2000. Unfortunately, the correction could not be made in time for the published copy in the April 6, 2000, *Postal Bulletin*. The corrected form is shown below.

— Corporate Accounting, Finance, 4-20-00

		Refunds From Advance Deposit Accounts		
<input type="checkbox"/> Complete Refund to Close Account		<input type="checkbox"/> Partial Refund From an Active Account		
Company Name _____				
Address _____				
Advance Deposit Account Number	Amount of Refund	Account Balance After Refund		
FROM:	Post Office/BMEU		Date of Last Mailing	
	_____		Date of Initial Notice of Cancellation	
TO:	<i>Accounting Section</i>		Date of Cancellation of Account	
	<i>Unit</i>		A Copy of the Customer's Letter Must Accompany This Form.	
	<i>City</i>	<i>State</i>		Signature of Employee Authorizing Refund
	<i>ZIP+4 Code</i>			Date:
PS Form 3613 , March 2000				

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

Do Not Cash — Upon Receipt, Notify Local Postal Inspectors

This listing will be provided to all Postal Service employees responsible for accepting and cashing Postal money orders. All interim notices should be destroyed when the numbers listed appear in the *Postal Bulletin*. The

actual serial numbers consist of the first 10 digits on the money orders. Check for altered dollar amounts by holding money orders to the light.

011 582 1889 to 011 582 1899	385 568 2331 to 2399	401 045 1571 to 1599	414 411 7348 to 7399
011 588 2900 to 011 588 3099	385 599 7554 to 7575	401 294 2700 to 2799	414 640 0757 to 0799
012 579 5675 to 012 579 5699	385 774 2024 to 2099	401 310 9505 to 9599	414 965 1727 to 1799
013 289 6176 to 013 289 6199	386 624 1412 to 1599	401 382 5312 to 5399	417 302 8104 to 8199
013 610 0014 to 013 610 0099	386 883 8936 to 8999	402 578 7876 to 7899	417 387 6532 to 6599
014 932 1000 to 014 932 1099	387 314 5574 to 5599	403 125 6744 to 6799	417 496 6800 to 6999
014 972 0800 to 014 972 0899	387 837 6300 to 6399	403 260 7000 to 7499	417 871 9250 to 9299
210 221 0548 to 210 221 0599	388 828 0656 to 0699	403 280 6470 to 6499	417 930 9533 to 9599
273 070 8059 to 273 070 8099	389 696 2400 to 2799	403 685 8600 to 8699	418 164 6500 to 6799
273 775 7700 to 273 775 7899	389 846 3104 to 3135	404 003 0300 to 0399	418 423 9863 to 9899
302 000 0000 to 302 123 9999	389 846 3145 to 3195	404 041 8838 to 8899	418 633 5922 to 5999
349 746 2056 to 2099	389 887 9211 to 9230	404 071 4268 to 4299	418 719 8520 to 8599
350 518 7350 to 7374	389 887 9234 to 9299	404 347 5356 to 5399	418 744 2235 to 2299
360 011 1690 to 1699	390 001 3182 to 3199	404 347 5548 to 5599	418 962 2848 to 2899
360 168 6008 to 6099	390 001 3500 to 3699	404 726 4500 to 4599	419 543 0286 to 0299
360 173 8800 to 8899	390 545 5974 to 5999	404 961 5001 to 5199	419 730 0300 to 0399
360 324 2326 to 2399	391 104 6146 to 6199	405 325 0188 to 0198	420 277 0015 to 0049
362 861 3064 to 3099	391 574 1466 to 1499	406 009 4587 to 4599	420 599 0734 to 0798
373 006 2176 to 2199	391 783 3020 to 3599	406 260 6830 to 6899	420 661 4115 to 4199
374 768 2600 to 2699	391 792 6100 to 6199	406 459 6641 to 6999	420 758 9500 to 9699
375 169 4400 to 4599	392 668 2956 to 2999	406 733 3000 to 3999	420 969 3951 to 3971
375 829 3400 to 3499	392 854 8500 to 8899	407 545 1557 to 1599	420 969 3973 to 3999
375 851 9100 to 9199	393 584 7566 to 7699	407 594 0412 to 0599	421 116 3565 to 3599
376 196 0911 to 0999	393 650 0074 to 0099	407 692 9100 to 9299	421 130 9300 to 9399
378 085 3679 to 3699	393 838 8316 to 8499	407 959 2190 to 2199	421 313 4500 to 4999
378 351 1063 to 1099	393 893 6007 to 6099	408 265 2275 to 2288	421 364 5537 to 5599
379 843 5100 to 5199	394 126 6907 to 6999	408 499 7700 to 7799	421 656 2609 to 2699
380 093 9600 to 9699	394 189 0405 to 0599	408 499 7900 to 7999	421 988 9700 to 9799
380 165 1165 to 1199	394 822 3243 to 3278	408 682 8484 to 8599	422 172 4667 to 4699
381 325 4500 to 4599	394 990 1810 to 1899	408 698 7015 to 7099	422 484 4212 to 4299
381 604 2510 to 2699	395 343 3264 to 3299	409 072 3941 to 3999	422 556 1270 to 1299
381 645 9525 to 9599	395 373 3035 to 3099	410 491 2311 to 2399	422 587 7024 to 7099
383 314 3968 to 3999	395 396 9649 to 9799	410 694 8400 to 8599	422 819 7533 to 7599
383 892 1000 to 1344	395 970 3240 to 3299	410 775 1500 to 1599	422 842 5073 to 5087
383 892 1382 to 1399	397 622 4054 to 4099	410 795 7927 to 7999	422 907 7563 to 7599
384 925 3641 to 3654	397 819 8902 to 8999	410 867 0917 to 0966	424 500 6050 to 6099
	398 149 7200 to 7699	410 867 0970 to 0999	424 641 8500 to 8599
	399 070 0872 to 0899	411 868 1023 to 1199	424 871 6600 to 6699
	399 156 7119 to 7199	411 922 2322 to 2399	425 298 2352 to 2399
	399 203 5064 to 5099	412 193 0900 to 0999	425 418 4269 to 4299
	399 296 9910 to 9999	412 395 8599 to 8699	425 418 4405 to 4499
	399 396 8935 to 8999	412 485 6500 to 6599	426 547 4566 to 4599
	399 792 7775 to 7799	412 485 6610 to 6699	427 412 6337 to 6499
	399 792 8300 to 8399	412 885 5953 to 5999	427 481 0900 to 0999
	400 427 1051 to 1999	414 193 3608 to 3674	428 027 2742 to 2752
	401 045 1505 to 1549	414 193 3677 to 3699	429 474 4172 to 4199

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

497 854 8673 to	8699	612 774 2111 to	2199	634 807 2474 to	2499	647 049 2900 to	2999
498 449 8888 to	8899	612 774 2254 to	2299	634 827 5900 to	5999	647 398 8300 to	8399
498 929 8285 to	8499	612 774 2500 to	2599	634 886 3428 to	3499	647 398 8481 to	8499
498 936 5310 to	5399	614 469 0979 to	0999	635 559 3449 to	3499	647 437 3000 to	4999
499 016 5425 to	5499	614 474 3000 to	3099	636 289 6214 to	6299	647 811 2188 to	2199
499 440 8575 to	8899	614 521 3490 to	3499	636 634 8007 to	8042	648 009 6057 to	6099
499 731 6717 to	6799	614 645 1800 to	1899	637 150 1200 to	1299	648 163 5300 to	5499
500 064 1858 to	1869	614 832 1100 to	2099	637 562 5828 to	5899	648 722 5283 to	5299
500 070 5725 to	7799	615 017 7505 to	7599	638 042 1647 to	1699	648 892 3164 to	3199
600 645 3223 to	3299	617 711 6609 to	6699	638 049 4984 to	4999	649 100 3989 to	3999
601 339 1200 to	1399	617 760 5266 to	5299	638 318 1115 to	1199	649 647 0370 to	0399
601 653 5884 to	5899	617 813 3601 to	3699	638 318 1453 to	1499	649 647 0522 to	0599
601 661 7700 to	7799	618 840 9200 to	9299	638 885 0000 to	0299	649 647 5237 to	5399
601 682 5343 to	5399	619 551 7229 to	7299	638 903 4362 to	4373	649 647 9100 to	9299
601 928 1600 to	1699	619 859 3000 to	3099	639 415 1929 to	1999	649 666 7800 to	8299
602 512 2972 to	2999	620 073 9400 to	9499	639 415 2019 to	2099	650 114 7707 to	7719
602 555 2400 to	2799	621 614 7907 to	7930	639 420 6200 to	6299	650 130 3400 to	3599
602 829 7061 to	7099	621 614 7932 to	7999	639 469 3517 to	3799	650 213 0406 to	0499
603 483 9572 to	9599	621 648 8021 to	8199	639 605 2143 to	2199	650 555 1749 to	1799
603 490 7200 to	7299	621 648 8500 to	8599	639 657 8600 to	8799	650 564 1900 to	1999
603 678 7100 to	7199	621 904 8351 to	8599	640 289 7500 to	7599	650 627 4212 to	4299
603 678 7662 to	7699	621 916 1978 to	1989	640 289 7700 to	7999	650 736 2043 to	2099
603 678 7902 to	7999	622 989 8032 to	8099	641 170 4420 to	4499	650 739 1540 to	1699
603 678 8418 to	8499	623 076 9300 to	9399	641 318 3133 to	3199	651 741 4415 to	4499
603 678 8700 to	9999	623 819 5006 to	5099	641 378 6500 to	6999	651 882 2800 to	2899
604 086 0880 to	0899	623 895 8200 to	8399	641 383 8739 to	8799	652 754 6317 to	6399
604 349 1414 to	1499	623 917 0000 to	0099	641 877 3187 to	3299	653 131 4945 to	4999
604 503 7776 to	7799	623 917 0200 to	0299	641 877 3310 to	3399	653 426 3300 to	3399
605 520 9037 to	9099	624 468 5288 to	5299	642 355 8094 to	8199	653 455 4874 to	4899
605 685 4010 to	4099	624 665 3162 to	3198	642 355 8308 to	8999	654 238 0000 to	0399
605 988 6467 to	6499	625 088 6735 to	6799	642 900 0018 to	0099	654 404 3065 to	3092
607 689 7951 to	7960	625 916 9500 to	9799	643 030 6254 to	6299	654 962 2900 to	3199
607 728 1276 to	1299	625 968 8956 to	8999	644 066 0882 to	0899	655 103 5081 to	5199
608 727 7100 to	7199	627 005 3938 to	3999	644 069 0600 to	0699	655 523 2600 to	2999
608 727 7273 to	7599	627 384 3907 to	4099	644 077 7506 to	7699	656 305 2448 to	2499
608 813 9950 to	9999	627 496 7549 to	7599	644 085 8157 to	8199	657 347 4438 to	4999
609 067 5325 to	5399	627 708 3605 to	3699	644 112 9839 to	9899	657 710 8100 to	8999
609 067 5488 to	5499	627 776 2500 to	2599	644 373 9083 to	9099	657 780 0985 to	0999
609 067 5600 to	5699	628 226 3100 to	3199	644 380 1460 to	1499	658 586 1400 to	1499
609 289 6123 to	6199	628 814 4702 to	4799	644 733 4715 to	4799	658 877 8000 to	8199
609 438 4400 to	4499	628 851 9689 to	9699	644 900 9712 to	9799	658 880 8000 to	8199
609 493 1100 to	1199	629 510 7200 to	7299	644 901 0109 to	1299	659 398 7300 to	7399
609 766 8091 to	8999	629 964 4200 to	4294	644 901 1325 to	1399	659 706 8113 to	8199
609 825 4100 to	4115	630 389 3056 to	3071	644 923 6800 to	7799	659 846 7837 to	7899
609 884 2981 to	2999	630 463 0588 to	0599	644 932 4655 to	4699	660 510 4100 to	4199
609 893 1000 to	1099	631 459 9117 to	9199	645 318 7240 to	7499	660 673 0400 to	0599
610 092 3200 to	3299	631 762 9325 to	9399	645 333 1766 to	1799	661 488 5000 to	5099
610 582 4200 to	4299	632 217 4933 to	4999	645 790 8632 to	8699	661 609 9100 to	9199
611 879 6939 to	6999	632 500 0000 to	99 9999	645 821 0657 to	0699	661 716 9420 to	9499
612 291 8013 to	8099	633 110 4165 to	4199	645 930 7948 to	7999	661 906 6522 to	6599
612 751 5171 to	5199	633 110 4303 to	4499	645 975 0737 to	0762	662 021 8332 to	8399
612 751 5226 to	5299	633 438 6429 to	6599	646 242 6200 to	6299	662 068 0700 to	0899
612 751 6083 to	6099	633 588 7173 to	7182	646 270 7639 to	7799	662 553 0774 to	0799
612 751 6268 to	6299	634 725 0700 to	0799	646 798 4000 to	4999	663 078 7034 to	7099
612 751 6572 to	6599	634 803 3239 to	3299	647 048 7035 to	7099	663 763 5300 to	5399

663 883 7039	to	7499	683 118 2389	to	2399	698 227 0000	to	0099	808 784 8000	to	8299
664 253 8000	to	8499	683 378 2000	to	2099	700 065 2570	to	2599	830 602 5800	to	5999
664 656 3055	to	3099	683 378 2117	to	2299	700 065 4800	to	4899	830 610 3700	to	3799
665 174 6400	to	6499	683 415 1200	to	1499	700 190 3350	to	3359	830 983 3500	to	3599
665 274 8208	to	8299	683 444 8159	to	8199	700 228 6048	to	6099	830 983 3635	to	3699
665 669 5400	to	5499	685 154 7780	to	7789	700 650 0452	to	0499	831 354 1387	to	1399
666 132 8226	to	8299	685 623 5264	to	5299	700 666 1323	to	1349	831 815 8240	to	8299
666 696 2209	to	2299	685 650 9487	to	9499	700 786 9106	to	9142	832 525 3810	to	3899
666 696 2309	to	2399	685 669 4200	to	4299	700 859 0744	to	0758	833 159 1884	to	1899
667 032 9300	to	9399	685 757 8452	to	8499	701 028 6780	to	6899	833 566 3015	to	3071
667 729 5529	to	5599	686 071 2694	to	2799	701 213 3900	to	3999	834 316 5444	to	5499
668 383 8400	to	8699	686 176 3333	to	3354	701 267 2000	to	3999	835 269 5700	to	5799
670 368 3400	to	3499	686 372 3200	to	3299	701 335 7312	to	7399	835 539 5200	to	5999
670 369 7336	to	7399	686 644 5879	to	5899	701 369 2005	to	2050	835 813 3015	to	3099
670 750 7169	to	7199	686 931 7636	to	7699	701 503 2247	to	2299	839 718 8257	to	8299
671 046 6200	to	6399	687 601 0973	to	0999	701 541 2271	to	2299	840 323 0600	to	0699
671 251 5448	to	5499	687 614 6774	to	6799	701 553 6557	to	6599	840 875 6235	to	6299
671 926 5600	to	5799	688 120 9000	to	9999	701 601 3457	to	3499	840 910 0900	to	0999
672 444 2000	to	2999	688 314 3107	to	3191	701 605 5913	to	5999	841 349 5000	to	5099
672 828 3410	to	3499	690 291 1361	to	1371	701 695 3982	to	3999	841 805 7747	to	7899
673 167 5776	to	5799	690 788 2877	to	2899	701 695 4148	to	4199	841 805 7944	to	8099
675 464 3700	to	3799	690 893 5344	to	5399	701 695 4227	to	4299	842 860 0300	to	0399
675 464 4000	to	4199	690 893 5512	to	5599	701 708 1741	to	1799	842 898 5582	to	5599
676 365 5958	to	5999	690 904 1300	to	1599	701 736 3966	to	3999	843 062 7100	to	7199
676 669 1024	to	1099	690 941 6000	to	6199	701 838 2800	to	2899	843 077 6288	to	6299
677 126 6734	to	6799	691 313 6383	to	6399	701 941 0600	to	0699	843 077 6378	to	6399
677 333 9979	to	9999	691 313 6600	to	6699	702 171 1603	to	1699	843 758 5769	to	5778
677 466 1088	to	1099	691 582 8003	to	8099	702 195 5109	to	5199	845 746 2618	to	2635
678 071 4500	to	4799	691 664 1800	to	1999	702 254 9300	to	9399	847 284 2481	to	2499
678 096 7531	to	7599	691 664 2400	to	2499	702 264 7569	to	7599	847 374 7055	to	7065
679 909 2578	to	2599	692 727 9362	to	9399	702 713 1800	to	1809	847 636 5304	to	5399
680 112 9565	to	9599	693 249 0779	to	0799	702 821 5730	to	5799	847 723 7500	to	7599
680 244 0903	to	0999	693 249 0877	to	1699	702 821 5805	to	5899	851 143 6826	to	6844
680 412 6046	to	6099	693 445 0566	to	0999	702 878 0114	to	0199	851 928 9221	to	9299
680 761 6800	to	6899	693 448 8500	to	8999	740 002 7710	to	7719	869 800 0000	to	999 9999
681 677 0540	to	0699	693 645 9583	to	9599	806 087 1100	to	1499	870 054 4814	to	4899
682 070 1029	to	1099	693 965 4200	to	4299	806 268 9275	to	9299	870 491 4812	to	4849
682 956 6280	to	6299	695 741 2906	to	2999	806 534 3400	to	3477	870 536 5820	to	5829
682 956 6490	to	6599	695 947 8518	to	8599	807 342 3283	to	3399	870 541 7167	to	7239
682 956 6700	to	6799	696 662 8247	to	8299	808 086 7100	to	7199	870 575 8155	to	8999
682 965 1178	to	1199	697 447 8285	to	8296	808 090 3440	to	3499	870 589 0485	to	0494
682 965 1201	to	1299	698 042 4816	to	4899	808 325 5161	to	5699	870 691 7060	to	7099

Missing, Lost, or Stolen Canadian Money Order Forms

Do Not Cash — Upon Receipt, Notify Local Postal Inspectors

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

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

000 000 001 to 692 600 000	701 945 451 to 5 500	707 958 541 to 8 570	717 193 161 to 3 490
692 720 871 to 0 900	702 033 701 to 4 050	707 960 107 to 0 160	717 228 591 to 8 680
692 876 955 to 7 050	702 051 501 to 1 750	708 059 941 to 60 000	717 333 902 to 3 950
693 290 380 to 0 400	702 053 601 to 3 800	708 115 830 to 5 860	717 739 745 to 9 910
693 290 426 to 0 450	702 104 368 to 4 900	708 116 251 to 6 310	717 884 991 to 5 050
694 063 700 to 3 897	702 128 306 to 8 400	708 138 301 to 8 480	718 026 171 to 6 290
694 063 900 to 4 000	702 179 891 to 9 900	709 222 591 to 2 920	718 466 370 to 6 420
694 550 501 to 0 530	702 260 751 to 0 850	709 243 479 to 3 500	718 568 451 to 8 479
694 595 031 to 5 050	702 410 595 to 1 050	709 411 171 to 1 320	718 590 741 to 0 770
694 595 087 to 5 300	702 660 151 to 0 540	709 649 804 to 9 820	718 714 210 to 4 370
694 698 551 to 8 650	702 723 429 to 3 450	709 733 281 to 3 580	718 795 881 to 6 000
694 745 458 to 5 600	703 004 401 to 4 820	710 046 813 to 6 840	718 961 721 to 1 780
695 105 313 to 5 350	703 083 819 to 4 020	710 358 093 to 8 166	718 982 001 to 2 300
695 142 809 to 3 050	703 432 131 to 2 230	710 358 257 to 8 270	719 869 731 to 9 760
695 144 666 to 4 700	703 626 061 to 6 090	711 021 501 to 1 510	720 227 871 to 7 930
695 272 601 to 2 750	703 863 121 to 3 240	711 049 411 to 9 560	720 227 949 to 7 960
695 277 576 to 7 650	703 863 477 to 3 540	711 408 045 to 8 090	720 368 543 to 8 570
695 530 761 to 0 800	703 867 801 to 7 980	712 003 381 to 3 650	720 392 151 to 2 570
696 487 701 to 7 800	704 030 628 to 0 640	712 104 220 to 4 230	720 556 491 to 6 640
696 784 101 to 4 550	704 154 024 to 4 120	712 327 861 to 7 890	720 558 621 to 8 650
696 870 601 to 0 650	704 227 561 to 7 829	712 327 952 to 7 980	720 575 361 to 5 570
697 047 501 to 7 600	704 227 831 to 8 069	712 647 061 to 7 090	720 590 152 to 0 179
697 052 101 to 2 350	704 228 071 to 8 100	713 284 171 to 4 260	721 638 331 to 9 170
697 217 251 to 7 400	704 420 344 to 0 490	713 292 871 to 2 990	721 815 391 to 5 420
697 249 952 to 50 050	704 568 751 to 8 990	714 035 101 to 5 160	721 969 713 to 9 740
697 414 886 to 4 900	704 965 301 to 5 770	714 155 011 to 5 400	722 072 137 to 2 160
697 469 606 to 9 700	705 116 780 to 6 790	714 328 231 to 8 440	722 378 265 to 8 280
697 850 401 to 0 750	705 280 801 to 0 980	714 442 952 to 2 980	722 413 990 to 4 004
698 098 446 to 8 550	705 475 651 to 6 040	714 562 843 to 2 860	722 764 948 to 4 980
698 300 251 to 0 300	705 566 127 to 6 280	714 590 391 to 0 430	722 825 840 to 5 889
698 504 383 to 4 650	705 740 581 to 0 730	714 609 811 to 9 930	723 153 841 to 3 850
698 533 927 to 4 200	705 782 796 to 2 820	714 609 961 to 9 990	723 237 616 to 7 630
698 562 268 to 2 400	705 822 271 to 2 480	714 807 181 to 7 240	723 331 081 to 1 110
699 090 686 to 0 750	706 180 148 to 0 290	714 871 321 to 1 500	723 496 443 to 6 470
699 752 699 to 2 850	706 184 041 to 4 220	714 928 529 to 8 590	723 967 291 to 7 320
700 068 473 to 8 500	706 357 861 to 8 190	715 128 183 to 8 330	724 655 196 to 5 340
700 161 501 to 1 650	706 382 419 to 2 430	715 144 171 to 4 470	724 711 441 to 1 500
700 202 522 to 2 700	706 628 735 to 8 820	715 197 211 to 7 570	724 711 538 to 1 560
700 290 275 to 0 300	706 638 211 to 8 420	715 595 910 to 6 180	724 793 221 to 3 250
700 465 730 to 5 750	706 817 959 to 8 000	715 941 781 to 1 810	724 908 109 to 8 120
700 561 444 to 1 550	707 034 391 to 4 450	715 962 421 to 2 480	724 937 461 to 7 670
701 423 101 to 3 150	707 292 636 to 2 660	716 477 396 to 7 430	725 163 118 to 3 151
701 625 469 to 5 550	707 441 401 to 1 687	716 556 635 to 6 660	725 202 735 to 2 750
701 643 829 to 3 850	707 441 836 to 1 940	717 191 648 to 1 690	725 398 591 to 8 800

725 464 591	to	4 920	732 193 460	to	3 470	739 793 527	to	3 550	749 685 421	to	5 450
725 475 321	to	5 330	732 201 241	to	1 390	739 942 621	to	2 650	749 846 791	to	6 850
725 711 057	to	1 070	732 220 431	to	0 440	739 999 231	to	9 320	749 993 131	to	3 580
725 738 581	to	8 730	732 355 201	to	5 380	740 011 517	to	1 530	750 071 587	to	1 610
725 981 311	to	1 430	732 472 320	to	2 560	740 030 701	to	0 970	750 408 167	to	8 183
725 987 835	to	7 880	732 541 605	to	1 620	740 261 740	to	1 820	750 438 421	to	8 501
726 060 811	to	0 900	732 572 221	to	2 490	740 265 811	to	6 290	750 743 911	to	4 030
726 391 970	to	2 520	732 586 479	to	6 710	740 299 111	to	9 170	750 779 118	to	9 400
726 484 771	to	4 800	732 994 037	to	4 080	740 299 231	to	9 260	750 910 981	to	1 010
726 493 351	to	5 300	733 163 449	to	3 460	740 329 266	to	9 320	750 960 841	to	0 900
726 504 031	to	4 063	733 297 171	to	7 290	740 889 081	to	9 090	751 296 211	to	6 240
726 504 070	to	4 090	733 446 631	to	7 110	741 010 421	to	0 530	751 539 121	to	9 180
726 504 331	to	4 390	733 474 665	to	4 770	741 113 041	to	3 370	751 541 311	to	1 790
726 563 701	to	4 060	733 704 482	to	4 570	741 373 891	to	4 340	751 757 641	to	7 700
726 599 371	to	9 460	733 751 041	to	1 130	741 452 369	to	2 490	751 936 951	to	7 010
726 626 356	to	6 370	733 971 138	to	1 210	741 492 991	to	3 140	751 951 861	to	1 890
727 182 271	to	2 510	734 009 101	to	9 130	741 553 460	to	3 470	751 999 021	to	9 110
727 416 181	to	6 240	734 290 759	to	0 770	741 764 431	to	4 520	752 139 516	to	9 570
727 481 431	to	1 460	734 389 273	to	9 290	742 178 834	to	8 880	752 182 892	to	2 950
727 749 241	to	9 780	734 440 031	to	0 111	742 325 500	to	5 520	752 206 861	to	7 100
728 382 331	to	2 480	734 797 201	to	7 320	742 325 668	to	5 700	752 731 351	to	1 410
728 458 201	to	8 260	734 939 611	to	9 640	742 408 771	to	8 830	752 767 441	to	7 470
728 702 338	to	2 400	734 950 111	to	0 170	742 512 120	to	2 150	753 008 941	to	9 030
728 915 371	to	5 850	735 120 331	to	0 840	742 684 849	to	4 890	753 194 311	to	4 370
728 953 141	to	3 410	735 123 061	to	3 690	742 839 553	to	9 630	753 620 378	to	0 400
728 954 280	to	4 310	735 283 008	to	3 020	742 913 668	to	3 700	754 013 917	to	3 940
729 169 081	to	9 140	735 293 131	to	3 220	742 917 287	to	7 296	754 161 061	to	1 120
729 363 841	to	3 870	735 783 961	to	3,990	742 921 891	to	1 980	754 358 445	to	8 610
729 682 891	to	3 190	735 803 401	to	3 430	742 983 631	to	3 810	754 410 451	to	0 660
729 838 940	to	9 070	736 005 420	to	5 440	743 020 021	to	0 170	754 438 393	to	8 410
729 839 101	to	9 130	736 366 021	to	6 110	743 206 491	to	6 500	754 493 109	to	3 130
730 077 683	to	7 840	736 624 456	to	4 500	743 235 992	to	6 050	754 664 182	to	4 220
730 109 847	to	9 880	736 670 851	to	1 060	743 245 094	to	5 170	754 816 377	to	6 470
730 373 761	to	3 850	736 767 061	to	7 090	743 940 631	to	0 900	755 487 421	to	7 600
730 501 951	to	2 130	736 767 093	to	7 120	743 978 011	to	8 070	755 592 901	to	3 140
730 519 379	to	9 470	736 982 191	to	2 370	744 234 751	to	4 780	755 790 020	to	0 030
730 569 278	to	9 360	736 982 551	to	2 730	744 260 641	to	0 670	755 791 730	to	1 800
730 711 711	to	1 740	737 110 141	to	0 170	744 499 591	to	9 680	755 926 951	to	7 070
730 722 991	to	3 230	737 185 501	to	5 710	744 626 901	to	6 910	755 957 701	to	8 000
730 845 970	to	5 990	737 317 321	to	7 350	745 388 794	to	8 910	756 035 371	to	5 490
730 888 291	to	8 320	737 517 781	to	7 840	746 446 806	to	6 820	756 047 191	to	7 220
730 927 591	to	7 680	737 628 181	to	8 210	746 818 351	to	8 410	756 301 257	to	1 290
731 307 914	to	7 930	737 634 258	to	4 270	747 245 266	to	5 280	756 371 565	to	1 580
731 402 431	to	2 460	738 361 971	to	1 980	747 364 813	to	4 830	756 876 031	to	6 090
731 407 232	to	7 320	738 648 355	to	8 450	747 501 434	to	1 450	756 876 151	to	6 240
731 588 301	to	8 340	738 849 811	to	9 900	747 739 891	to	0 070	756 970 129	to	0 140
731 767 273	to	7 320	738 892 270	to	2 290	748 148 649	to	8 760	757 078 540	to	8 560
731 781 061	to	1 120	738 997 259	to	7 380	748 259 960	to	9 970	757 086 209	to	6 240
731 837 821	to	7 910	739 161 451	to	1 540	748 565 162	to	5 280	757 222 621	to	2 830
731 841 377	to	1 450	739 219 381	to	9 440	748 874 988	to	5 030	757 240 591	to	0 650
732 018 481	to	8 600	739 530 511	to	0 540	749 137 381	to	7 410	757 277 371	to	7 700
732 067 972	to	8 370	739 740 151	to	0 180	749 190 192	to	0 210	757 291 591	to	2 730
732 188 649	to	8 670	739 793 491	to	3 520						

Counterfeited Canadian Money Order Forms

Do Not Cash

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

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

— *Postal Inspection Service, 4-20-00*

800 Number Available to Verify Canadian Money Orders

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

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

— *Postal Inspection Service, 4-20-00*

Invalid Express Mail Corporate Account Numbers

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

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

005016	009204	015505	019359	021487	025443	027735	028957	042031	065728	069805	076118	080058
005064	009337	015521	019394	021959	025453	027791	028967	050013	065831	069921	076126	080087
005115	009382	015644	019471	022201	026112	027857	028996	050018	066096	069929	076150	080140
005135	009421	015650	019834	022242	026243	027872	029475	051091	066380	070086	076159	080237
005263	009472	016146	019947	022507	026283	027932	029567	051093	067231	070218	076187	080352
005598	009478	016372	020071	022731	026374	027945	029579	053018	067317	070416	076211	080455
005821	009532	016517	020121	023008	026428	027968	029584	055091	068104	070587	076891	080466
005899	009639	016598	020157	023064	026456	027977	029624	055153	068170	070755	076935	080571
005946	009827	016635	020276	023080	026484	027982	029632	060013	068278	070970	077012	080675
005968	009976	016640	020325	023274	026541	028104	029710	060151	068327	071076	077262	085044
006246	010311	016735	020332	023338	026544	028342	029937	060301	068381	071592	077335	085144
006278	010421	018100	020413	023348	026582	028398	030022	060376	068386	071956	077364	085171
006865	010456	018112	020437	023452	026603	028503	030302	060414	068436	075044	077381	085230
006905	010480	018124	020488	023473	026612	028571	031010	061153	068454	075106	077386	085409
007010	010493	018288	020512	023494	027003	028583	031044	061224	069195	075266	077706	085618
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— Express and Priority Mail, Marketing, 4-20-00

International Mail

IMM REVISION

International Mail — Mailing to the British Virgin Islands

Acceptance employees at some USPS locations are failing to distinguish between mailpieces for delivery in the U.S. Virgin Islands (domestic mail) and comparable items destined for the British Virgin Islands (international mail). To highlight this difference, the Individual Country Listing for the British Virgin Islands in the *International Mail Manual* (IMM) is revised effective April 20, 2000. This revision will be incorporated into both the printed version of IMM Issue 23 and the online IMM, which can be accessed via Postal Explorer (<http://pe.usps.gov>).

International Mail Manual (IMM)

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Country Conditions for Mailing — British Virgin Islands

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[Add the following text under the Observations header:]

Observations

1. The U.S. Virgin Islands are a United States overseas possession comprised of the islands of **St. Thomas**, **St. Croix**, and **St. John**. Mailpieces destined for any of those islands are subject to *domestic* postage rates, mail classification definitions, preparation requirements, weight and size limits, Zip Code specifications, markings and endorsements, and other mailing conditions that are referenced in the *Domestic Mail Manual* (DMM).

2. The British Virgin Islands are a foreign destination comprised of the islands of **Anegada**, **Tortola**, **John Van Dyke**, **Peter Island**, and **Virgin Gorda**. Mailpieces destined for any of those islands are subject to *international* postage rates, mail classification definitions, preparation requirements, weight and size limits, addressing standards, customs form requirements, and other country specific conditions for mailing that are referenced in the *International Mail Manual* (IMM).

List of Post Offices

[Delete.]

British Virgin Islands

[Delete.]

U.S. Virgin Islands

[Delete.]

* * * * *

— Finance and Classification,
International Business, 4-20-00

IMM REVISION

International Mail — Express Mail International Service to Chile, Ecuador, Morocco, and Niger

Effective April 20, 2000, the *International Mail Manual* (IMM) is revised to reflect changes in the Express Mail International Service (EMS) Areas Served information in the Individual Country Listings for Chile, Ecuador, Morocco, and Niger. These revisions will be incorporated into both the printed version of IMM Issue 23 and the online IMM, which can be accessed via Postal Explorer (<http://pe.usps.gov>).

International Mail Manual (IMM)

* * * * *

Express Mail International Service — Chile

* * * * *

Areas Served

All

* * * * *

Express Mail International Service — Ecuador

* * * * *

Areas Served

EMS is available *only* to the following locations:

- Armbato
- Cuenca
- Guayaquil
- Loja
- Quito

* * * * *

Express Mail International Service — Morocco

* * * * *

Areas Served

All

* * * * *

Express Mail International Service — Niger

* * * * *

Areas Served

EMS is available *only* to the following location:

Niamey (Agadez-Arlit)

* * * * *

— Finance and Classification,
International Business, 4-20-00

IMM REVISION

International Mail — International Surface Air Lift Service to Japan

Effective April 20, 2000, Exhibit 246.71 in the *International Mail Manual* (IMM) is revised to reflect changes in the International Surface Air Lift (ISAL) rate group applicable to Japan. This revision will be incorporated into both the printed version of IMM Issue 23 and the online IMM, which can be accessed via Postal Explorer (<http://pe.usps.gov>).

International Mail Manual (IMM)

* * * * *

2 Conditions for Mailing

* * * * *

240 Printed Matter

* * * * *

246 International Surface Air Lift (ISAL) Service

* * * * *

246.7 Postage

* * * * *

246.71 Rates

* * * * *

Exhibit 246.71 International Surface Air Lift Service Network Countries and Rates

Country	City	Code	Rate Group
Japan ¹	Osaka Int'l	OSA	3
	Kawasaki Port	KWS	3

¹ To expedite handling, Japan Post has requested that ISAL shipments be separated on the following basis:

- Mailings destined for locations with post code prefixes 52–93 should be labeled to Osaka International (OSA).
- Mailings destined for all other post code locations should be labeled to Kawasaki Port (KWS).

* * * * *

— Finance and Classification,
International Business, 4-20-00

IMM AND PUBLICATION 51 REVISION

International Mail — Express Mail International Service Maximum Weight Limits

Effective April 20, 2000, the *International Mail Manual* (IMM) and Publication 51, *International Postal Rates and Fees*, are revised to reflect changes in the maximum weight limit for Express Mail International Service (EMS) items that are mailed to the following destination countries:

Bosnia-Herzegovina	Luxembourg
Brazil	Macedonia, Republic of
Burkina Faso	Madagascar
Cote d'Ivoire (Ivory Coast)	Niger
Croatia	Norway
Cyprus	Panama
Ecuador	Peru
Finland	Slovenia

These changes in the Country Conditions for Mailing will be incorporated into the printed version of IMM Issue 23 and the next printed version of Publication 51. They will also be reflected in the online versions, which can be accessed via Postal Explorer (<http://pe.usps.gov>).

International Mail Manual (IMM)

* * * * *

[Revise the EMS Postage Rates tables in the Individual Country Listings as specified below:]

Express Mail International Service — Postage Rates

EMS Rate Group Number	Affected Destination Countries	New Maximum Weight Limit (lbs.)	Cost for Each Additional Pound or Fraction Beyond the Former Weight Limit
2	Bosnia-Herzegovina Finland Norway Slovenia	66 70 66 66	\$4.00
4	Croatia Cyprus Luxembourg Macedonia, Republic of	66 70 70 44	\$4.00
5	Brazil Ecuador Panama Peru	66 66 66 66	\$3.00
6	Burkina Faso Cote d'Ivoire (Ivory Coast) Madagascar Niger	66 66 66 70	\$4.50

* * * * *

Publication 51, *International Postal Rates and Fees*

* * * * *

[Make the following changes to the Country Listing table:]

Country Listing

Country	Air AO Rate Group	EMS Rate Group	EMS Max. Weight (lb.)	Parcel Post Air Rate Group	Parcel Post Maximum Weight (lb.)	Parcel Post Insurance Maximum Amount (\$)
Bosnia-Herzegovina	EU	2	66	A	44	5000
Brazil	WH	5	66	E	66	5000 Air Only
Burkina Faso	AA	6	66	D	66	530
Cote d'Ivoire (Ivory Coast)	AA	6	66	C	70	5000
Croatia	EU	4	66	C	70	5000
Cyprus	AA	4	70	C	70	5000
Ecuador	WH	5	66	B	70	—
Finland	EU	2	70	A	70	5000 Surface 4405 Air
Luxembourg	EU	4	70	C	70	5000
Macedonia, Republic of	EU	4	44	C	44	2200
Madagascar	AA	6	66	E	66	675
Niger	AA	6	70	C	66	810
Norway	EU	2	66	D	55	5000
Panama	WH	5	66	A	70	—
Peru	WH	5	66	C	70	—
Slovenia	EU	2	66	C	33	4400

* * * * *

— Finance and Classification International Business, 4-20-00

IMM CORRECTION

International Mail — Valuepost/Canada

Effective April 20, 2000, the *International Mail Manual* (IMM) is revised to amend the labeling example in section 247.433a that applies to sacks of AO items (Other Articles) tendered as Valuepost/Canada mail. This revision will be incorporated into both the printed version of IMM Issue 23 and the online IMM, which can be accessed via Postal Explorer (<http://pe.usps.gov>).

International Mail Manual (IMM)

* * * * *

2 Conditions for Mailing

* * * * *

240 Printed Matter

* * * * *

247 Valuepost/Canada

* * * * *

247.4 Preparation Requirements

* * * * *

247.43 Sortation Requirements

* * * * *

247.433 Sack Labels

* * * * *

a. Labeling Requirements.

* * * * *

Example:

```
*****
TORONTO EO ON 140
AO
ABC PUBLISHERS CHICAGO IL 60609
*****
```

[The remainder of 247.433a is unchanged.]

* * * * *

— Finance and Classification, International Business, 4-20-00

ICM UPDATE

International Customized Mail

On March 31, 2000, the U.S. Postal Service (USPS) amended an International Customized Mail (ICM) service Agreement dated December 9, 1999. The Amendment modifies the rate for International Priority Airmail to Australia and New Zealand. In accordance with *International Mail Manual (IMM) 294*, the USPS previously announced entering into an International Customized Mail service Agreement with this qualifying mailer and hereby makes public the following information regarding this Amendment:

- a. **Term:** April 1, 2000, through December 31, 2000.
- b. **Type of mail:** *Letters, Letter Packages, Small Packages, and Printed Matter.* Every item must conform to the mailing requirements set forth in the IMM for qualifying International Surface Air Lift (ISAL) service, International Priority Airmail (IPA) service, and Global Direct service.
- c. **Destination countries:** Worldwide.
- d. **Service provided by the Postal Service:** The USPS has agreed to:
 1. Furnish the mailer, or mailing agent, with the equipment and supplies necessary to prepare qualifying mail.
 2. Provide the mailer, or mailing agent, with the training necessary to prepare qualifying mail in conformity with USPS requirements.
 3. Arrange for appropriate air and surface transportation for qualifying mail.
- e. **Minimum volume commitment:** The mailer has agreed to tender a minimum annual volume requirement of 3.7 million pieces of mail.
- f. **Worksharing:** The mailer has agreed to:
 1. Prepare mail in accordance with the applicable USPS requirements.
 2. Tender qualifying mail to the USPS at the appropriate deposit locations the USPS specifies.
 3. Pay postage for qualifying mail in accordance with USPS regulations.

g. Rates:

International Priority Airmail Rates

Mail Type	Presort Rate Group	Maximum Weight per Piece	Rates
Letters Printed Matter	All Countries with the exception of Australia and New Zealand	Up to .768 oz. (.049 lbs.)	\$0.38 per piece
Letters Printed Matter	Australia and New Zealand	Up to .768 oz. (.049 lbs.)	\$0.30 per piece
Printed Matter Letter Packages Small Packets	All Rate Groups	Over .768 oz. and up to 4 lbs.	\$5.10 per lb.

International Surface Air Lift Rates

Mail Type	Rate Group	Maximum Weight per Piece	Rates (ISC)
Small Packets	ALL (except Canada)	Up to 4 lbs.	\$4.85 per lb.

Global Direct Rates

USPS Service	Mail Type	Maximum Weight Per Piece	Rates Per Piece
Global Direct — Austria	Standard	20 grams (.044 lbs.)	\$0.412
	Large	20 grams (.044 lbs.) 25 grams (.055 lbs.)	\$0.463 \$0.469
Global Direct — Germany	Standard	20 grams (.044 lbs.)	\$0.376
	Large	20 grams (.044 lbs.) 25 grams (.055 lbs.)	\$0.540 \$0.575
Global Direct — South Africa	Standard	20 grams (.044 lbs.) 25 grams (.055 lbs.)	\$0.315 \$0.332
	Large	20 grams (.044 lbs.) 25 grams (.055 lbs.)	\$0.492 \$0.509

— Marketing and Sales,
International Business, 4-20-00

ICM UPDATE

International Customized Mail

On March 31, 2000, the U.S. Postal Service (USPS) entered into an International Customized Mail (ICM) service Agreement with a qualifying mailer. In accordance with *International Mail Manual* (IMM) 294, the USPS hereby makes public the following information concerning the Agreement:

- a. **Term:** April 1, 2000, through December 31, 2000.
- b. **Type of mail:** *ISAL, IPA, Global Direct — Canada, and Global Direct — Mexico.* Every item must conform to the mailing requirements set forth in the IMM for qualifying mail.
- c. **Destination countries:** Worldwide.
- d. **Service provided by the Postal Service:** The Postal Service has agreed to:
 - 1. Furnish the mailer, or mailing agent, with the equipment and supplies necessary to prepare qualifying mail.
 - 2. Provide the mailer, or mailing agent, with the training necessary to prepare qualifying mail in conformity with Postal Service requirements.
 - 3. Arrange for appropriate air and surface transportation for qualifying mail.
- e. **Minimum volume commitment:** The Mailer has agreed to a minimum requirement of \$10 million of combined ISAL, IPA, and Global Direct revenue during Postal Fiscal Year 2000. If the Mailer does not tender \$10 million of combined ISAL, IPA, and Global Direct revenue during Postal Fiscal Year 2000, the Mailer must reimburse the USPS the amount of the additional discount it received above the qualifying discount earned subject to this Agreement in accordance with Exhibit 1.
- f. **Worksharing:** The mailer has agreed to:
 - 1. Prepare mail in accordance with the applicable USPS requirements.
 - 2. Pay postage for qualifying mail in accordance with payment methods as referenced in the IMM for ISAL, IPA, Global Direct — Canada, and Global Direct — Mexico.

- 3. Tender qualifying mail to the USPS at the appropriate deposit locations for ISAL, IPA, Global Direct — Canada, and Global Direct — Mexico as specified in the IMM.
- 4. Provide projections of mailings including date, weight, volume, and locations where mail will be tendered.
- 5. Notify the USPS of any new acceptance sites and appropriate permit numbers that it will use at least two (2) weeks before the start-up of each additional site.
- g. **Rates:** The mailer will pay the Global Direct mail rates in Annex One until midnight on April 16, 2000. At 12:01 a.m. on April 17, 2000, the rates for Global Direct mail in Annex Two come into effect. In the event the costs associated with USPS Global Direct service increase in excess of five (5) percent, the USPS shall notify the mailer in writing and renegotiate the rates established under the Agreement.

Exhibit 1

Annual IPA, ISAL, and Global Direct Revenue*	Discount
\$2,000,000 – \$4,999,999	5.00%
\$5,000,000 – \$5,999,999	10.00%
\$6,000,000 – \$6,999,999	11.00%
\$7,000,000 – \$7,999,999	12.00%
\$8,000,000 – \$8,999,999	13.00%
\$9,000,000 – \$9,999,999	14.00%
\$10,000,000 – \$14,999,999	15.25%
\$15,000,000 – \$19,999,999	15.50%
\$20,000,000 – \$24,999,999	15.75%
\$25,000,000 +	16.00%

*Actual revenue received after any discount is applied.

**Annex One
Global Direct — Canada**

These rates are effective until midnight April 16, 2000.

Publications Mail	
Letter Carrier Presort (LCP)	
	US Dollars
Delivery Mode Direct	\$0.216
Delivery Facility	\$0.242
City	\$0.275
DCF	\$0.327
FCP	\$0.350
Residue	\$0.405
Over 7.04 oz. (.44 lb.) (200 g)	
Per additional pound	\$0.419
National Distribution Guide (NDG)	
Over 3.52 oz. (0.22 lb.) (100 g)	\$0.307
Per additional pound	\$0.661

Admail		
Letter Carrier Presort (LCP)		
Up to 1.76 oz (50 g)		
	US Dollars	
	STANDARD	LARGE
Delivery Mode Direct	\$0.200	\$0.245
Delivery Facility	\$0.226	\$0.271
Direct Rural	\$0.226	\$0.271
City	\$0.245	\$0.291
DCF	\$0.245	\$0.291
FCP	\$0.278	\$0.324
Residue	\$0.278	\$0.324
Over 1.76 oz. (0.11 lb.)		
Per additional pound	\$0.476	\$0.635
National Distribution Guide		
Up to 1.76 oz. (50 g)		
(All levels)	\$0.252	\$0.297
Over 1.76 oz. (0.11 lb.)		
Per additional pound	\$0.476	\$0.635

GLOBAL DIRECT — MEXICO

		WITH POST CODES	WITHOUT POST CODES
Weight/Piece (grams)	Weight/Piece (ounces)	Per Piece In US Dollars	Per Piece In US Dollars
less than =	less than =		
20	0.71	\$0.192	\$0.317
30	1.06	\$0.240	\$0.395
40	1.41	\$0.251	\$0.406
50	1.76	\$0.262	\$0.466
60	2.12	\$0.310	\$0.485
70	2.47	\$0.320	\$0.555
80	2.82	\$0.331	\$0.571
90	3.17	\$0.342	\$0.627
100	3.53	\$0.352	\$0.638
110	3.88	\$0.401	\$0.847
120	4.23	\$0.411	\$0.862
130	4.59	\$0.422	\$0.868
140	4.94	\$0.432	\$0.878
150	5.29	\$0.443	\$0.889
160	5.64	\$0.454	\$0.900
170	6.00	\$0.464	\$0.910
180	6.35	\$0.475	\$0.921
190	6.70	\$0.486	\$0.932
200	7.05	\$0.496	\$0.942
210	7.41	\$0.567	\$1.045
220	7.76	\$0.578	\$1.056
230	8.11	\$0.588	\$1.067
240	8.47	\$0.599	\$1.077
250	8.82	\$0.610	\$1.088

		WITH POST CODES	WITHOUT POST CODES
Weight/Piece (grams)	Weight/Piece (ounces)	Per Piece In US Dollars	Per Piece In US Dollars
260	9.17	\$0.620	\$1.098
270	9.52	\$0.631	\$1.109
280	9.88	\$0.641	\$1.120
290	10.23	\$0.652	\$1.130
300	10.58	\$0.663	\$1.141
310	10.93	\$0.726	\$1.232
320	11.29	\$0.737	\$1.243
330	11.64	\$0.747	\$1.254
340	11.99	\$0.758	\$1.264
350	12.35	\$0.769	\$1.275
360	12.70	\$0.779	\$1.286
370	13.05	\$0.790	\$1.296
380	13.40	\$0.800	\$1.307
390	13.76	\$0.811	\$1.317
400	14.11	\$0.822	\$1.328
410	14.46	\$0.885	\$1.349
420	14.81	\$0.896	\$1.360
430	15.17	\$0.906	\$1.370
440	15.52	\$0.917	\$1.381
450	15.87	\$0.928	\$1.392
460	16.23	\$0.938	\$1.402
470	16.58	\$0.949	\$1.413
480	16.93	\$0.959	\$1.424
490	17.28	\$0.970	\$1.434
500	17.64	\$0.981	\$1.445

Annex Two

These rates are effective from 12:01 a.m. on April 17, 2000.

**Global Direct — Canada
Global Direct — Canada Publications
Rates Schedule**

Global Direct — Canada Publications Mail		National Distribution Guide	
Letter Carrier Presort			
First 7.04 oz. (0.44 lb.) (200 g)		Up to First 3.52 oz. (0.22 lb.) (100 g)	US \$0.333
Delivery Mode Direct	US \$0.236	Over 3.52 oz. (0.22 lb.) (100 g) Per additional pound US \$0.688	
Delivery Facility	US \$0.270		
Distribution Center Facility (DCF)	US \$0.270		
Residue	US \$0.430		
Over 7.04 oz. (0.44 lb.) (200 g) Per additional pound	US \$0.531		

**Global Direct — Canada Admail
Rates Schedule**

Global Direct — Canada Admail			
Letter Carrier Presort			
First 1.76 oz. (0.11 lb.) (50 g)	STANDARD	LARGE	First 1.76 oz. (0.11 lb.) (50 g)
Delivery Mode Direct	US \$0.200	US \$0.249	STANDARD LARGE
Delivery Facility	US \$0.228	US \$0.276	US \$0.255 US \$0.304
Distribution Center Facility (DCF)	US \$0.228	US \$0.276	Over 1.76 oz. (0.11 lb.) (50 g) Per additional pound
Residue	US \$0.283	US \$0.332	
Over 1.76 oz. (0.11 lb.) (50 g) Per additional pound	US \$0.525	US \$0.682	STANDARD LARGE
			US \$0.525 US \$0.682

GLOBAL DIRECT — MEXICO

		WITH POST CODES	WITHOUT POST CODES
Weight/Piece (grams)	Weight/Piece (ounces)	Per Piece In US Dollars	Per Piece In US Dollars
less than =	less than =		
20	0.71	\$0.192	\$0.317
30	1.06	\$0.240	\$0.395
40	1.41	\$0.251	\$0.406
50	1.76	\$0.262	\$0.466
60	2.12	\$0.310	\$0.485
70	2.47	\$0.320	\$0.555
80	2.82	\$0.331	\$0.571
90	3.17	\$0.342	\$0.627
100	3.53	\$0.352	\$0.638
110	3.88	\$0.401	\$0.847
120	4.23	\$0.411	\$0.862
130	4.59	\$0.422	\$0.868
140	4.94	\$0.432	\$0.878
150	5.29	\$0.443	\$0.889

		WITH POST CODES	WITHOUT POST CODES
Weight/Piece (grams)	Weight/Piece (ounces)	Per Piece In US Dollars	Per Piece In US Dollars
160	5.64	\$0.454	\$0.900
170	6.00	\$0.464	\$0.910
180	6.35	\$0.475	\$0.921
190	6.70	\$0.486	\$0.932
200	7.05	\$0.496	\$0.942
210	7.41	\$0.567	\$1.045
220	7.76	\$0.578	\$1.056
230	8.11	\$0.588	\$1.067
240	8.47	\$0.599	\$1.077
250	8.82	\$0.610	\$1.088
260	9.17	\$0.620	\$1.098
270	9.52	\$0.631	\$1.109
280	9.88	\$0.641	\$1.120
290	10.23	\$0.652	\$1.130
300	10.58	\$0.663	\$1.141

		WITH POST CODES	WITHOUT POST CODES
Weight/Piece (grams)	Weight/Piece (ounces)	Per Piece In US Dollars	Per Piece In US Dollars
310	10.93	\$0.726	\$1.232
320	11.29	\$0.737	\$1.243
330	11.64	\$0.747	\$1.254
340	11.99	\$0.758	\$1.264
350	12.35	\$0.769	\$1.275
360	12.70	\$0.779	\$1.286
370	13.05	\$0.790	\$1.296
380	13.40	\$0.800	\$1.307
390	13.76	\$0.811	\$1.317
400	14.11	\$0.822	\$1.328
410	14.46	\$0.885	\$1.349
420	14.81	\$0.896	\$1.360
430	15.17	\$0.906	\$1.370
440	15.52	\$0.917	\$1.381
450	15.87	\$0.928	\$1.392
460	16.23	\$0.938	\$1.402
470	16.58	\$0.949	\$1.413
480	16.93	\$0.959	\$1.424
490	17.28	\$0.970	\$1.434
500	17.64	\$0.981	\$1.445

— Marketing and Sales,
International Business, 4-20-00

ICM UPDATE

International Customized Mail

On November 4, 1999, the U.S. Postal Service (USPS) entered into an International Customized Mail (ICM) service Agreement with a qualifying mailer. In accordance with *International Mail Manual* (IMM) 294, the USPS hereby makes public the following information concerning the Agreement:

- a. **Term:** November 8, 1999, through November 8, 2000.
- b. **Type of mail:** *Express Mail International Service* (EMS). Every item must conform to the mailing requirements set forth in the IMM for qualifying mail.
- c. **Destination countries:** Japan and Canada.
- d. **Service provided by the Postal Service:** The Postal Service has agreed to:
 1. Furnish the mailer, or mailing agent, with the equipment and supplies necessary to prepare qualifying mail.
 2. Provide the mailer, or mailing agent, with the training necessary to prepare qualifying mail in conformity with Postal Service requirements.

- 3. Provide a system that will include a computer workstation, in-line scale, printers, and manifesting software.
- 4. Provide at the end of each Postal Accounting Period a statement of the status of the mailer's Corporate Account.
- 5. Arrange for appropriate air and surface transportation for qualifying mail.
- g. **Minimum volume commitment:** The mailer has agreed to tender a minimum of 30,000 pieces annually of qualifying EMS mail.
- h. **Worksharing:** The mailer has agreed to:
 1. Prepare mail in accordance with the applicable USPS requirements.
 2. Pay postage for qualifying mail in accordance with payment methods as referenced in the IMM and the *Domestic Mail Manual* (DMM) for Express Mail Corporate Accounts (EMCA).

3. Tender qualifying mail to the appropriate USPS facility in accordance with instructions the USPS provides.
4. Provide a schedule of mailings including the date of tender, weight, volume, and location where mail will originate in accordance with instructions provided by the USPS.

- h. **Rates:** The mailer will pay a rate of \$15.11 per piece plus \$2.39 per pound for EMS shipments to Japan, and a rate of \$13.94 per piece plus \$1.20 per pound for EMS shipments to Canada. In the event the costs associated with USPS EMS service increase in excess of ten (10) percent, the USPS shall notify the mailer, in writing, and renegotiate rates or terminate the Agreement within sixty (60) days after receipt of the written notification.

— Marketing and Sales,
International Business, 4-20-00

ICM UPDATE

International Customized Mail

On November 23, 1999, the U.S. Postal Service (USPS) amended an International Customized Mail (ICM) service Agreement dated November 8, 1999. The Amendment modifies the Agreement to stipulate that every item must comply with the preparation requirements as set forth in *International Mail Manual* (IMM) 214 for EMS. In accordance with IMM 294, the Postal Service previously announced entering into an International Customized Mail service Agreement with this qualifying mailer and hereby makes public the following information regarding this Amendment:

- a. **Term:** December 13, 1999, through November 8, 2000.
- b. **Type of mail:** *Express Mail International Service* (EMS). Every item must conform to the mailing requirements set forth by the USPS in the IMM for all qualifying EMS mail.
- c. **Destination countries:** Japan and Canada.
- d. **Service provided by the Postal Service:** The USPS has agreed to:
 1. Furnish the mailer, or mailing agent, with the equipment and supplies necessary to prepare qualifying mail.
 2. Provide the mailer, or mailing agent, with the training necessary to prepare qualifying mail in conformity with Postal Service requirements.
 3. Provide a system that will include a computer workstation, in-line scale, printers, and manifesting software.
 4. Provide at the end of each Postal Accounting Period a statement of the status of the mailer's Corporate Account.
 5. Arrange for appropriate air and surface transportation for qualifying mail.

- e. **Minimum volume commitments:** The mailer has agreed to tender a minimum of 30,000 pieces annually of qualifying EMS mail.
- f. **Worksharing:** The mailer has agreed to:
 1. Prepare mail in accordance with the applicable USPS requirements. Mailings must be kept separate from any other type of mail being submitted. Each mailpiece must be properly labeled, customs form attached, and accompanied by the manifest.
 2. Pay postage for qualifying mail in accordance with payment methods as referenced in the IMM and the *Domestic Mail Manual* (DMM) for Express Mail Corporate Accounts (EMCA).
 3. Tender qualifying mail to the appropriate USPS facility in accordance with instructions the USPS provides.
 4. Provide a schedule of mailings including the date of tender, weight, volume, and location where mail will originate in accordance with instructions provided by the USPS.
- g. **Rates:** The mailer will pay a rate of \$15.11 per piece plus \$2.39 per pound for EMS shipments to Japan, and a rate of \$13.94 per piece plus \$1.20 per pound for EMS shipments to Canada. In the event the costs associated with USPS EMS service increase in excess of ten (10) percent, the USPS shall notify the mailer, in writing, and renegotiate rates or terminate the Agreement within sixty (60) days after receipt of the written notification.

— Marketing and Sales,
International Business, 4-20-00

Philately

STAMP ANNOUNCEMENT 00-21

Youth Team Sports Commemorative Stamps



Copyright USPS 1999

The Postal Service will issue four 33-cent *Youth Team Sports* commemorative stamps (Item Number 446600) in Lake Buena Vista, FL, at Disney World Sports Complex, on May 27, 2000. The stamps, designed by Derry Noyes of Washington, DC, and based on photographs described below go on sale nationwide May 28, 2000.

The photographs used in each stamp design were chosen to convey the action and excitement of team play: William Sallaz's photograph depicts the athleticism of basketball; Mike Powell's image portrays a football player running with the ball; Zoran Milich's photograph features two soccer players competing for possession of the ball; and Bob Wickley's image captures a baseball pitch in mid flight. These sports are popular with American children and were selected because they encourage a healthy lifestyle, promote socialization, and provide opportunities to learn cooperation and teamwork.

How to Order the First Day of Issue Postmark

The first day of issue postmark will read "Lake Buena Vista, FL 32830"; however, orders for first day of issue postmarks must be addressed to:

YOUTH TEAM SPORTS COMMEMORATIVE STAMPS
POSTMASTER
10401 POST OFFICE BLVD
ORLANDO FL 32862-9991

Customers may also purchase stamps and receive the first day of issue postmark on May 27 at the General Mail Facility, 10401 Post Office Blvd., Orlando, FL.

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase the new stamps at their local post office, affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them in a larger envelope addressed as described above. 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 June 26, 2000.

Stamp Fulfillment Services (SFS) also offers first day covers for new stamp issues and postal stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic* catalog. Customers may request a free catalog by telephoning 1 800 STAMP-24, by visiting our Web site at www.stampsonline.com, or writing to:

INFORMATION FULFILLMENT
DEPT 6270
US POSTAL SERVICE
PO BOX 219014
KANSAS CITY MO 64121-9014

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

Distribution

Stamp distribution offices (SDOs) will receive a full distribution of their standard automatic distribution quantities for gummed sheet stamps. Distributions are rounded up to the nearest master carton size (50,000 stamps).

Initial Supply to Post Offices

SDOs will make a subsequent automatic distribution to post offices for one-half of their standard automatic distribution quantities using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to post offices before May 20, 2000.

Additional Supply

Post offices requiring additional stamps must requisition them from their designated SDO using PS Form 17. SDOs requiring additional stamps must order them from the appropriate accountable paper depository (APD) using PS Form 17. The Denver, CO, APD will receive 100,000 additional stamps and all other APDs will receive 450,000 stamps for filling supplemental orders.

Philatelic Requirement

SDOs with authorized philatelic centers will receive an automatic distribution of these stamps in six positions for subsequent distribution to each philatelic window.

SDOs That Serve This Many Philatelic Windows	Will Receive This Quantity of the <i>Youth Team Sports</i> Commemorative Stamp, Item Number 446600
1	12,000
2	24,000
3	36,000
4	48,000
5	60,000
6	72,000
7	84,000
8	96,000
9	108,000
12	144,000
14	168,000
16	192,000
18	228,000
20	240,000

Sales Policy

All post offices must acquire and maintain a supply of each new commemorative until the stamp is officially withdrawn from sale. If supplies run low, post offices must reorder additional quantities using their normal ordering procedures. This pane may be split and the stamps can be sold individually.

Issue:	<i>Youth Team Sports</i>
Item Number:	446600
Denomination & Type of Issue:	33-cent Commemorative
PS Format:	Pane of 20 with selvage (4 designs)
Series:	N/A
Issue Date & City:	May 27, 2000, Lake Buena Vista, FL 32830
Photographers:	Basketball stamp and selvage: William Sallaz, <i>Sports Illustrated</i> Football stamp and selvage: Mike Powell, Allsport Soccer stamp: Zoran Milich, Toronto, Canada Baseball stamp: Bob Wickley, Superstock, Inc. Baseball selvage: David Madison, Portola Valley, CA Soccer selvage: Lan Li-Hua, Woodstock, NY
Designer:	Derry Noyes, Washington, DC
Engraver:	N/A
Illustrator:	N/A
Art Director:	Derry Noyes, Washington, DC
Typographer:	John Boyd, New York, NY
Modeler:	Joseph Sheeran
Manufacturing Process:	Offset
Printer:	Sterling Sommer
Printed at:	Tonawanda, NY
Press Type:	Akiyama, 628
Stamps per Coil/Pane:	20
Print Quantity:	88 million stamps
Paper Type:	Nonphosphored, Type III, Postphosphor block tagging
Gum Type:	Water-activated
Processed at:	Ashton Potter (USA) Ltd.
Colors:	Black, Cyan, Magenta, Yellow
Stamp Orientation:	Vertical
Image Area (w x h):	1.085x1.42 in./27.559x36.068 mm
Overall Size (w x h):	1.225x1.56 in./39.624x31.115 mm
Full Pane Size (w x h):	7.116x9.104 in./180.746x231.242 mm
Plate Size:	120 stamps per revolution
Plate Numbers:	"P" followed by four (4) single digits
Marginal Markings:	"© USPS 1999" • Plate Block (6 positions) • Price • Plate Number Selvage Photo • Header • Barcode
Catalog Item Number(s):	406620 Block of 4 — \$1.32 406630 Block of 10 — \$3.30 406640 Full Pane of 20 w/ plate no. — \$6.60 406662 First Day Cancellation, Block of 4 — \$1.53 406663 First Day Cancellation, Set of 4 — \$2.16
Sale Date:	May 27, 2000
Nationwide Sale Date:	May 28, 2000

PICTORIAL CANCELLATION

Wile E. Coyote and Road Runner Pictorial Cancellation

The *Wile E. Coyote and Road Runner* commemorative stamp will be issued on April 26, 2000, in Phoenix, AZ. The stamp will go on sale nationwide on April 27, 2000.

Wile E. Coyote, Road Runner, and other Looney Tunes characters, names, and related indicia are the property of Warner Bros. To ensure the correct use of Wile E. Coyote and Road Runner in cancellations, the Postal Service and Warner Bros. have authorized one pictorial cancellation design for field use.

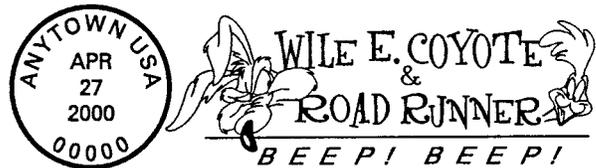
The Wile E. Coyote and Road Runner pictorial cancellation art was developed exclusively for commemorating Wile E. Coyote and Road Runner stamp events and may not be altered in any way, except as instructed in the guidelines.

As a reminder, the Postal service must endeavor to make all unusual postmarking widely known to collectors through advance national publicity to avoid such postmarks being available only to small groups of people. Therefore, all pictorial cancellations for local events must be reported to Stamp Development on the Pictorial Cancellation Announcement form (see page 67) so that national publicity may be arranged.

Mail-back service will be honored by participating post offices for 30 days following the event.

Guidelines for Finalizing Wile E. Coyote and Road Runner Station Pictorial Cancellation Art

To finalize the Wile E. Coyote and Road Runner pictorial cancellation art, insert within the circle the city, state, and Zip Code of the physical location where your event is being held along with the month, day, and year that the cancellation is to be offered. Overall dimensions of the pictorial cancellation must not exceed 4 inches horizontally and 1 inch vertically, as shown in the original/unfinished and final art examples on this page.





Pictorial Cancellation Announcement

<p>Complete this announcement and forward it to the following address:</p> <p>PICTORIAL CANCELLATIONS PROGRAM MANAGER STAMP SERVICES US POSTAL SERVICE 475 L'ENFANT PLZ SW RM 4474-EB WASHINGTON DC 20260-2437</p>	<p><i>Insert pictorial cancellation Copy here</i> (Camera ready or reproducible) No larger than 4" horizontal x 2" vertical (the dimensions of this box)</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Postal Service Contact (name, address, phone)	
Station Date(s)	
Sponsor	
Station Name	
Complete Street Address or PO Box Number	
City/State/ZIP+4	

Mail Cancellation Requests to:

Station Name	
Addressee Name (usually "Postmaster")	
Complete Street Address or PO Box 9998	
City/State/ZIP+4	

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Pictorial Cancellations Announcement

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

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

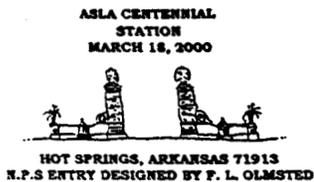
All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail postage (33 cents per envelope or 20 cents per postcard).

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

Customers wishing to obtain a cancellation should affix stamps to any envelope or postcard of their choice, address the envelope or postcard to themselves or others, insert a card of postcard thickness in envelopes for sturdiness, and tuck in the flap. Place the envelope or postcard in a larger envelope and address it to: PICTORIAL CANCELLATIONS, followed by the NAME OF THE STATION, ADDRESS, CITY, STATE, ZIP + 4 CODE, exactly as listed below (using all capitals and no punctuation, except the hyphen in the ZIP + 4 code).

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

The following pictorial cancellation has been extended for 60 days.



March 18, 2000

American Society of Landscape Architects — AR Chapter
 ASLA CENTENNIAL STATION
 POSTMASTER
 335 SECTION LINE RD
 HOT SPRINGS AR 71913-9998



March 18, 2000

VENPEX STATION
 POSTMASTER
 675 E SANTA CLARA
 VENTURA CA 93001-9998



March 31–April 1, 2000

World Daffodil Convention
 WORLD DAFFODIL CONVENTION
 STATION
 POSTMASTER
 PO BOX 3079
 PORTLAND OR 97208-3079



March 23–April 2, 2000

Columbus Philatelic Club, Inc.
 CPC RAILROAD STATION
 POSTMASTER
 850 TWIN RIVERS DR
 COLUMBUS OH 43216-9653



April 1, 2000

ROANOKE DOLL STATION
 POSTMASTER
 3078 HWY 431
 ROANOKE AL 36274-9998



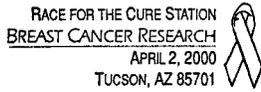
March 31, 2000

SUBMARINE STATION
 POSTMASTER
 560 HUYLER ST
 SOUTH HACKENSACK NJ 07606-9998

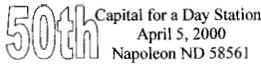


April 2, 2000

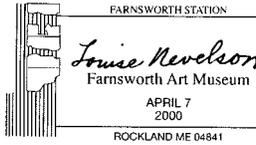
FOOLS FIVE STATION
 POSTMASTER
 PO BOX 9998
 LEWISTON MN 55952-9998



April 2, 2000
RACE FOR THE CURE STATION
 POSTMASTER
 1501 S CHERRYBELL STRA
 TUCSON AZ 85726-9998



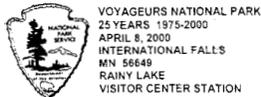
April 5, 2000
Napoleon Business Association
CAPITAL FOR A DAY STATION
 POSTMASTER
 PO BOX 9998
 NAPOLEON ND 58561-9998



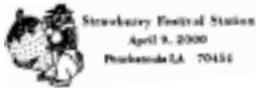
April 7, 2000
Farnsworth Art Museum
FARNSWORTH STATION
 POSTMASTER
 21 LIMEROCK ST
 ROCKLAND ME 04841-9998



April 8, 2000
100 YEAR SUB SERVICE ANNIVERSARY STATION
 POSTMASTER
 250 ST JOSEPH ST
 MOBILE AL 36601-9998



April 8, 2000
RAINY LAKE VISITOR CENTER STATION
 POSTMASTER
 PO BOX 9998
 INTERNATIONAL FALLS MN 56649-9998



April 8-9, 2000
Strawberry Committee
STRAWBERRY FESTIVAL STATION
 POSTMASTER
 275 N 5TH ST
 PONCHATOU LA 70454-9998



April 10, 2000
QUALCOMM STADIUM STATION
 POSTMASTER
 2535 MIDWAY DR
 SAN DIEGO CA 92108-9998



April 11, 2000
San Pedro Main Post Office
SUBMARINE CENTENNIAL STATION
 POSTMASTER
 839 S BEACON ST
 SAN PEDRO CA 90731-9998



April 11, 2000
 USPS
150TH ANNIVERSARY STATION
 POSTMASTER
 PO BOX 9998
 RANSOM PA 18653-9998



April 13, 2000
SAN DIEGO MARITIME MUSEUM STATION
 POSTMASTER
 PO BOX 85530
 SAN DIEGO CA 92186-9998



April 15, 2000
Clifford R Hope Dedication
HOPE STATION
 POSTMASTER
 410 N 6TH ST
 GARDEN CITY KS 67846-9998



April 17, 2000
TAX PARTY STATION
 POSTMASTER
 12 E OTTAWA ST
 RICHWOOD OH 43344-9998



April 17, 2000
Hopkinton Marathon Committee & Hopkinton Parks & Recreation
IT ALL STARTS HERE MARATHON STATION
 POSTMASTER
 5 CEDAR ST
 HOPKINTON MA 01748-9998



April 18, 2000
Baylor County AG Committee
BAYLOR COUNTY AG APPRECIATION STATION
 POSTMASTER
 210 N WASHINGTON ST
 SEYMOUR TX 76380-9998



April 20, 2000
Burleson Post Office
BURLESON STATION
 POSTMASTER
 232 SW JOHNSON AVE
 BURLESON TX 76028-9998



April 20, 2000
NEWARK POST OFFICE STATION
 POSTMASTER
 300 S MAIN ST
 NEWARK NY 14513-9998



April 20-22, 2000
US Postal Service CTC Express
CELEBRATE THE CENTURY STATION
 POSTMASTER
 600 E CAPITOL AVE
 LITTLE ROCK AR 72202-9998



April 20-30, 2000
90TH ANNIVERSARY PIMA COUNTY FAIR STATION
 POSTMASTER
 1501 S CHERRYBELL STRA
 TUCSON AZ 85726-9998



April 21, 2000
Pendleton Lions Club
PENDLETON LIONS STATION
POSTMASTER
PO BOX 9998
PENDLETON OR 97801-9998



Dauphin County Library System
East Shore Area Library Station
Harrisburg, PA 17109
April 25, 2000

Bridge to the Past, Guidepost to the Future

April 25, 2000

Dauphin County Library System
EAST SHORE AREA LIBRARY STATION
POSTMASTER
PHILATELIC OFFICE
1425 CROOKED HILL RD
HARRISBURG PA 17107-9714



Equestrian Station
April 21 - 22
Oak Ridge, NC 27310
April 21, 2000

April 21-22, 2000

Lynette Kinney
EQUESTRIAN STATION
POSTMASTER
HWY 150 & 68
OAK RIDGE NC 27310-9998



KALTREIDER-BENFER
LIBRARY
DEDICATION STATION

April 25, 2000

KALTREIDER-BENFER LIBRARY
DEDICATION STATION
POSTMASTER
500 N MAIN ST
RED LION PA 17356-9998



C & O CANAL
Completed 150 years ago
CARDEROCK STATION
April 22, 2000
Cabin John MD 20818

April 22, 2000

Chesapeake & Ohio Canal Association Inc.
CARDEROCK STATION
POSTMASTER
7945 MACARTHUR BLVD STE 101
CABIN JOHN MD 20818-9998



CELEBRATION STATION
75TH ANNIVERSARY
APRIL 25, 2000
ROCK FALLS, IL 61071
TAKE TIME FOR FUN

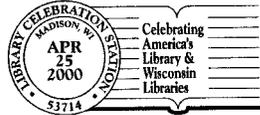
April 25, 2000

75TH ANNIVERSARY CELEBRATION
STATION
POSTMASTER
PO BOX 9998
ROCK FALLS IL 61071-9998



April 22, 2000

GARNET FESTIVAL STATION
POSTMASTER
PO BOX 9998
WRANGELL AK 99929-9998



Celebrating
America's
Library &
Wisconsin
Libraries

April 25, 2000

LIBRARY CELEBRATION STATION
POSTMASTER
PO BOX 9998
MADISON WI 53714-9998



Breast Cancer Research
STATION

April 22-May 19, 2000

USPS
BREAST CANCER RESEARCH STATION
POSTMASTER
506 GRIGGS AVE
GRAFTON ND 58237-9998



April 25, 2000

GUILDERLAND PUBLIC LIBRARY STATION
POSTMASTER
11 NEW KARNER RD
GUILDERLAND NY 12084-9998



April 24, 2000

Johnson Space Center Stamp Club
10TH ANNIVERSARY STATION
POSTMASTER
PO BOX 9998
HOUSTON TX 77201-9998



April 25, 2000

Coffey County Library
LEBO CITY LIBRARY STATION
POSTMASTER
PO BOX 9998
LEBO KS 66856-9998



April 24-25, 2000

Goddard Space Flight Center Stamp Club
GODDARD SPACE FLIGHT CENTER
STATION
POSTMASTER
119 CENTERWAY
GREENBELT MD 20770-9998



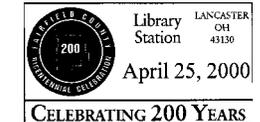
April 25, 2000

DESOTA COUNTY LIBRARY STATION
POSTMASTER
109 N POLK AVE
ARCADIA FL 34266-9998



April 25, 2000

Linebaugh Public Library
LINEBAUGH PUBLIC LIBRARY
POSTMASTER
811 ROYAL PKY
NASHVILLE TN 37229-9281



April 25, 2000

Fairfield County Library
LIBRARY STATION
POSTMASTER
PO BOX 9998
LANCASTER OH 43130-9998



Bridge to the Past, Guidepost to the Future

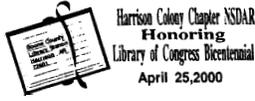
April 25, 2000

Dauphin County Library System
HARRISBURG DOWNTOWN LIBRARY
STATION
PHILATELIC OFFICE
1425 CROOKED HILL RD
HARRISBURG PA 17107-9714



April 25, 2000

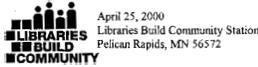
Arkansas State University Mountain Home
ROLLER HALL STATION
POSTMASTER
975 COLEY DR
MOUNTAIN HOME AR 72653-9998



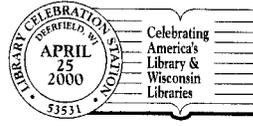
April 25, 2000
Harrison Colony Chapter Natl Society
Daughters of the American Revolution
BOONE COUNTY LIBRARY STATION
POSTMASTER
215 W INDUSTRIAL PK RD
HARRISON AR 72601-9998



April 25, 2000
GARDEN GROVE REGIONAL LIBRARY
STATION
POSTMASTER
10441 STANFORD AVE
GARDEN GROVE CA 92842-9998



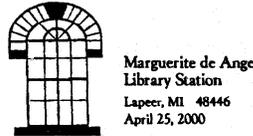
April 25, 2000
Pelican Rapids Public Library
LIBRARIES BUILD COMMUNITY STATION
POSTMASTER
PO BOX 9998
PELICAN RAPIDS MN 56572-9998



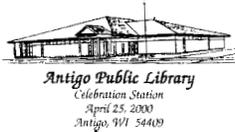
April 25, 2000
Deerfield Library
LIBRARY CELEBRATION STATION
POSTMASTER
PO BOX 9998
DEERFIELD WI 53531-9998



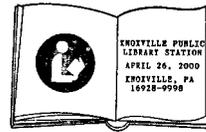
April 25, 2000
Hastings Public Library, Hastings College
Perkins Library
HASTINGS COLLEGE STATION
POSTMASTER
300 N KANSAS AVE
HASTINGS NE 68901-9998



April 25, 2000
Marguerite de Angeli Library
MARGUERITE DE ANGELI LIBRARY
STATION
POSTMASTER
576 W NEPESSING ST
LAPEER MI 48446-9998



April 25, 2000
Antigo Public Library
LIBRARY CELEBRATION STATION
POSTMASTER
PO BOX 9998
ANTIGO WI 54409-9998



April 26, 2000
Knoxville Public Library
KNOXVILLE PUBLIC LIBRARY STATION
POSTMASTER
PO BOX 9998
KNOXVILLE PA 16928-9998



April 25, 2000
Racine Public Library
SIGN UP STATION
POSTMASTER
PO BOX 9998
RACINE WI 53404-9998



April 26, 2000
100TH ANNIVERSARY STATION
POSTMASTER
3100 CEDAR ST
MUSCATINE IA 52761-9998



April 25, 2000
ALABAMA PUBLIC LIBRARY SERVICE
STATION
POSTMASTER
6701 WINTON BLOUNT BLVD
MONTGOMERY AL 36119-9998



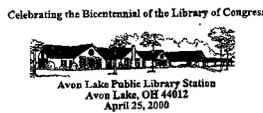
April 26, 2000
JOHN JAMES AUDUBON CULTURAL
CENTER STATION
POSTMASTER
428 TRACY ST
AUDUBON IA 50025-9998



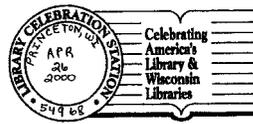
April 25, 2000
Ouachita Parish Public Library
QUACHITA PARISH PUBLIC LIBRARY
STATION
POSTMASTER
501 STERLINGTON RD
MONROE LA 71203-9998



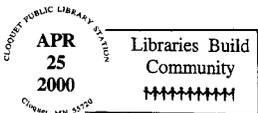
April 26, 2000
Meadville Public Library
MEADVILLE PUBLIC LIBRARY STATION
POSTMASTER
212 ARCH ST
MEADVILLE PA 16335-9998



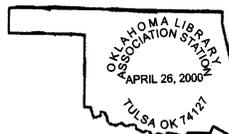
April 25, 2000
AVON LAKE PUBLIC LIBRARY STATION
POSTMASTER
33501 LAKE RD #B
AVON LAKE OH 44012-9998



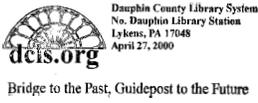
April 26, 2000
Princeton Public Library
LIBRARY CELEBRATION STATION
POSTMASTER
PO BOX 9998
PRINCETON WI 54968-9998



April 25, 2000
CLOQUET PUBLIC LIBRARY STATION
POSTMASTER
PO BOX 9998
CLOQUET MN 55720-9998



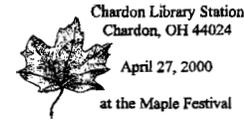
April 26, 2000
OKLAHOMA LIBRARY ASSOCIATION
STATION
POSTMASTER
CUSTOMER RELATIONS
333 W 4TH ST RM 253
TULSA OK 74103-9998



April 27, 2000
 Dauphin County Library System
 NORTH DAUPHIN LIBRARY STATION
 POSTMASTER
 PO BOX 9998
 LYKENS PA 17048-9998



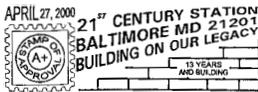
April 28, 2000
 New Glarus Public Library
 LIBRARY CELEBRATION STATION
 POSTMASTER
 PO BOX 9998
 NEW GLARUS WI 53574-9998



April 27, 2000
 CHARDON LIBRARY STATION
 POSTMASTER
 150 CENTER ST
 CHARDON OH 44024-9998



April 28, 2000
 Westpex 2000
 WESTPEX STATION
 POSTMASTER
 PO BOX 880066
 SAN FRANCISCO CA 94188-0066



April 27-29, 2000
 21ST CENTURY STATION
 SUPERVISOR MOWS
 900 E FAYETTE ST
 BALTIMORE MD 21233-9715



April 28-30, 2000
 ULYSSES S GRANT BOYHOOD HOME
 STATION
 POSTMASTER
 201 E GRANT AVE
 GEORGETOWN OH 45121-9998



April 27-30, 2000
 GOLD NUGGET DAY STATION
 POSTMASTER
 6469 CLARK RD
 PARADISE CA 95969-9998



April 28-30, 2000
 Bull Session Veterans Group
 BULL SESSION STATION
 POSTMASTER
 PO BOX 9998
 DEVILS LAKE ND 58301-9998



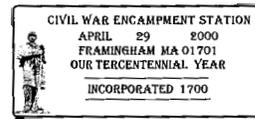
April 28, 2000
 Olympic Philatelic Society
 US NAVY SUBMARINES CENTENNIAL
 STATION
 POSTMASTER
 PO BOX 9998
 SILVERDALE WA 98315-9998



April 28-30, 2000
 BRUNOS MEMORIAL GOLF CLASSIC
 STATION
 POSTMASTER
 351 24TH ST N
 BIRMINGHAM AL 35203-3836



April 28, 2000
 QUIETING ACT STATION
 POSTMASTER
 201 HIGH ST NE
 WARREN OH 44481-9998



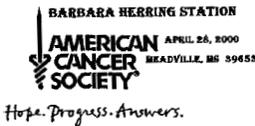
April 29, 2000
 Framingham Historical Society
 CIVIL WAR ENCAMPMENT STATION
 POSTMASTER
 330 COCHITUATE RD
 FRAMINGHAM MA 01701-9998



April 28, 2000
 City of Eules
 ARBORDAZE STATION
 POSTMASTER
 210 N ECTOR AVE
 EULESS TX 76039-9998



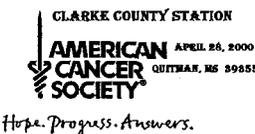
April 29, 2000
 Earth Day Indiana Festival
 EARTH DAY STATION
 POSTMASTER
 125 W SOUTH ST
 INDIANAPOLIS IN 46206-9998



April 28, 2000
 BARBARA HERRING STATION
 POSTMASTER
 102 SO 1ST ST
 MEADVILLE MS 39653-9998



April 29, 2000
 MEADOWVIEW VA STATION
 POSTMASTER
 29063 WALKER LN
 MEADOWVIEW VA 24361-9998



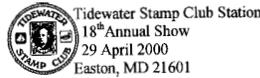
April 28, 2000
 CLARKE COUNTY STATION
 POSTMASTER
 103 S ARCHUSA AVE
 QUITMAN MS 39355-9998



April 29, 2000
 Fort Wayne Children's Zoo
 FORT WAYNE CHILDRENS ZOO STATION
 POSTMASTER
 1501 S CLINTON ST
 FORT WAYNE IN 46802-9998



April 29, 2000
 McAdoo Homecoming Committee
 HOMECOMING STATION
 POSTMASTER
 PO BOX 9998
 MCADOO TX 79243-9998



April 29, 2000
 Tidewater Stamp Club
 TIDEWATER STAMP CLUB STATION
 POSTMASTER
 116 E DOVER ST
 EASTON MD 21601-9998



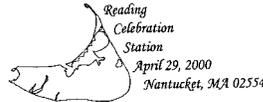
April 29, 2000
 DEPOT DAYS STATION
 POSTMASTER
 PO BOX 9998
 MONTICELLO WI 53570-9998



April 29, 2000
 PANEX XL STATION
 POSTMASTER
 JUNEAU AK 99803-9997



April 29, 2000
 LIONS CLUBS OF DISTRICT 29 STATION
 POSTMASTER
 1002 LEE ST E
 CHARLESTON WV 25301-9998



April 29, 2000
 READING CELEBRATION STATION
 POSTMASTER
 5 FEDERAL ST
 NANTUCKET MA 02554-9998



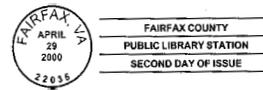
April 29, 2000
 GRANT'S BIRTHPLACE STATION
 POSTMASTER
 111 BROADWAY ST
 MOSCOW OH 45153-9998



April 29, 2000
 National Soaring Museum
 NATIONAL LANDMARK OF SOARING
 STATION
 POSTMASTER
 140 N HILL ST
 ARVIN CA 93203-9998



April 29, 2000
 Kentucky Historical Society
 KENTUCKY STATE ARSENAL STATION
 POSTMASTER
 PO BOX 9998
 FRANKFORT KY 40601-9998



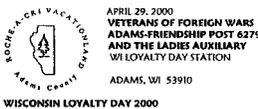
April 29, 2000
 FAIRFAX COUNTY PUBLIC LIBRARY
 STATION
 POSTMASTER
 3951 CHAIN BRIDGE RD
 FAIRFAX VA 22030-9998



April 29, 2000
 BREWSTER IN BLOOM STATION
 POSTMASTER
 260 UNDERPASS RD
 BREWSTER MA 02631-9998



April 29, 2000
 Depot Days Committee
 DEPOT DAYS STATION
 POSTMASTER
 PO BOX 9998
 BROOKLYN WI 53521-9998



April 29, 2000
 WI LOYALTY DAY STATION
 POSTMASTER
 PO BOX 9998
 ADAMS WI 53910-9998



April 29, 2000
 Athens County Children Services
 OU CONVO CENTER STATION
 POSTMASTER
 5 W STIMSON AVE
 ATHENS OH 45701-9998



April 29, 2000
 Wilkesburg Stamp Club
 EXHIBITION STATION
 POSTMASTER
 700 GRANT ST
 PITTSBURGH PA 15219-9998



April 29, 2000
 HERRICK MEMORIAL LIBRARY STATION
 POSTMASTER
 101 MCCORMICK ST
 WELLINGTON OH 44090-9998



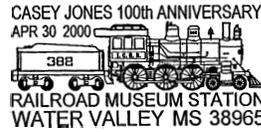
April 29, 2000
 NATCHEZ TRACE FESTIVAL STATION
 POSTMASTER
 222 E WASHINGTON ST
 KOSCIUSKO MS 39090-9998



April 29, 2000
 BREAST CANCER RESEARCH STATION
 POSTMASTER
 PO BOX 9998
 BABYLON NY 11702-9998



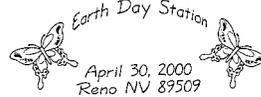
April 29, 2000
COAL HERITAGE DAY POCAHONTAS STATION
 POSTMASTER
 PO BOX 9998
 POCAHONTAS VA 24635-9998



April 30, 2000
WATER VALLEY CASEY JONES RAILROAD MUSEUM STATION
 POSTMASTER
 501 N MAIN ST
 WATER VALLEY MS 38965-9998



April 29, 2000
CERAPEX STATION
 POSTMASTER
 616 6TH AVE SE
 CEDAR RAPIDS IA 52401-9998



April 30, 2000
Environmental Leadership
EARTH DAY STATION
 POSTMASTER
 2000 VASSAR ST
 RENO NV 89510-9998



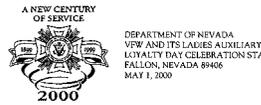
April 29-30, 2000
Cisco Civic League
FOLKLIFE FESTIVAL STATION
 POSTMASTER
 206 W 6TH ST
 CISCO TX 76437-9998



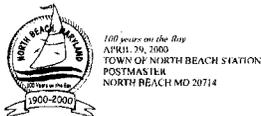
May 1, 2000
Citizens of California Hot Springs
CENTENNIAL STATION
 POSTMASTER
 42231 HOT SPRING DR
 CALIFORNIA HOT SPRINGS CA 93207-9998



April 29-30, 2000
McCormick Deering OLD IRON DAYS STATION
 POSTMASTER
 PO BOX 9998
 OTIS KS 67565-9998



May 1, 2000
Nevada Department of the VFW
DEPARTMENT OF NEVADA VFW AND ITS LADIES AUXILIARY LOYALTY DAY CELEBRATION STATION
 POSTMASTER
 2000 VASSAR ST
 RENO NV 89510-9998



April 29-May 6, 2000
Town of North Beach
NORTH BEACH STATION
 POSTMASTER
 9132A BAY AVE
 NORTH BEACH MD 20714-9998



May 1, 2000
VFW and Its Ladies Auxiliary
LOYALTY DAY CELEBRATION STATION
 POSTMASTER
 200 N DIAMOND ST
 MANSFIELD OH 44901-9998



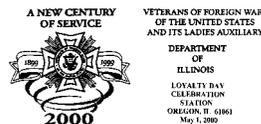
April 30, 2000
75 YEARS AS A CITY STATION
 POSTMASTER
 PO BOX
 OWEN WI 54460-9998



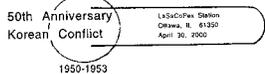
May 1, 2000
Gordon ISD
LONGHORN STATION
 POSTMASTER
 201 S MAIN ST
 GORDON TX 76453-9998



April 30, 2000
WISCOPEX STATION
 POSTMASTER
 PO BOX 9998
 MADISON WI 53716-9998



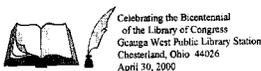
May 1, 2000
VFW of the US and Its Ladies Auxiliary
LOYALTY DAY CELEBRATION STATION
 POSTMASTER
 500 WASHINGTON ST
 OREGON IL 61061-9998



April 30, 2000
LaSalle County Stamp Club
LASACOPEX STATION
 POSTMASTER
 750 E ETNA RD
 OTTAWA IL 61350-9998



May 1, 2000
VFW Post #11208
A NEW CENTURY OF SERVICE STATION
 POSTMASTER
 1024 COLUMBIA ST
 HARRISBURG OH 43126-9998



April 30, 2000
GEAUGA WEST PUBLIC LIBRARY STATION
 POSTMASTER
 12626 CHILLICOTHE RD
 CHESTERLAND OH 44026-9998



May 1, 2000
BREAST CANCER RESEARCH STATION
 POSTMASTER
 59 LOCKES VILLAGE RD
 WENDELL MA 01379-9998



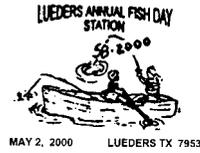
May 2, 2000
 Johnson Space Center Stamp Club
 RETURN TO ORBIT STATION
 POSTMASTER
 PO BOX 9998
 HOUSTON TX 77201-9998



May 2, 2000
 Ozark Regional Postal Customer Council
 2000 MAY FESTIVAL OF THE ARTS
 STATION
 POSTMASTER
 PO BOX 9998
 EUREKA SPRINGS AR 72632-9998



May 2, 2000
 Franklin County Schools
 EXTRAVAGANZA 2000 STATION
 POSTMASTER
 PO BOX 9998
 FRANKFORT KY 40602-9998



May 2, 2000
 Lueders Fish Day Committee
 LUEDERS ANNUAL FISH DAY STATION
 125 E MAIN ST
 LUEDERS TX 79533-9998



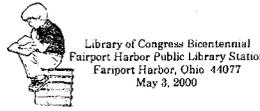
May 2, 2000
 Iowa Cubs
 SEC TAYLOR STADIUM STATION
 POSTMASTER
 1165 2ND AVE
 DES MOINES IA 50318-9998



May 3, 2000
 ROCHESTER IN STATION
 POSTMASTER
 200 E 8TH ST
 ROCHESTER IN 46975-9998



May 2, 2000
 USPS
 CELEBRATE THE CENTURY STATION
 POSTMASTER
 PO BOX 9998
 MINOT ND 58701-9998



May 3, 2000
 FAIRPORT HARBOR PUBLIC LIBRARY
 STATION
 POSTMASTER
 215 E JACKSON ST
 PAINESVILLE OH 44077-9998

— Stamp Services, 4-20-00

Special Cancellation Die Hubs

Postmasters and plant managers who have any of the special cancellation die hubs listed below may use them for the periods designated. At the end of the period, these die

hubs must be withdrawn and stored. Postmasters and plant managers who do not have these special die hubs may not request them from the sponsors.

Cancellation	Period of Use
Easter Seals, Fight Crippling	March 1–April 22
April Is Child Abuse Prevention Month	April 1–April 30
April Is Organ Donor Awareness Month — Donors Make Miracles	April 1–April 30
Law Day USA Freedom Under Law, May 1	April 1–April 30
Strike Back at Cancer, Give to the American Cancer Society	April 1–April 30
National Carih Asthma Week	April 1–May 6
Only You Can Prevent Forest Fires	April 1–Oct. 31
National Salvation Army Week, 4 th Week in May	May 1–May 31
Support Research for “NF,” Neurofibromatosis	May 1–May 31
Support Your Mental Health Association	May 1–May 31
National Flag Day, June 14, Pause for the Pledge	May 1–June 14
Goodwill Industries — Our Business Works So People Can	May 1–June 30
Support National Historic Preservation Week	May 9–May 15
National Transportation Week	May 14–May 20
Fight Disease, Support City of Hope Pilot Medical Center	May 15–June 15
Defeat Muscular Dystrophy, Support MDAA	May 15–June 17
Conquer Multiple Sclerosis	May 17–June 17
Conquer Cystic Fibrosis	Sept. 1–Sept. 30
Peace Corps Anniversary, Making a Difference	Sept. 1–Oct. 31
Employ People With Disabilities	Sept. 1–Nov. 30
Give to the United Way	Sept. 15–Nov. 15
Learn About Lupus, October Is Lupus Awareness Month	Oct. 1–Oct. 31

Cancellation	Period of Use
Radon Action Week, Protect Your Family, Test Your Home	Oct. 1–Oct. 31
Support Infection Control Week	Oct. 1–Nov. 30
Help Retarded Children	Nov. 1–Nov. 30
Military Families Recognition Day	Nov. 1–Nov. 30
National Adoption Month	Nov. 1–Nov. 30
National Philanthropy Day, Love of Humankind	Nov. 1–Nov. 30
Use Christmas Seals, Support Your Lung Association	Nov. 8–Dec. 31
Support American Education Week	Nov. 10–Nov. 30
Autistic Children, Hope Through Research and Education	Dec. 1–Dec. 31

— Mail Preparation and Standards, Pricing and Product Design, 4-20-00

Post Offices

Post Office Changes

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	11-6885	32073	FL	Orange Park	Clay	Main Office	Post Office	07/01/2000	Establish a new ZIP Code for a delivery area. Use Orange Park FL 32003 as last line of address for a portion of the deliveries previously in ZIP Code 32073.
New	11-6885	32003	FL	Orange Park	Clay	Fleming Island	Classified Station	07/01/2000	
Old	11-8145	32084	FL	Saint Augustine	Saint Johns	Main Office	Post Office	07/01/2000	Establish a new ZIP Code for a delivery area. Use Saint Augustine FL 32080 as last line of address for a portion of the deliveries previously in ZIP Code 32084.
New	11-8145	32080	FL	Saint Augustine	Saint Johns	Anastasia Island	Classified Station	07/01/2000	
Old	11-8145	32086	FL	Saint Augustine	Saint Johns	Main Office	Post Office	07/01/2000	Establish a new ZIP Code for a delivery area. Use Saint Augustine FL 32080 as last line of address for a portion of the deliveries previously in ZIP Code 32086.
New	11-8145	32080	FL	Saint Augustine	Saint Johns	Anastasia Island	Classified Station	07/01/2000	
Old	11-8490	33870	FL	Sebring	Highlands	Main Office	Post Office	07/01/2000	Establish a new ZIP Code for a delivery area. Use Sebring FL 33876 as last line of address for a portion of the deliveries previously in ZIP Code 33870.
New	11-8490	33876	FL	Sebring	Highlands	Main Office	Post Office	07/01/2000	
Old	11-8490	33872	FL	Sebring	Highlands	Main Office	Post Office	07/01/2000	Establish a new ZIP Code for a delivery area. Use Sebring FL 33875 as last line of address for a portion of the deliveries previously in ZIP Code 33870.
New	11-8490	33875	FL	Sebring	Highlands	Lake Jackson	Classified Branch	07/01/2000	
Old	11-1125	34609	FL	Brooksville	Hernando	Main Office	Post Office	07/01/2000	Establish a new ZIP Code for a delivery area. Use Brooksville FL 34604 as last line of address for a portion of the deliveries previously in ZIP Code 34609.
New	11-1125	34604	FL	Brooksville	Hernando	Aviation	Classified Branch	07/01/2000	

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	24-0799	02205	MA	Boston	Middlesex	Main Office	Post Office	07/01/2000	Establish a new ZIP Code for Post Office Boxes. Use North Waltham MA 02455 as last line of address for the Post Office Boxes at the Waltham Branch.
New	24-0799	02455	MA	Boston	Middlesex	Waltham	Classified Branch	07/01/2000	
Old	36-6352	27612	NC	Raleigh	Wake	Hilburn	Classified Station	07/01/2000	Establish a new ZIP Code for a delivery area. Use Raleigh NC 27617 as last line of address for a portion of the deliveries previously in ZIP Code 27612.
New	36-6352	27617	NC	Raleigh	Wake	Hilburn	Classified Station	07/01/2000	
Old	36-6352	27613	NC	Raleigh	Wake	Hilburn	Classified Station	07/01/2000	Establish a new ZIP Code for a delivery area. Use Raleigh NC 27617 as last line of address for a portion of the deliveries previously in ZIP Code 27613.
New	36-6352	27617	NC	Raleigh	Wake	Hilburn	Classified Station	07/01/2000	
Old	48-2420	75115	TX	De Soto	Dallas	Main Office	Post Office	09/01/1999	This announcement changes the name of the De Soto TX Post Office to the Desoto TX Post Office. Use Desoto TX 75115 as last line of address.
New	48-2420	75115	TX	Desoto	Dallas	Main Office	Post Office	09/01/1999	

— Address Management, Delivery, 4-20-00

Retrieval of Plastic Label Holders

The Mail Transport Equipment Office has been notified that postal facility opening units (LDC 010) are not saving the plastic label holders used to close and address plastic sacks destined at their locations. It has also been noted that the national inventory of plastic label holders has fallen far below the inventory levels of sacks on which they are used.

Plastic label holders are reusable and must not be thrown away. They should never be intentionally removed from the draw tapes of sacks on which they are attached. After each plastic sack is emptied, the label should be removed from the label holder, and the sack/label holder combination should be prepared for return to the serving mail transport equipment service center.

Label holders found to be separated from their sacks should be consolidated for return to the mail transport equipment service center, along with the sacks. Please contact your serving area mail transport equipment specialist for more site-specific shipping information.

— Mail Transport Equipment,
Network Operations Management, 4-20-00

Beneficial Grounds Management Practices

With spring here, are you thinking about replacing some of those dying plants? Are you satisfied with your facility's grounds maintenance practices? Wouldn't it be nice to reduce maintenance costs *and* beautify your facility? By implementing beneficial grounds management practices, you can do all this — and more!

The following examples, from the Postal Service's *Chesapeake Bay Watershed Grounds Management Plan*, available on the Environmental Management Policy Web site (<http://blue.usps.gov/environmental>), are practices you can adopt at your facility. Each is cost effective and easy. Through these simple practices, your facility can help the environment by conserving water and preventing stormwater pollution.

Use Beneficial Plants

When you replace dying or diseased plants, trees, or shrubbery, consider native varieties. Your local nursery can provide information on native plants in your area. Native plants are adapted to the local soil and climate conditions and have natural defenses against various insects and diseases. They provide year-round color and, once established, they require less pruning and maintenance than nonnative plants.

Also, consider the best species for each situation and location. For example, dense evergreens buffer the winter winds by creating dead-air zones next to outside walls. Deciduous trees (such as elm, maple, and oak) shade facilities during the summer. This translates into reduced energy bills for your facility.

Perform Regular Maintenance on Septic Systems

Make sure your septic system is functioning properly. Built-up solids will inhibit the system's ability to perform properly. A little maintenance can extend the life of your system, and that means saving money by not having to replace it prematurely. Maintenance of septic systems includes regular inspections and pumping out the system by certified contractors according to local or state regulations. Your district environmental compliance coordinator (DECC) can assist in determining if regulatory requirements apply to your community.

Move Rubbish Bins From Drainage Areas

Another simple and easy beneficial grounds management practice is to move rubbish bins away from storm water drainage areas. Trash and other debris from rubbish bins can end up in storm water systems by way of drainage areas and clog them. Additionally, trash may contain contaminants that can impact local waterways. Even if your facility's drainage area is connected to a municipal system, the contaminated water requires more treatment and this means more energy is used.

Conserve Water

Water plants in early morning to reduce water loss due to evaporation. Consider watering only those areas of your facility that are publicly exposed, and water areas in the back of a facility less often. In addition, add mulch around plants to retain soil moisture and reduce the need for frequent watering.

Reduce Use of Fertilizers, Pesticides, and Herbicides

The Postal Service has already made great strides in reducing the use of fertilizers, pesticides, and herbicides. By using fewer of these products, you save money in purchasing costs and labor expenses — and, most importantly, you protect the environment! We encourage you to keep up the great work!

Check Out the Plan

These are a few of the many ideas that you can use to improve grounds management practices, while at the same time preventing stormwater pollution and conserving water. You may not realize it, but your daily decisions regarding grounds management extend beyond the property lines. *The Chesapeake Bay Watershed Grounds Management Plan* is filled with information, ideas, and details on how you can start beneficial grounds management at your facility. Find the plan on the Postal Service Intranet at <http://blue.usps.gov/environmental/envstrat/meetings/chesbay/chesbay.htm>. Also contact your DECC to learn what is available from the Environmental Products Directory in the way of environmentally friendly products for grounds management.

— *Environmental Management Policy,
Engineering, 4-20-00*

Postal Employees

PSTN BROADCAST

USPS.com

Are you interested in learning more about the new USPS.com and the Web resources available to our customers and employees? If so, tune in to this television broadcast:

Title: USPS.com: Web Resources for Employees and Customers

Dates and times:

April 27, 1300–1400

April 28, 1300–1400

May 23, 1300–1400

June 7, 1300–1400

(All times are Eastern.)

Description: This hour-long presentation will introduce employees and customers to the newly redesigned USPS.com. Employees will learn how to guide customers to important tools on USPS.com, such as the ZIP Code lookup, rate calculators, address improvement products, and information about proposed postage rates. You'll also be introduced to Business Mail 101, a new Web site that guides novice mailers through all of the important steps in making a mailing. The presentation ends with information

about Postal Explorer, the online *Domestic Mail Manual*, and our new Business Rate Calculator, which calculates postage for every class of mail, every presort level, and every destination entry discount. These tools make your job easier! Customers are using USPS.com to get answers to their questions 24 hours a day, for free.

Audience: Account managers, account representatives, business mail entry channel employees, postal business center employees, postmasters.

Training course #: 42201-02.

Follow-up: Copies of this presentation will be distributed later this spring to postmasters, district marketing managers, and managers of BME to show to customers at bulk mail seminars, postal customer councils, and other meetings.

Suggestions? Send a cc:Mail to MAIL101, BUSINESS.

— *Mail Preparation and Standards,
Pricing and Product Design, 4-20-00*

NOTICE TO ALL EMPLOYEES

THRIFT SAVINGS PLAN FACT SHEET

C, F, and G Fund Monthly Returns

Released April 10, 2000

ANNUAL RETURNS	C	F	G
1989 JAN.–DEC. %	31.03	13.89*	8.81
1990	-3.15	8.00*	8.90
1991	30.77	15.75	8.15
1992	7.70	7.20	7.23
1993	10.13	9.52	6.14
1994	1.33	-2.96	7.22
1995	37.41	18.31	7.03
1996	22.85	3.66	6.76
1997	33.17	9.60	6.77
1998	28.44	8.70	5.74
1999	20.95	-.85	5.99
1999	C	F	G
APRIL	3.86	.29	.46
MAY	-2.36	-.89	.47
JUNE	5.54	-.33	.49
JULY	-3.14	-.43	.52
AUGUST	-.50	-.05	.53
SEPTEMBER	-2.78	1.15	.51
OCTOBER	6.34	.38	.53
NOVEMBER	2.00	-.01	.51
DECEMBER	5.90	-.45	.54
2000	C	F	G
JANUARY	-5.03	-.34	.56
FEBRUARY	-1.93	1.07	.53
MARCH	9.74	1.32	.55
LAST 12 MONTHS	17.74	1.86	6.37

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

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

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

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

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



Federal Retirement Thrift Investment Board

Please post on bulletin boards.
Destroy all previous notices.

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Purchasing and Materials

Quick Pick List

When accessing the material distribution center (MDC) Touch Tone Order Entry (TTOE) system, sites can use either the 13-digit stock number or the three-digit quick pick number (if one has been assigned). Included in this *Postal Bulletin* are the most recent quick pick list on pages 85–93 and the instructions for using TTOE on page 84. These instructions and the *most current* quick pick list can also be downloaded from the Purchasing and Materials Web site at <http://blue.usps.gov/purchase/material> (click on *Download Files*, then *Other Files*, and then *QuickPick*).

Column heading abbreviations: QP# = quick pick number; PSN = postal stock number; UI = unit of issue; Iss Incr = issue increment; BPQ = bulk pack quantity; DVD = direct vendor delivery.

Unit of issue abbreviations: BK = book; BT = bottle; BX = box; CD = card; CE = cone; CN = can; CT = carton; DZ = dozen; EA = each; FT = foot; GL = gallon; HD = hundred; MX = thousand; PD = pad; PG = package; PR = pair; PT = pint; RL = reel; RM = ream; RO = roll; SE = set; SH = sheet; SL = spool.

Disclaimer notice: The listed prices and bulk pack quantities (BPQs) are subject to change as new inventories are received at the MDCs. Items marked with an * are ordered through the MDC but shipped directly from the vendor. For the latest price information, contact Materials Customer Service at 800-332-0317, option 3 (available 24 hours a day).



TOUCH TONE ORDER ENTRY

The advantages of using the Touch Tone Order Entry System include:

- Faster order processing.
- Immediate feedback on ordered items.
- Improved order accuracy.

Item status such as cost and availability may be obtained 24 hours a day by accessing the automated system at 1-800-332-0317, option 3.

TOLL FREE ORDER LINES

To place an order, Dial 1-800-332-0317, press option 1, then option 2. System is unavailable between 4:00 a.m. and 6:00 a.m. Central Time due to maintenance.

PROCESSING TIMES

Orders placed before 4:45 p.m. Central Time will be processed that evening for release to the warehouse the next business day.

HOW TO REGISTER

Only NEW users must register to use the system. To register, call 1-800-332-0317, option 8, extension 2925. Follow the instructions to leave a message. (Wait 48 hours before placing your first order.)

HOW TO ACCESS THE SYSTEM

1. If you have registered previously, call 1-800-332-0317, press **1**, and then press **2** to place an order.
2. Enter the 10-digit Access Code chosen when registering to use the system (usually your office phone number).
3. The System will tell you your FEDSTRIP number. (If the FEDSTRIP number the system gives you is not your FEDSTRIP number, do not continue with your order. Press **2** to re-enter your Access Code to try again, or press **0** for assistance.)

Press

- 1** if correct.
- 2** to re-enter Access Code.
- 0** to transfer to Materials Customer Service for assistance.
- #** to end the call.

TO PLACE AN ORDER

Press **1** to order by 13-digit NSN.

Enter **13-digit NSN** (check **PUB223** or **PUB247** for the correct NSN).

After the prompt,

Enter Quantity, then press the * key.

The System will repeat the **Item Number** ordered.

The System will repeat the **Quantity** ordered.

The System will tell you the **Unit of Issue** ordered.

Press

- 1** if correct (places order for item).
- 2** to re-enter order.

Or press **#** to return to Main Menu.

Press **2** to order by 3-digit Quick Pick Number.

Enter **3-digit Quick Pick Number**.

After the prompt,

enter Quantity, then press the * key.

The System will repeat the **Item number** ordered.

The System will repeat the **Quantity** ordered.

The System will tell you the **Unit of Issue** ordered.

Press

- 1** if correct (places order).
- 2** to re-enter order.

Or press **#** to return to Main Menu.

ONLY MAINTENANCE-CAPABLE OFFICES WILL BE GIVEN THE OPPORTUNITY TO USE THIS OPTION — ORDERS ARE PROCESSED HOURLY.

Press **3** to order emergency vending machine parts.

Enter the vending part **13-digit NSN**.

After the prompt,

Enter Quantity, then press the * key.

The System will repeat the **Item number** ordered.

The System will repeat the **Quantity** ordered.

The System will tell you the **Unit of Issue** ordered.

Press

- 1** if correct (places order for item).
- 2** to re-enter order.

Or press **#** to return to Main Menu.

Press **1** for Express Mail; Press **2** for Priority Mail.

Press **#** to return to Main Menu.

Press **4** to order keys for Mail Equipment Shop (MES) locks.

Enter the **4- or 5-digit lock #**, then press the * key.

Enter up to a 6-digit box #, then press the * key.

If no box #, then press the * key.

Enter up to a 2-digit Quantity, then press the * key.

After the prompt,

The System will repeat the **lock #** ordered.

The System will repeat the **box #** if one was given.

The System will repeat the **Quantity** ordered.

Press

- 1** if correct (places order for item).
- 2** to re-enter order.

Or press **#** to return to Main Menu.

CONTACT MES @ 202-281-2620 WITH ANY DISCREPANCIES OR IF ORDER IS NOT RECEIVED IN THREE WEEKS.

TO EXIT THE SYSTEM

Press **#** to return to the Main Menu, then **#** from the Main Menu to end the call.

If your order was accepted, you will be given a 9-digit order number consisting of the last four digits of the FEDSTRIP along with four digits of the Julian date and ending with an "S." You will also be given the total number of items ordered and total approximate cost. In addition, you will be given a chance to transfer to a customer service representative.

IF YOU HANG UP WITHOUT EXITING PROPERLY, YOUR ORDER WILL BE PLACED; HOWEVER, YOU WILL NOT RECEIVE YOUR ORDER NUMBER.



MATERIAL DISTRIBUTION CENTER
500 SW MONTARA PKWY
TOPEKA KS 66624-9998

How To Get Help

For help or problems with the ordering system, call 1-800-332-0317, option **4**.
Materials Customer Service hours of operation are M-F, 6 a.m.-6 p.m., Central Time.

Quick Pick List — Supply Items (FY2000 version 3, catalog date 3/28/00)

QP#	PSIN	PSN	Description	UI	AVG Price per Unit of Iss	Iss Incr	BPQ	DVD
342	ASMISSUE	7610-02-000-9881	MANUAL, ADMIN SUPPORT	EA	\$3.0309	1	12	
343	C1865B	8105-00-989-2376	BAG, PLASTIC	RO	\$2.3000	1	4	
001	CA1	7530-03-000-9308	FORM, NOT INJ/CL COMP	SH	\$0.0266	1	2000	
344	CA16	7530-03-000-9302	FORM, AUTH FOR EXAM AND/OR TREAT	SH	\$0.0326	1	2000	
002	CA17	7530-03-000-9116	FORM, DUTY STATUS REPORT	SH	\$0.0200	1		*
345	CA2	7530-03-000-9152	FORM, COMP CLAIM OCCUP DISE	SH	\$0.0409	1	1500	
486	CA7/CA20	7530-03-000-9195	FORM, COMPENSATION CLAIM	SH	\$0.0446	1	1200	
346	D1147	7530-01-364-3429	CARD, CARRIER INFORMATION	EA	\$0.1251	1	500	
347	D1148	7530-01-000-9249	CARD, COLLECTION TEST	EA	\$1.5818	1	300	
348	D1149	8465-02-000-8093	CONTAINER, RUBBER BAND	EA	\$3.2900	1	50	
349	D1168	7110-02-000-8002	LEG, COLLECTION BOX	EA	\$6.1325	1	30	
003	D1200F	8465-01-141-0813	BAG, SACHEL, MAIL CARRIER'S	EA	\$17.3900	1	25	
004	D1211A	5340-01-365-1060	STRAP, LEATHER (40" LONG)	EA	\$1.8548	1	200	
005	D1211B	5340-02-000-8196	BUCKLE	EA	\$0.1802	1	400	
006	D1211C	5340-00-205-5574	SNAP HOOK, SWIVEL	EA	\$0.4128	1	400	
007	D1212	8465-01-365-7843	PAD, SHOULDER STRAP	EA	\$1.9861	1	100	
350	D1216E	5340-02-000-8129	STRAP TIE NYLON, MED	EA	\$0.7600	1	500	
008	D1216F	5340-01-365-6143	STRAP, TIE, NYLON, LARGE	EA	\$0.8527	1	300	
351	D1218	5365-01-000-9101	RINGS, KEY	EA	\$0.0285	1	7000	
054	DEC55A	7690-02-000-8286	DEC, MAIL EMBLEM	EA	\$1.3074	1	500	
055	DEC55B	7690-03-000-5742	DECAL, COLLECTION SCHEDULE	EA	\$0.2716	1	1500	
056	DEC55C	7690-02-000-8288	DEC, DEPOSIT FOR MAIL COLL	EA	\$0.0845	1	10000	
352	DMMISSUE	7610-03-000-9331	MANUAL, DOMESTIC MAIL	EA	\$6.1850	1	5	
009	DSP11	7530-03-000-3540	FORM, PASSPORT APPLICATION	EA	\$0.0000	250	3000	
010	DSP82	7530-01-000-9261	FORM, PASSPORT APPLICATION BY MAIL	SH	\$0.0000	100	2000	
353	ELMISSUE	7610-02-000-9963	MANUAL, EMPLOYEE LABOR RELATIONS	EA	\$3.5074	1	10	
354	EMO4	7530-01-365-8691	ENV, MO, WINDOW, 3.5" X 6.5"	EA	\$0.0096	100	5000	
011	EP101	7530-01-364-3875	ENV, GEN USE, 11" X 12.5", WHITE	EA	\$0.0381	100	500	
012	EP104	7530-01-365-4677	ENV, GEN USE, 12" X 16", WHITE	EA	\$0.0562	100	500	
355	EP11	7530-01-364-3876	ENV, COMB REGISTRY BILL CONTAINER	EA	\$0.0551	50	1250	
021	EP186	7530-00-767-5707	ENV, GEN USE, 3.625" X 6.5", WHITE	EA	\$0.0072	500	5000	
022	EP1865D	7530-01-363-9264	ENV, POSTAGE DUE, 3-5/8" X 6.5", WHITE	EA	\$0.0070	500	5000	
459	EP189	7530-01-363-9266	ENV, GEN USE, 3-7/8" X 8-7/8", WHITE	EA	\$0.0088	500	2500	
023	EP194	7530-01-363-9267	ENV, GEN USE, 4.5" X 10.75", WHITE	EA	\$0.0080	500	2500	
356	EP396	7530-01-363-9270	ENV, REGISTRY JACKET (INTERNATION)	EA	\$0.2183	50	500	
024	EP399	7530-01-363-9559	ENV, REUSEABLE REG MAIL CONTAINER	EA	\$0.1231	100	500	
025	EP433	7530-00-935-6578	ENV, WINDOW, 3.875" X 8.875", WHITE	EA	\$0.0097	500	2500	
026	EP51	7530-01-043-7620	ENV, GEN USE, 6" X 9.5", WHITE	EA	\$0.0121	250	2000	
027	EP875	7530-01-000-9642	ENV, GEN USE, 9.5" X 12.5", WHITE	EA	\$0.0297	100	500	
028	EP9	7530-01-000-9270	ENV, BILL FOR REGISTERED MAIL, 4" X 6"	EA	\$0.1077	50	1250	
029	EP93	7530-00-935-6547	ENV, GEN USE, 10" X 15", WHITE	EA	\$0.0580	1	500	
508	HBKDM901	7610-01-000-9064	HBK, REGISTERED MAIL	EA	\$0.7200	1	80	
357	HBKEL502	7610-01-000-9077	HBK, RETIREMENT GDE	EA	\$0.3599	1	100	
358	HBKEL801	7610-02-000-9938	HBK, SUPERVISOR'S SAFETY HBK	EA	\$1.2375	1	50	
493	HBKEL812	7610-03-000-9190	HBK, HAZARDOUS MATERIALS	EA	\$0.1971	1	320	
359	HBKEL814	7610-01-000-9089	HBK, EMPLOYEE'S GUIDE TO SAFETY	EA	\$0.2571	1	200	
030	HBKEL901	7610-03-000-3827	HBK, AGR PS NALC	EA	\$0.8998	1	100	
484	HBKEL902	7610-01-000-9092	HBK, AGREE USPS/NRLCA	EA	\$0.4467	1	60	
360	HBKF1	7610-03-000-9232	HBK, PO ACCT PROCEDURES	EA	\$5.5480	1	10	
361	HBKF21	7610-04-000-1773	KIT, HBK F21 AND CHAP #5 REVISION	EA	\$0.0000	1	20	
362	HBKM39	7610-01-000-9178	HBK, MGMT DELIVERY SERVICES	EA	\$1.2533	1	36	

QP#	PSIN	PSN	Description	UI	AVG Price per Unit of Iss	Iss Incr	BPQ	DVD
476	HBKM41	7610-03-000-3553	HBK, CITY DLVY DUTIES	EA	\$0.9290	1	42	
031	HBKPO423	7610-03-000-9081	HBK, REQUISITIONING LABELS	EA	\$0.4672	1	70	
363	HBKPO603	7610-02-000-7023	HBK, CARRIER DUTIES AND RESPONSIB	EA	\$0.7518	1	60	
032	IMMISUE	7610-02-000-9904	MANUAL, INTERNATIONAL MAIL	EA	\$2.5531	1	16	
033	KIT8	7530-01-000-9373	KIT, CONSUMER PROTECTION	EA	\$0.2525	1	375	
034	LAB100	7690-03-000-9028	LAB, RTS POSTAGE DUE	SH	\$0.0207	1	6000	
364	LAB101V	7690-03-000-9299	LAB, PENALTY 1ST CLASS	EA	\$0.0109	250	7380	
042	LAB19A	7690-02-000-8745	LAB, AIRMAIL PAR AVION (50/PAD)	PD	\$0.1841	5	300	
043	LAB19B	7690-02-000-8746	LAB, AIRMAIL PAR AVION (250/PAD)	PD	\$0.4058	1	150	
044	LAB200	7690-03-000-9311	LAB, REGISTERED MAIL (100/ROLL)	RO	\$0.5557	3	150	
365	LAB208	7690-02-000-7029	LAB, BARCODED MAIL	EA	\$0.0206	1	5400	
046	LAB21	7690-03-000-9108	LAB, OFFICIALLY SEALED (250/PAD)	PD	\$0.3102	1	300	
047	LAB22	7690-02-000-7908	LAB, DEAD MAIL MATTER	EA	\$0.0132	100	16200	
050	LAB230	7690-02-000-8684	LAB, LOOP MAIL	EA	\$0.0068	1	10000	
052	LAB3	7690-01-000-9791	LAB, ALL FOR SCF	RO	\$1.1600	1	100	
366	LAB33	7690-01-000-9043	LAB, WARN PENLTY FOR DAM TO MAILB	EA	\$0.0329	100	8000	
053	LAB41	7690-03-000-9264	LAB, G-10, OPEN RETURN ADDRESS	EA	\$0.0135	250	7470	
057	LAB55D	7690-02-000-8289	LAB, PARCEL LOCKER LABEL	EA	\$0.0685	1	9000	
058	LAB6	7690-03-000-3740	LAB, VENDING EQU OUT OF OREDR	EA	\$0.1063	10	3000	
494	LAB87	7690-02-000-9962	LAB, REGISTERED OUTSIDE	SH	\$0.0081	1	20000	
060	LAB89	7690-03-000-9153	LAB, CLOS REGIST MAIL CONT (100/PAD)	PD	\$0.4112	1	200	
369	LABA	7690-03-000-9313	LAB, ALL FOR ADC	RO	\$0.3980	1	100	
475	LABC	7690-01-000-9001	LAB, ALL FOR MULTICODE CITY	RO	\$0.4336	1	100	
370	LABCR	7690-03-000-9230	LAB, ALL FR CARR RTE	BX	\$0.3362	1	100	
061	LABD	7690-01-000-9003	LAB, 5-DIG ZIP CODE	RO	\$0.3383	1	100	
371	LABF	7690-01-000-9004	LAB, ALL FOR FIRM	RO	\$0.3081	1	100	
062	LABMXD	7690-03-000-8654	LAB, MIXED STATES	RO	\$0.2947	1	100	
495	MANPM	7610-03-000-9546	MANUAL, PURCHASING	EA	\$29.4000	1	1	
372	NOT107	7610-01-000-9693	NOT, SOME THINGS WERE NEVER MEANT TO BE MAILED	EA	\$0.0375	1	3000	
373	NOT11	7610-03-000-9146	NOT, TIPS, TAGS, THANKS	EA	\$0.0355	100	1000	
374	NOT123	7610-03-000-9257	NOT, RATEFOLD	EA	\$0.0838	1	300	
375	NOT186	7610-01-000-9712	NOT, ZIP+4 CODES	EA	\$0.0411	1	1800	
496	NOT209	7610-03-000-9145	NOT, MAILBOX IMPROVEMENT WEEK	EA	\$0.0108	250	4000	
491	NOT32B	7610-03-000-8332	NOT, BX FEE DUE (FIM B) (NON-BARCOD)	EA	\$0.0078	250	4000	
492	NOT32C	7610-03-000-8333	NOT, BX FEE DUE (FIM C) (BARCODED)	EA	\$0.0076	250	4000	
507	NOT32N	7610-04-000-5093	NOT, NO-FEE P.O.B. RENEWAL NOTICE	EA	\$0.0140	1		*
066	NOT38	7610-03-000-9147	NOT, APPROACHES TO MAILBOXES	EA	\$0.0029	1	13500	
378	NOT3A	7610-03-000-9053	NOT, TEMPLATE LETTER SIZE	EA	\$0.4538	1	200	
379	NOT5	7610-03-000-9133	NOT, RETURN TO SENDER	EA	\$0.0204	1	3000	
380	NOT67	7610-02-000-9906	NOT, AUTOMATION TEMPLATE	EA	\$0.2819	1	500	
070	NOT70	7610-01-000-9670	NOT, USPS PRIVACY ACT NOTICE	EA	\$0.0122	1	3600	
381	O1033I	7240-01-365-4288	INSERT, BASKET W/ROPE LACING	EA	\$17.1510	1	5	
382	O1036	7690-01-365-4698	MARKER, IDENTIFICATION	EA	\$1.7200	1	100	
383	O1037A	7110-01-364-3428	DIVIDER, LTR CSE, PLSTC	EA	\$1.5268	1	100	
384	O1037B	7110-01-364-3427	DIVIDER, SEPARATION	EA	\$2.6206	1	50	
073	O1046I	7240-01-365-4289	INSERT, CANVAS HAMPER	EA	\$35.7700	5		*
385	O1075A	7240-01-365-4291	CART, UTILITY, INSERT W/LACING	EA	\$14.1885	1	12	
386	O1100F	7510-02-000-8761	AWARD, CERTIFICATE OF APPRECIATION	EA	\$0.1258	1	1600	
387	O1100H	7510-02-000-8762	AWARD, SERVICE, FOLDER (1 WINDOW)	EA	\$2.8852	1	30	
388	O1100K	7510-02-000-8763	AWARD, SERVICE, FOLDER (2 WINDOWS)	EA	\$3.6508	1	25	
390	O1250A	9905-01-365-4686	MARKER, TRAY, MARKERS FOR BBMD (PLASTIC)	EA	\$0.2710	25		*

QP#	PSIN	PSN	Description	UI	AVG Price per Unit of Iss	Iss Incr	BPQ	DVD
077	O1250B	9905-01-365-4687	MARKER, TRAY, MARKERS FOR BBMD (PLASTIC)	EA	\$0.2710	25		*
391	O1250C	9905-01-365-4688	MARKER, TRAY, MARKERS FOR BBMD (PLASTIC)	EA	\$0.2710	25		*
078	O1250D	9905-01-365-4689	MARKER, TRAY, MARKERS FOR BBMD (PLASTIC)	EA	\$0.2710	25		*
392	O1250E	9905-01-365-4690	MARKER, TRAY, MARKERS FOR BBMD (PLASTIC)	EA	\$0.2710	25		*
393	O1250F	9905-01-365-8706	MARKER, TRAY, MARKERS FOR BBMD (PLASTIC)	EA	\$0.2710	25		*
079	O12C	7530-01-364-3029	LETTERHEAD, U.S. POSTAL SERVICE	SH	\$0.0073	500	4000	
080	O12D	7530-01-364-3030	LETTERHEAD, BLUE 8 1/2" X 11"	SH	\$0.0125	50	4000	
081	O13	7530-01-364-3032	SLIP, ROUTING (100/PAD)	PD	\$0.8785	2		*
082	O306B	5340-02-000-8177	KEYLOCK, PO BOX LOCK-1800/2900 SERI	EA	\$1.9662	1	100	
394	O308	5340-02-000-8179	KEYLOCK, PO BOX LOCK-1500 SERIES	EA	\$2.7669	1	100	
083	O385G	7510-01-368-3495	BAND, RUBBER (50 LBS/CT) CONTAINS 10 5-LB BAGS	CT	\$32.6700	1		*
395	O399A	7510-02-000-8125	BINDER, MS HANDBOOK	EA	\$1.8246	1	12	
396	O399B	7510-02-000-8173	BINDER, MS HANDBOOK (2" BINDER)	EA	\$5.4688	1	12	
084	O53A	7110-02-000-8108	CLOSURE, CORRUGATED, NO.1 PO BOX	EA	\$0.0439	25	400	
085	O53B	7110-02-000-8109	CLOSURE, CORRUGATED, NO.2 PO BOX	EA	\$0.0580	1	400	
397	O53C	7110-02-000-8110	CLOSURE, CORRUGATED, NO.3 PO BOX	EA	\$0.0901	1	400	
398	O570R	7510-03-000-3640	HANDLE, WOOD	EA	\$0.5817	1	200	
086	O625A	5975-01-013-2742	STRAP, TIEDOWN, ELECTRIC (1,000/PG)	PG	\$8.4135	1	5	
087	O635	7520-02-000-8087	TYPE SET, RUBBER (PICA)	SE	\$1.1500	1	288	
399	O65	7540-02-000-8020	ENV, MESSENGER	EA	\$0.0824	25	250	
400	O66	7530-01-365-3081	FOLDER, FILE	EA	\$0.2125	1	200	
401	O67	7530-01-365-3089	FOLDER, FILE	EA	\$0.1913	1	200	
091	O7509	7520-02-000-8147	STAMP, CANCELING, SELF-INKING	EA	\$0.8043	12	384	
503	O7522	7690-04-000-1181	LAB, VALIDATION IMPRINTER	BX	\$44.0300	1		*
473	O7551	7530-03-000-9396	PAPER, THERMAL	RO	\$1.8795	1	32	
403	O790D	7510-02-000-8119	INK, CANCELING (GAL)	GL	\$75.2300	1	6	
404	O790E	7510-02-000-8120	INK, CANCELING (PINT)	PT	\$10.2200	1	24	
095	O8100R	7510-01-365-3099	RIBBON, MONEY ORDER IMPRINTER	EA	\$15.1154	1	100	
474	O8102	6910-03-000-5813	HOLDER, CARD, CONSUMER	EA	\$3.9600	1	25	
096	O813R	5340-02-000-8875	CLOSURE DEVICE, POUCH (1,000/PG)	PG	\$2.5559	1	10	
405	O817A	5340-02-000-8123	SEAL, BARCODED, CARGO (1,000/BX)	BX	\$98.5300	1		*
097	O817C	5340-03-000-3520	SEAL, REGISTERED AIR MAIL (1,000/BX)	BX	\$64.3200	1		*
478	O817PM	5340-03-000-7006	SEAL, POSTAGE METER	EA	\$0.0000	100	5000	
406	O818A	5340-02-000-8208	SEAL, ANTI-PILFERA, INT'L MAIL (100/PG)	PG	\$13.4700	20		*
407	O831	5340-01-365-4675	PADLOCK	EA	\$18.6352	1	24	
408	O858	6670-01-365-8861	CHART, SCALE, BEAM, 16-OZ. LTR	EA	\$29.2080	1	1	
409	O87H	7530-02-000-8806	JACKET, ENVELOPE	EA	\$0.0300	1	1000	
410	O87X	7510-02-000-8754	FOLDER, USPS, WHITE W/BLACK LOGO	EA	\$0.1186	1	400	
098	O910A	5340-02-000-8190	LOCK, NDCBU, CLKWSE (1/PG — 10/PKG)	PG	\$9.4636	1	20	
099	O910B	5340-02-000-8005	LOCK, COUNTER-CLOCKWISE (10/PG)	PG	\$10.5122	1	20	
411	O911A	7520-02-000-8879	BOX, CASH AND STAMP (SMALL)	EA	\$14.1198	1	1	
412	O911B	7520-02-000-8078	BOX, CASH (LG)	EA	\$14.9700	1	1	
413	O913A	5340-03-000-3608	CAM, LOCK, OFFSET (10/PG)	PG	\$4.8000	1	200	
414	O913D	5340-01-000-9378	CAM, LOCK, OFFSET (10/PG)	PG	\$2.3524	1	40	
100	O933L	5340-01-000-9418	LOCK & KEYS	SE	\$2.2300	1	100	
415	O947	5340-02-000-8886	HOLDER, LOCK, CANVAS	EA	\$8.7792	1	36	
416	O9930	9905-01-365-2125	HOLDER, LABEL, W/SLIT	EA	\$0.0247	100	7200	
480	POMISSUE	7610-03-000-3558	MANUAL, POSTAL OPERATIONS	EA	\$3.8024	1	14	

QP#	PSIN	PSN	Description	UI	AVG Price per Unit of Iss	Iss Incr	BPQ	DVD
463	POS123L	7690-03-000-4150	POS, POSTAL RATES AND FEES	EA	\$0.1062	1	300	
464	POS123S	7690-03-000-4151	POS, POSTAL RATES AND FEES	EA	\$0.1082	1	400	
068	POS158	7610-03-000-3949	POS, POSSESSION OF FIREARMS	EA	\$0.0382	1	2500	
103	POS265	7690-03-000-9031	POS, DRUGS BY MAIL	EA	\$0.0990	1	1500	
071	POS296	7690-03-000-9335	POS, NOTICE OF REWARD	EA	\$0.0457	1	2000	
105	POS51	7610-01-000-9149	POS, INT'L RATES AND FEES	EA	\$0.0776	1	1000	
106	POS7	7690-03-000-9181	POS, RULES/REGS ON PS PROPERTY	EA	\$0.0324	1	2000	
107	POS74	7690-03-000-9236	POS, PACKAGING POINTERS	EA	\$0.1463	1	700	
108	POS76	7690-03-000-9321	POS, SOME THINGS ARE NEVER MEANT TO BE MAILED	EA	\$0.0550	1	2000	
417	POSOSHA2203	7690-04-000-5603	POS, JOB SAFETY AND HEALTH PROTEC	EA	\$0.0000	1	1250	
109	PS1000	7530-02-000-9931	FORM, DOMESTIC CLAIM/REG IN	EA	\$0.0772	100	1000	
110	PS1012	7530-02-000-7334	FORM, TRAVEL VOUCHER	SH	\$0.0168	1		*
111	PS1091A	7530-02-000-7341	FORM, PO BOX FEE REGISTER (CARD)	EA	\$0.0082	250	4000	
112	PS1093	7530-02-000-7165	FORM, APP FR PO BOX	EA	\$0.0253	50	1000	
113	PS1094	7530-02-000-7345	FORM, APP FR ADD KEY PO	SH	\$0.0083	2		*
114	PS1096	7530-02-000-7346	FORM, CASH RECEIPT (100/PAD)	PD	\$0.1544	5	100	
115	PS1099	7530-02-000-7347	FORM, NOT RET KEYS	SH	\$0.0070	1	12000	
116	PS1164	7530-02-000-8335	FORM, CLAIM REIMBURSE EXP	SH	\$0.0168	1		*
277	PS1188	7530-01-000-9016	FORM, CANCEL ORG DUES/PAYROLL WITHHOLDINGS	SE	\$0.0521	1	1500	
117	PS1199A	7530-02-000-7353	FORM, DIRECT DEPOSIT	SE	\$0.0365	100	2000	
118	PS1216	7530-02-000-7354	FORM, EMPLOYEE'S CUR MAILING ADDR	SE	\$0.0197	1	4000	
278	PS1221	7530-02-000-7356	FORM, ADV SICK LEAVE AUTH (100/PAD)	PD	\$0.6059	1	60	
119	PS1230C	7530-00-270-6182	FORM, TIME CARD	EA	\$0.0109	100	5000	
120	PS1234	7530-02-000-7359	FORM, UTILITY CARD	EA	\$0.0095	100	10000	
121	PS1236A	7530-01-000-9649	FORM, WKLY LOAN TRANS/TRAIN	EA	\$0.0140	1		*
122	PS1260	7530-01-000-9268	FORM, NONTRANSACTOR CD	EA	\$0.0036	1	9000	
279	PS1261	7530-01-000-9269	FORM, NONTRANSACTOR REPORT	SH	\$0.0140	1		*
280	PS1270	7530-03-000-9448	FORM, IDEA PROPOSAL	EA	\$0.0790	50	800	
123	PS1314A	7530-01-000-9282	FORM, AUX RURAL CARRIER TIME	EA	\$0.0113	1	10000	
124	PS1412A	7530-01-000-9295	FORM, DAILY CASH REPORT (100/PAD)	PD	\$0.5540	1	40	
125	PS1412B	7530-01-000-9296	FORM, DAILY FINANCIAL RPRT (100/PAD)	PD	\$0.8785	2		*
481	PS1500	7530-03-000-7374	FORM, APPL FOR LISTIN & PROHIBITORY	EA	\$0.0289	25	1600	
126	PS1509	7530-01-000-9334	FORM, SNDR'S APPL FOR REC OF MAIL	SH	\$0.0140	1		*
127	PS1510	7530-01-000-9335	FORM, MAIL LOSS/RIFLING REPORT	SE	\$0.0546	100	1000	
504	PS152	7530-04-000-4309	FORM, DELIVERY CONFIRMATION LABEL	EA	\$0.0089	250	10000	
470	PS1527	7530-01-000-9343	FORM, GEN DEL SERVICE APPL	EA	\$0.0115	1	8000	
281	PS1532	7530-01-000-9345	FORM, SEMIAN CHK OF OVERFLOW MAIL	SH	\$0.0278	1	2000	
128	PS1538	7530-01-000-9346	FORM, RCPT PO BOX/CALLER	BK	\$1.8800	5	30	
129	PS1556	7530-01-000-9356	FORM, SUSP ITEMS-SPRT INFO	SH	\$0.0140	1		*
131	PS1564	7530-01-000-9357	FORM, ADDRESS CHANGE SHEET	SH	\$0.0259	50	2000	
284	PS1564B	7530-01-000-9358	FORM, SPECIAL ORDERS (CARD)	EA	\$0.0352	100	2000	
132	PS1567	7530-01-000-9360	FORM, REQ RUBBER/STEEL STP	SH	\$0.0168	1		*
285	PS1571	7530-01-000-9361	FORM, UNDELIVER MAIL REPT (100/PAD)	PD	\$0.3439	1	120	
133	PS1578B	7530-02-000-7171	FORM, REQ NON-STD FACING SLIPS	SE	\$0.0313	50	2000	
134	PS1608	7530-01-000-9371	FORM, EMER SALARY AUTH/REC	SH	\$0.0035	1	12000	
135	PS1621	7530-01-000-9390	FORM, DELIVERY MGMT REPORT	SE	\$0.0157	1	3000	
136	PS1627	7530-01-000-9394	FORM, GENL PRP RULED FORM	SH	\$0.0140	1		*
137	PS1628	7530-03-000-3661	FORM, IND KEY REC	EA	\$0.0086	1	8000	
286	PS1629	7530-01-000-9396	FORM, BUILDING KEYS INVENTORY	SH	\$0.0140	1		*
138	PS17	7530-03-000-9112	FORM, STAMP REQUISITION (100/PAD)	PD	\$1.4470	1		*
139	PS1700	7530-02-000-7362	FORM, VEHICLE ACCIDENT INVEST	SH	\$0.0447	50	2000	

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287	PS1717	7530-02-000-7364	FORM, BID PREFERRED ASSIGN	EA	\$0.0063	50	10000	
140	PS1723	7530-02-000-7366	FORM, ASSIGNMENT ORDER (50/PAD)	PD	\$1.0535	2		*
288	PS1766	7530-02-000-7374	FORM, HAZARD WARNING CARD	EA	\$0.0267	1	4000	
141	PS1767	7530-01-000-9422	FORM, REPORT OF HAZARD	SE	\$0.0581	25	800	
142	PS1769	7530-02-000-7375	FORM, SUPRV RPT OF ACCIDENT	SE	\$0.2796	10	400	
497	PS1770	7530-02-000-7376	FORM, HAZARDOUS MATERIAL RP	SE	\$0.0787	25	1200	
289	PS1778	7530-01-000-9428	FORM, DOG WARNING CARD	EA	\$0.0241	1	3000	
143	PS1783	7530-01-000-9430	FORM, ON-JOB SAFETY REVIEW	SH	\$0.0168	1		*
144	PS1784B	7530-01-000-9433	FORM, SAFETY/HEALTH INSP	SE	\$0.1047	1	600	
290	PS1838	7530-01-000-9461	FORM, CARRIER CT ML/LTR	SE	\$0.0270	1	2400	
291	PS1838C	7530-01-000-9464	FORM, CARR CT MAIL LC WKSH	SE	\$0.0245	1	1800	
292	PS1840	7530-01-000-9466	FORM, SUMMARY COUNT/INSP (50/PAD)	PD	\$0.8885	1		*
146	PS1908	7530-01-000-9475	FORM, FINANCIAL ADJ MEMO (100/PAD)	PD	\$0.8785	2		*
147	PS2016	7530-01-000-9517	FORM, MAIL THEFT & VANDALISM	SH	\$0.0140	1		*
505	PS2018	7530-04-000-5309	FORM, DUPL KEY, PIN & COMB INVENT	EA	\$0.0244	1	3000	
498	PS2130	7530-02-000-7390	FORM, CLA/LOSS INIT LTR	SE	\$0.0426	1	1000	
148	PS2131	7530-01-000-9711	FORM, UNCOL CHECK REPORT	SE	\$0.0353	1	4500	
149	PS2240	7530-02-000-7406	FORM, PAY LV ADJ REQ	SE	\$0.0201	1	2400	
295	PS2240R	7530-02-000-7407	FORM, RURAL PAY/LEAVE ADJ R	SE	\$0.0320	1	3000	
296	PS2243	7530-02-000-7426	FORM, PSDS HR ADJ RECORD	SH	\$0.0168	1		*
297	PS2485	7530-01-000-9637	FORM, MED EXAM AND ASSESSMENT	SE	\$0.0760	1	700	
150	PS25	7530-01-000-9502	FORM, TRUST FUND ACCOUNT	SH	\$0.0188	1		*
151	PS2591	7530-01-000-9733	FORM, APPLICATION FOR EMPLOYMENT	SE	\$0.0444	1	1600	
152	PS2855	7530-01-000-9771	FORM, CLM FR IND INTL ML	SE	\$0.0298	50	2800	
153	PS2865	7530-01-000-9775	FORM, RETURN RECEIPT FOR INT'L MAIL	EA	\$0.0120	250	4500	
298	PS2866	7530-01-000-9776	FORM, PRESORT VERIFICATION	SH	\$0.0104	1	4000	
299	PS2942A	7530-01-000-9811	FORM, DELIVERY LST AV 7 MA (800/CTN)	CT	\$41.6000	1	1	
300	PS2944	7530-01-000-9814	FORM, RECPT FR CUST ML (100/PAD)	PD	\$0.2924	1	200	
301	PS2960	7530-01-000-9821	FORM, INVENTORY RECORDS	EA	\$0.0166	1	3000	
157	PS2976	7530-01-000-9833	FORM, CUSTOMS (CN22)	EA	\$0.0083	250	10000	
154	PS2976A	7530-01-000-9834	FORM, CUST DECL DISP (CT72) (4-PART SET)	SE	\$0.0301	125	1500	
156	PS2976E	7530-03-000-5174	FORM, PARCEL POST CUST DECL	EA	\$0.0242	125	1500	
158	PS3083	7530-01-000-9850	FORM, TRUST ACCOUNTS RECEIPTS & WITHDRAWALS (100/PAD)	PD	\$0.3505	1	120	
159	PS3176	7530-01-000-9870	FORM, BANK TRANSACTION RECORD	SH	\$0.0168	1		*
160	PS3189	7530-01-000-9878	FORM, REQ FOR TEMP SCH CHG (100/PAD)	PD	\$0.3384	5	90	
161	PS3203	7530-01-000-9880	FORM, ORDER PRINTED STAMPD	EA	\$0.0409	50	1000	
162	PS3220	7530-01-000-9883	FORM, STAMP ENV SALE AT DIS	SH	\$0.0140	1		*
163	PS3227	7530-03-000-9137	FORM, STAMPS BY MAIL ENVELOPE	EA	\$0.0129	200	3200	
164	PS3227R	7530-01-000-9885	FORM, STAMP STOCK PURCHASE	EA	\$0.0283	100	2400	
165	PS3238	7530-01-000-9889	FORM, DESTRUCTION CERTIFICATION	SE	\$0.0690	25	1000	
166	PS3293	7530-02-000-7447	FORM, RETAIL VEND CRED EXAM	SH	\$0.0168	1		*
167	PS3294	7530-01-000-9913	FORM, CASH STAMP STK COUNT	SH	\$0.0160	50	2000	
168	PS3295	7530-01-000-9914	FORM, DLY REC OF STAMPS	SH	\$0.0188	1		*
169	PS3317A	7530-01-000-9916	FORM, PHILATELIC SALES RCD	SH	\$0.0168	1		*
170	PS3368	7530-01-000-9917	FORM, FXD CREDIT INV REC	EA	\$0.0177	50	3000	
171	PS3369	7530-01-000-9918	FORM, CONSIG CREDIT RECPT (50/PAD)	PD	\$0.1339	1	480	
173	PS3533	7530-01-000-9932	FORM, REFUND POSTAGE & FEES	SH	\$0.0168	1		*
174	PS3541N	7530-02-000-8045	FORM, POSTAGE STATEMENT — PERIODICALS NONPROFIT RATES	SH	\$0.0168	1		*
175	PS3541R	7530-02-000-8046	FORM, POSTAGE STMT — PERIODICALS/SCIENCE-OF-AG RATES	SH	\$0.0168	1		*

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176	PS3544	7530-03-000-3768	FORM, POST OFFICE RCPT	BK	\$1.1228	1	60	
177	PS3546	7530-01-000-9953	FORM, FORWARDING ORDER CHANGE NOTICE (POSTAL CARD)	EA	\$0.0108	100	4000	
178	PS3547	7530-01-000-9954	FORM, NOT OF CORR IN ADDRESS	EA	\$0.0040	250	8000	
179	PS3555	7530-01-000-9959	FORM, REPORT OF RETURNED MAIL	SH	\$0.0140	1		*
460	PS3575Z	7530-03-000-4594	FORM, CHANGE OF ADDRESS	EA	\$0.0000	250	3000	
181	PS3576	7530-01-000-9963	FORM, NEW ADDRESS VERFI CARD	EA	\$0.0046	250	6000	
182	PS3579	7530-01-000-9965	FORM, UNDELIVERABL STD & SPEC MAIL	SH	\$0.0165	100	4000	
183	PS3580	7530-01-000-9966	FORM, NOT POSTAGE DUE ADV	EA	\$0.0155	50	4500	
184	PS3582A	7530-03-000-3832	FORM, POSTAGE DUE BILL	EA	\$0.0083	2		*
185	PS3584	7530-01-000-9970	FORM, POSTAGE DUE LOG	SH	\$0.0140	1		*
186	PS3600P	7530-03-000-7026	FORM, STATEMENT — FIRST-CLASS MAIL POSTAGE AFFIXED	EA	\$0.0168	1		*
187	PS3600R	7530-02-000-8049	FORM, STATEMENT — FIRST-CLASS MAIL PERMIT IMPRINT	SH	\$0.0168	1		*
189	PS3601A	7530-01-000-9972	FORM, APPL FOR METER LIC	SH	\$0.0089	1	4000	
483	PS3601C	7530-03-000-7523	FORM, POSTAGE METER REPORT	EA	\$0.0421	100	1000	
190	PS3602A	7530-01-000-9974	FORM, DLY REC OF MTR REG	BK	\$0.0906	1	600	
191	PS3602N	7530-02-000-8047	FORM, STATEMENT — NONPROFIT STANDARD MAIL PERMIT IMPRINT	SH	\$0.0168	1		*
302	PS3602NV	7530-03-000-8322	FORM, STATEMENT — NONPROFIT STANDARD MAIL PERMIT IMPRINT	EA	\$0.0168	1		*
477	PS3602PN	7530-03-000-7206	FORM, STATEMENT — NONPROFIT STANDARD MAIL POSTAGE AFFIXED	EA	\$0.0168	1		*
193	PS3602PO	7530-01-000-9976	FORM, PTG COLL PO	BK	\$1.5203	1	40	
192	PS3602PR	7530-03-000-7027	FORM, STATEMENT — REGULAR STANDARD MAIL POSTAGE AFFIXED	EA	\$0.0168	1		*
194	PS3602R	7530-02-000-8053	FORM, POSTAGE STMT — STANDARD MAIL PERMIT IMPRINT	EA	\$0.0168	1		*
303	PS3603	7530-02-000-9495	FORM, RECPT FR POSTAGE	BK	\$1.4305	1	40	
195	PS3604	7530-01-000-9978	FORM, REVOCATION OF MLG PERMIT	SH	\$0.0162	1	8000	
305	PS3607	7530-02-000-9000	FORM, WGT AND DISP CERT	SH	\$0.0140	1		*
196	PS3609	7530-03-000-3821	FORM, RCD PERMIT IMPRINT MLGS	EA	\$0.0195	1	4000	
307	PS3609PO	7530-02-000-9003	FORM, CONT FR POST OFF MTR	EA	\$0.1253	1	3000	
197	PS3610	7530-02-000-9005	FORM, REC OF POSTAGE METER	SH	\$0.0025	1	2500	
461	PS3615	7530-03-000-6048	FORM, MAILING PERMIT	EA	\$0.0216	25	2000	
198	PS3619	7530-02-000-9011	FORM, PERMIT NUMBER RECRD (CARD)	EA	\$0.0100	1	8000	
199	PS3621A	7530-02-000-8210	FORM, RENEWAL NOT ANN FEES	SH	\$0.0140	1		*
462	PS3624	7530-02-000-9014	FORM, APPL TO MAIL AT NONPROFIT STANDARD MAIL RATES	SH	\$0.0351	25	2000	
471	PS3637G	7530-02-000-9022	FORM, OFFICIAL MAIL BATCH HEADER	SE	\$0.0426	25	3500	
309	PS3721	7530-02-000-9042	FORM, PUBL WATCH REP	SE	\$0.0626	100	1400	
310	PS3749	7530-02-000-9044	FORM, IRREG IN THE PREP OF MAIL MAT	SE	\$0.0489	1	1500	
200	PS3800	7530-02-000-9047	FORM, RECEIPT CERTIFIED MAIL (LABEL)	SH	\$0.0086	500	10000	
311	PS3801	7530-02-000-9048	FORM, STANDING DELIVERY ORDER	EA	\$0.0076	1	6000	
201	PS3804	7530-02-000-9031	FORM, RET RCPT MERCHANDISE	EA	\$0.0061	500	10000	
202	PS3806	7530-02-000-9051	FORM, RECPT FR REG MAIL	SE	\$0.0059	250	4500	
203	PS3811	7530-02-000-9053	FORM, DOMESTIC RETURN RECEIPT	EA	\$0.0060	250	5000	
204	PS3811A	7530-02-000-9054	FORM, REQ. FOR RETURN RECEIPT (AFTER MAILING)	EA	\$0.0127	250	4000	
205	PS3813	7530-02-000-9056	FORM, RECPT FOR DOM INS PAR (100 SHEETS PER PAD) (GREEN)	PD	\$0.2445	5	140	
206	PS3813P	7530-02-000-9057	FORM, RECPT FOR INS MAIL (WHITE W/BUE RECEIPT)	SH	\$0.0081	250	10000	
207	PS3816	7530-02-000-9062	FORM, C.O.D. MAILING AND DEL RECPT	SE	\$0.0634	100	1000	

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312	PS3816AS	7530-02-000-9063	FORM, C.O.D. CARD — FIRM MAILINGS, CONTINUOUS; 1200/CTN	CT	\$54.0153	1	1	
208	PS3817	7530-02-000-9065	FORM, CERT OF MAILING	SH	\$0.0013	500	30000	
209	PS3821	7530-02-000-9068	FORM, CLEARANCE RECEIPT (50/PAD)	PD	\$0.1066	10	450	
313	PS3822	7530-02-000-9069	FORM, C.O.D. TAG TRANSMITT (100/PAD)	PD	\$0.1817	5	180	
210	PS3830A	7530-02-000-9075	FORM, REGISTRY DISPATCH RCD	SE	\$0.0116	100	5000	
211	PS3849	7530-01-000-9716	FORM, DELIVERY NOT/REMDR/RECPT	EA	\$0.0043	500	9000	
212	PS3854	7530-02-000-9084	FORM, OMANIFOLD REG DISPATCH BK	BK	\$1.4478	1	30	
217	PS3867	7530-02-000-9093	FORM, ACCT MAIL REC FOR DEL	SH	\$0.0168	1		*
218	PS3877	7530-02-000-9098	BOOK, MAILING, FIRM	BK	\$1.3800	1	40	
219	PS3883	7530-02-000-9099	FORM, FIRM DEL RECPT (75 SETS/PKG)	PG	\$2.5069	1	40	
220	PS3907	7530-03-000-3749	FORM, MAIL PICKUP NOTICE	EA	\$0.0079	250	6000	
221	PS3915	7530-02-000-9124	FORM, LOCK BX KEY REQ	SE	\$0.0419	50	2000	
222	PS3921	7530-02-000-9125	FORM, DAILY DELIVERY UNIT V	SH	\$0.0168	1		*
223	PS3922	7530-02-000-9126	FORM, DELIVERY UNIT VOL REC	SH	\$0.0168	1		*
224	PS3930	7530-02-000-9035	FORM, OPERATIONS ANALYSIS	SH	\$0.0168	1		*
225	PS3958	7530-02-000-9132	FORM, MAIN STAMP STOCK DAILY	SH	\$0.0140	1		*
226	PS3959	7530-02-000-9133	FORM, STAMP STK DLY RECAP	SH	\$0.0140	1		*
227	PS3971	7530-02-000-9136	FORM, REQ OR NOT OF ABSEN (100/PAD)	PD	\$1.0535	2		*
228	PS3972	7530-02-000-9137	FORM, ABSENCE ANALYSIS	EA	\$0.0192	1	2000	
229	PS3977	7530-02-000-9140	FORM, DUPL KEY REC	EA	\$0.0163	1	3000	
230	PS3982	7530-02-000-9148	FORM, CHANGE OF ADDRESS	EA	\$0.0173	1	1500	
231	PS3996	7530-02-000-9151	FORM, CARRIER AUX CONT (100/PAD)	PD	\$1.7370	1		*
315	PS3999	7530-02-000-9154	FORM, INSP OF LTR CARR ROUTE	SH	\$0.0168	1		*
232	PS4003	7530-02-000-9157	FORM, RURAL ROUTE DESCRIPTION	SE	\$0.0628	1	600	
233	PS4027	7530-02-000-9167	FORM, CHANGE IN RURAL DELIVERY	SH	\$0.0168	1		*
234	PS4052	7530-02-000-9168	FORM, NOT TO RU PAT	SH	\$0.0140	1		*
235	PS4056	7530-02-000-9169	FORM, YOUR MAILBOX NEEDS ATTN (100/PAD)	PD	\$0.4057	1	80	
236	PS4232	7530-03-000-9022	FORM, RURAL CUST DELIVERY INST	EA	\$0.0127	250	3000	
316	PS4239	7530-02-000-9205	FORM, RURAL ROUTE COUNT OF MAIL	SE	\$0.0277	25	3000	
237	PS4240	7530-02-000-9206	FORM, RURAL CARRIER TRIP REPORT	SH	\$0.0168	1		*
317	PS4241	7530-02-000-9207	FORM, RURAL DEL STATISTICS REPORT	SE	\$0.0482	25	2000	
499	PS4241X	7530-03-000-0936	FORM, RURAL DEL STAT SUMMRY REPT	EA	\$0.0454	25	2000	
238	PS4245	7530-02-000-9211	FORM, CARRIER'S STATEMENT	EA	\$0.0068	500	5000	
318	PS4248	7530-02-000-9212	FORM, RURAL ROUTE TRIP REPORT	SE	\$0.0582	1	1600	
239	PS4314C	7530-02-000-9215	FORM, CONSUMER SERVICE CARD	SE	\$0.0672	100	1200	
319	PS4326	7530-02-000-9217	FORM, USPS NAT ZIP CODE DIR	SE	\$0.1106	1	3000	
320	PS4541	7530-02-000-9246	FORM, WORK ORDER VEH REPAIR	SE	\$0.0766	50	700	
321	PS4543	7530-02-000-9247	FORM, VEH MAINT WORK ORDER	EA	\$0.0157	100	3000	
240	PS4565	7530-02-000-9250	FORM, VEHICLE REPAIR TAG	SE	\$0.0279	200	2400	
322	PS4567	7530-02-000-9252	FORM, COMM SERV STA PROC RE	SH	\$0.0141	100	3000	
241	PS4570	7530-02-000-9272	FORM, VEHICLE TIME RECORD	EA	\$0.0099	250	3000	
323	PS4572	7530-02-000-9273	FORM, TRACTOR LOG	EA	\$0.0139	1	3000	
324	PS4582	7530-02-000-9280	FORM, OPERATOR'S RECORD (CARD)	EA	\$0.0902	1	800	
325	PS4583	7530-02-000-9281	FORM, PHY FIT INQ/MTR VEH	SE	\$0.0375	1	3500	
242	PS4584	7530-02-000-9282	FORM, OBSERV OF DRIVING PRACTICES	SE	\$0.0367	100	1000	
326	PS4585	7530-02-000-9283	FORM, POSTAL DRIVER ACCD INFO	EA	\$0.0082	1	10000	
327	PS4586	7530-02-000-9284	FORM, ACCIDENT INFORMATION	EA	\$0.0152	1	6000	
243	PS4705	7530-02-000-9300	FORM, FIRE INSP TAG	EA	\$0.0914	1	500	
244	PS4707	7530-02-000-9301	FORM, OUT OF ORDER TAG	EA	\$0.0446	50	4000	
245	PS4805	7530-02-000-9330	FORM, WORK RECORD SHEET	EA	\$0.0226	100	1200	
246	PS4841	7530-03-000-9265	FORM, FUEL AND UTILITIES RE	EA	\$0.0168	1		*

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328	PS4983	7530-02-000-9402	FORM, KEY AND LOCK REQUISITION	SH	\$0.0743	1	1600	
329	PS5111R	7530-02-000-9437	FORM, REVENUE PROTECTION PL	EA	\$0.1083	100	1600	
487	PS5397	7530-02-000-9458	FORM, CONTRAC RTE EXTRA TRIP AUTH	SE	\$0.0391	1	1000	
247	PS5398A	7530-02-000-9198	FORM, STAR ROUTE VEH RECORD	SE	\$0.0159	100	4000	
248	PS5399	7530-02-000-9199	FORM, REC PERF OF HIWAY WTR	SH	\$0.0200	1		*
249	PS542	7530-02-000-7216	FORM, FOREIGN REG ARTICLE	SE	\$0.0719	25	1000	
330	PS5429	7530-02-000-9467	FORM, CERT OF EXCEPT CONTRA SVCE	SE	\$0.0980	1	800	
331	PS5466	7530-02-000-9472	FORM, LATE SLIP	BK	\$0.8895	1	75	
332	PS5500	7530-02-000-9476	FORM, REP OF CONTRACT RTE	SE	\$0.0510	1	1000	
333	PS5659	7530-02-000-9490	FORM, PASSPORT APPL TRANS	SE	\$0.0285	1	1200	
251	PS571	7530-02-000-7223	FORM, DISCREPANCY OF \$100	SE	\$0.0659	50	2000	
252	PS6387	7530-02-000-9535	FORM, APP RURAL MO TRANS	SH	\$0.0055	100	6000	
253	PS6401	7530-02-000-9536	FORM, DOMESTIC MONEY TO	EA	\$0.0115	50	5000	
334	PS7020	7530-02-000-9539	FORM, AUTH ABSENCE FM WKRM FLOOR (100/PAD)	PD	\$0.2331	1	90	
254	PS7380	7530-02-000-9635	FORM, MDC SUPPLY REQUISITION	SH	\$0.0294	100	2000	
255	PS7381	7530-02-000-9636	FORM, REQ FOR SUPPLIES, EQUIP	SH	\$0.0168	1		*
335	PS8040	7530-01-000-9906	FORM, BULK MAIL ACCPT WRKSHT (100/PAD)	PD	\$0.5998	1	40	
256	PS8076	7530-02-000-8028	FORM, AUTH TO HOLD MAIL	EA	\$0.0078	250	3000	
500	PS8105A	7530-04-000-0302	FORM, FUNDS TRANS/TRANSFER REPT	SH	\$0.0168	1		*
501	PS8105B	7530-04-000-0303	FORM, SUSPICIOUS TRANSACT REPT	SH	\$0.0089	25	4000	
336	PS8125	7530-02-000-7255	FORM, DROP SHIP CLEARANCE DOC	EA	\$0.0377	200	2000	
338	PS8127	7530-02-000-8685	FORM, RURAL CARRIER SUPP PAYMENT	SH	\$0.0140	1		*
339	PS8130	7530-02-000-9839	FORM, VEND EQUIP LOG	EA	\$0.0168	1		*
340	PS8152	7530-03-000-9249	FORM, EMPLOYEE DAILY ACTIVITY CARD	EA	\$0.0068	1	4000	
506	PS8165	7530-03-000-9387	FORM, MAIL FRAUD REPORT	EA	\$0.0338	50	2000	
468	PS8191	7610-03-000-6538	FORM, STEP 1 GRIEVANCE	EA	\$0.0168	1		*
257	PS835	7530-02-000-9461	FORM, QTRLY REPT OF ORIGINATIN REG	SH	\$0.0140	1		*
341	PS969	7530-02-000-7258	FORM, MATRL RECYCLING AND DISP	SE	\$0.0628	1	700	
258	PS991	7530-02-000-9547	FORM, APPL FOR PROM OR ASSIGN	SH	\$0.0530	50	500	
260	PUB122	7610-03-000-9059	PUB, CUST GUIDE INDEM CLAIM	EA	\$0.0882	1	600	
069	PUB123	7610-03-000-5306	PUB, CONSUMER'S GUIDE TO POSTAL RATES AND FEES	EA	\$0.0553	50	1350	
419	PUB129	7610-02-000-7088	PUB, SAFETY TALKS	EA	\$3.3873	1	14	
420	PUB192	7610-03-000-9314	PUB, "CELEBRATE THE CENTURY POSTER"	EA	\$0.1955	50	300	
421	PUB2	7610-01-000-9774	PUB, PACKAGING FOR MAILING	EA	\$0.3481	25	100	
263	PUB201	7610-02-000-9960	PUB, GUIDE TO SERVS/PRDCTS	EA	\$0.1549	30	300	
423	PUB208	7610-03-000-9402	PUB, SERV AVAIL FR RURAL CARR	EA	\$0.0131	1	3000	
377	PUB221	7610-03-000-9513	PUB, ADDRESSING FOR SUCCESS	EA	\$0.0341	100	1000	
457	PUB223	7610-03-000-9087	PUB, DIRECTIVES/FORMS CATALOG	EA	\$1.6460	1	24	
264	PUB225	7610-02-000-7089	PUB, INTRO TO STAMP COLLECTING	EA	\$0.0000	25	500	
265	PUB227	7610-02-000-7905	PUB, PREPARING PKGS FOR MAILING	EA	\$0.0350	100	2000	
266	PUB247	7610-02-000-7982	PUB, 247 — SUPPLY AND EQUIP CATA	EA	\$4.5500	1	18	
267	PUB25	7610-03-000-9119	PUB, GUIDE TO DESIGNING LETTER MAIL	EA	\$0.5949	1	60	
268	PUB28	7610-03-000-3688	PUB, POSTAL ADDRESSING STANDARDS	EA	\$0.5455	1	52	
426	PUB300A	7610-04-000-6949	PUB, CONSUMER & BUSINESS GUIDE TO PREVENTING MAIL FRAUD	EA	\$0.1938	1	300	
429	PUB32	7610-03-000-9296	PUB, GLOSSARY OF POSTAL TERMS	EA	\$0.5453	1	72	
432	PUB353	7610-03-000-9268	PUB, DESIGNING REPLY MAIL	EA	\$0.7766	1	50	
433	PUB355	7610-03-000-9452	PUB, IDEAS PROG SUPERVISOR'S GUIDE	EA	\$0.1027	1	500	
434	PUB356	7610-03-000-9453	PUB, IDEAS PROG EMP GUIDE	EA	\$0.0277	1	2000	
269	PUB39	7610-03-000-9154	PUB, US POSTAGE COLORING BOOK	EA	\$0.1971	50	200	

QP#	PSIN	PSN	Description	UI	AVG Price per Unit of Iss	Iss Incr	BPQ	DVD
435	PUB417	7610-02-000-9159	PUB, NONPROF STNDRD MAIL ELIG	EA	\$0.3853	1	80	
270	PUB49	7610-02-000-9901	PUB, PREPARING STANDARD MAIL (A)	EA	\$0.5047	1	50	
437	PUB51	7610-01-000-9815	PUB, INTERNATIONAL MAIL	EA	\$0.1464	25	400	
438	PUB52	7610-03-000-9109	PUB, ACCEPTANCE OF HAZARDOUS, RESTR, PERISH MATTER	EA	\$1.5400	1	24	
465	PUB546	7610-03-000-4600	PUB, SWEEPSTAKES ADVERTISING	EA	\$0.1154	50	1000	
466	PUB548	7610-03-000-4637	PUB, MAIL FRAUD TARGETS CONSUMER	EA	\$0.0631	1	1000	
488	PUB552	7610-03-000-7591	PUB, UNDERSTANDING SEXUAL HARASS	EA	\$0.4485	1	100	
439	PUB63	7610-03-000-9221	PUB, DESIGNING FLAT MAIL	EA	\$0.4258	1	50	
440	PUB71	7610-03-000-9441	PUB, EMP REQ LV FOR COND	EA	\$0.0173	50	4000	
441	PUB75	7610-03-000-4795	PUB, MOVER'S GUIDE (INCLUDES PS FORM 3575)	EA	\$0.0000	1	150	
458	PUB9	7610-03-000-4604	PUB, STAMPS ETC. ORDR FORM (50/PG)	PG	\$1.9564	1	20	
502	PUB95	7610-04-000-1197	PUB, QUICK SERVICE GUIDE	EA	\$0.8903	1	25	
442	S2005D	8415-01-347-1461	GLOVES, WOMEN'S, MED.	PR	\$0.5779	1	72	
443	S2005E	8415-01-347-1462	GLOVES, WOMEN'S, LARGE	PR	\$0.4900	1	72	
444	S2005J	8415-01-347-4509	GLOVES, MEN'S, MEDIUM	PR	\$1.1235	1	72	
445	S2005K	8415-01-347-4510	GLOVES, MEN'S, SMALL	PR	\$0.9724	1	72	
489	S2005L	8415-01-347-4511	GLOVES, MEN'S, X-LARGE	PR	\$1.1806	1	72	
272	S2025	6840-01-357-0744	DOG REPELLENT	CN	\$1.3511	12		*
273	SGN145	7690-03-000-9110	SGN, PAYMENT POLICY	EA	\$0.3877	1	300	
274	SSS1M	7530-04-000-5367	FORM (UPO), REGISTRATION MAIL-BACK	EA	\$0.0000	50	1250	
485	SSS2	7530-03-000-3658	FORM, SSS INFORMATION CHANGE	EA	\$0.0000	25	2500	
447	SSSBOX45	7690-03-000-3813	FORM, DISPENSER BOX/DISPLAY	EA	\$0.0000	1	4	
449	SSSPOS46	7690-03-000-3746	POS, REGISTRATION POSTER	EA	\$0.0000	1	1200	
450	TAG13	7690-03-000-9014	TAG, SCHEDULED MAIL	EA	\$0.0192	500	6000	
451	TAG15	7690-02-000-9907	TAG, DO NOT DELAY — TIME-VALUE DATA — EXPEDITE	EA	\$0.0244	100	6000	
452	TAG155	7690-03-000-9238	TAG, S.A.M. PLAIN	EA	\$0.0431	100	2000	
453	TAG158	7690-03-000-9135	TAG, S.A.M. M-BAG ADDRESS TAG	EA	\$0.0691	100	3000	
275	TAG2	7690-01-000-9229	TAG, PRIORITY MAIL	EA	\$0.0126	100	4000	
454	TAG57	7690-02-000-9965	TAG, POL CAMP MAILING	EA	\$0.0211	100	4000	
455	TAG6	7690-03-000-9237	TAG, FIRST-CLASS — DO NOT DELAY	EA	\$0.0210	50	4000	
469	TAG8	7690-03-000-9498	TAG, GLOBAL PRIORITY MAIL	EA	\$0.0261	25	2000	
456	TSP20	7530-01-000-9449	TSP, LOAN APPLICATION	EA	\$0.0000	1	6000	
479	TSP3	7530-01-000-9647	TSP, DESIGN BENEFICIA	EA	\$0.0000	1	1600	

Retail

Items Authorized for Sale in Self Service Vending Machines

Listed below are items authorized for sale in self service vending machines. Check with your stamp distribution office (SDO) for availability. Any product not on this list (except FIRSTCLASS PHONECARDS and coils of 500 & 3,000) *must not* be placed in vending machines. Also, products ending in "X" or "11" are to be placed only in booklet machines and the booklet/stamp combination machines (PBSM-624). No "X" or "11" products are to be placed in commodity machines.

Quarter III

2000 Self Service Vending Products

Products Used in the Multi-Commodity Vending Equipment

Item Number	Price	Product
2140	\$2.00	40c-#10 FLAG BANDED ENVELOPES
2660	\$2.00	40c-#6 3/4 FLAG BANDED ENVELOPES
2130	\$2.00	40c-#10 LOVE BANDED ENVELOPES
2650	\$2.00	40c-#6 3/4 LOVE BANDED ENVELOPES
3119	\$11.75	1-EXPRESS MAIL PACKET/SHUTTLE PIGGYBACK
3120	\$3.20	1-PRIORITY MAIL STAMP PACK/SHUTTLE LANDING
3122	\$1.10	5-22c UNCLE SAM 2ND OZ.
3130	\$3.00	5-60c AIRMAIL RICKENBACKER
363600	\$3.00	5-60c AIRMAIL GRAND CANYON
363500	\$2.75	5-55c BILLY MITCHELL
364500	\$4.80	10-48c NIAGARA FALLS
363700	\$4.00	10-40c RIO GRANDE
3672	\$4.00	10-40c BREAST CANCER SEMIPOSTAL PACK
361300	\$4.95	15-33c ALL ABOARD
361500	\$4.95	15-33c JOHN AND WILLIAM BARTAM
361600	\$4.95	15-33c AMERICAN GLASS
361700	\$4.95	15-33c EXTREME SPORTS
361800	\$4.95	15-33c AQUARIUM FISH
364000 ¹	\$4.95	15-33c ADOPTION
775801	\$33.00	100-33c CITY FLAG PSA COIL

For Vending Machines Only — Not For Sale Over the Counter

Item Number	Price	Product
661500	\$4.95	15-33c CORAL ROSE
661700	\$4.95	15-33c CITY FLAG
662300	\$4.95	15-33c FOUR FRUIT BERRIES
663600	\$4.95	15-33c HOLIDAY DEER
662000 ²	\$2.00	10-20c RING-NECKED PHEASANT

Criss-Cross Products Used in the Booklet Vending Machines

Item Number	Price	Product
661511	\$4.95	15-33c CORAL ROSE
661711	\$4.95	15-33c CITY FLAG
662311	\$4.95	15-33c FOUR FRUIT BERRIES
663611	\$4.95	15-33c HOLIDAY DEER
662011 ²	\$2.00	10-20c RING-NECKED PHEASANT

Self-service will not re-package the following products after SDO inventories are exhausted. Vending personnel should check with their SDO for availability of the following products:

Item Number	Price	Product
2285	\$1.05	21c RED BARN BANDED STAMPED CARDS
3140	\$1.00	5-20c VIRGINIA APGAR
3139	\$1.00	5-20c HARRY TRUMAN
6634	\$2.00	10-20c BLUE JAY PSA BOOK
6648	\$6.40	20-32c FALL GARDEN FLOWERS BOOK
6663	\$6.40	20-32c TWO FRUITS BOOKLET
6634X	\$2.00	10-20c BLUE JAY PSA BOOK

Items 3613, 3615, 3616, 3617, 3618, and 3640 are commemorative vending packs. Once depleted, they will not be reprinted.

¹ First day of issue is May 10.

² Scheduled for mid June.

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