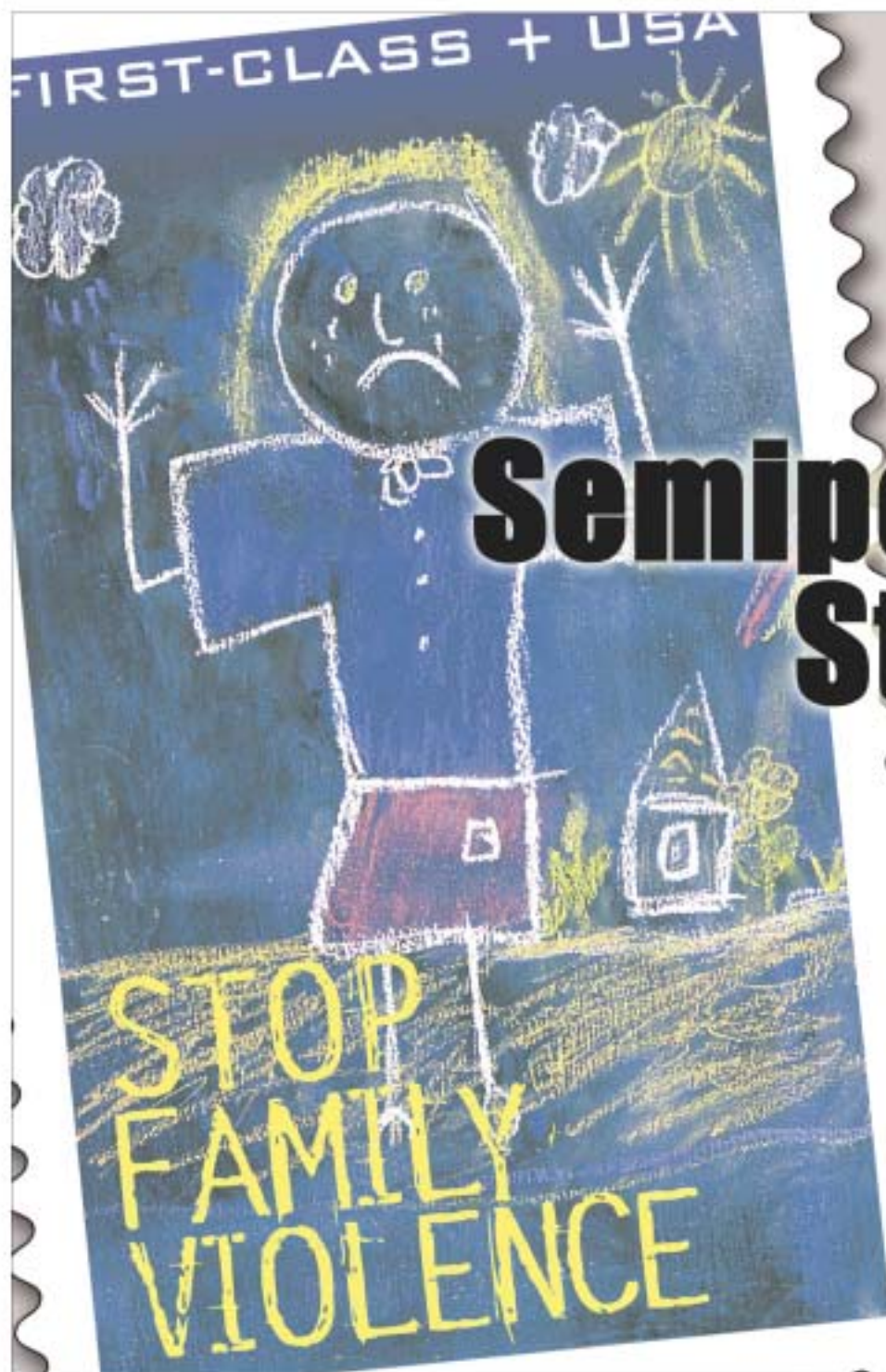


POSTALBULLETIN

PUBLISHED SINCE MARCH 4, 1880

PB 22111, September 18, 2003



*Stop
Family
Violence*

New Semipostal Stamp

**Nationwide
first day
of issue,
October 11.
Purchase
price,
45 cents.**

The contribution
goes toward
domestic
violence
programs.



**UNITED STATES
POSTAL SERVICE®**

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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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The *Postal Bulletin* is published biweekly; information is effective for one year unless it changes a permanent directive or unless otherwise specified.



Recycled Paper

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

PB 22111: 7690-05-000-5980	PB 22103: 7690-05-000-5972	PB 22096: 7690-05-000-5965	PB 22089: 7690-05-000-4854
PB 22110: 7690-05-000-5979	PB 22102: 7690-05-000-5971	PB 22095: 7690-05-000-5964	PB 22088: 7690-05-000-4853
PB 22109: 7690-05-000-5978	PB 22101: 7690-05-000-5970	PB 22094: 7690-05-000-4859	PB 22087: 7690-05-000-4852
PB 22108: 7690-05-000-5977	PB 22100: 7690-05-000-5969	PB 22093: 7690-05-000-4858	PB 22086: 7690-05-000-4851
PB 22107: 7690-05-000-5976	PB 22099: 7690-05-000-5968	PB 22092: 7690-05-000-4857	PB 22085: 7690-05-000-4850
PB 22106: 7690-05-000-5975	PB 22098: 7690-05-000-5967	PB 22091: 7690-05-000-4856	PB 22084: 7690-05-000-4849
PB 22105: 7690-05-000-5974	PB 22097: 7690-05-000-5966	PB 22090: 7690-05-000-4855	PB 22083: 7690-05-000-4848

USPSNEWS@WORK

POTTER TO MANAGERS: Continue to focus on people, reform, costs, service, and revenue

"What the Postal Service™ is all about continues to be selling postage and delivering the mail," Postmaster General (PMG) Jack Potter told 766 managers at the recent 2003 National Executive Conference (NEC) in Washington.

As a framework for those two principles, Potter said that when he became postmaster general he told employees that his focus would be on five main areas, illustrated by the five points of a star: people, reform, costs, service, and revenue. "That focus hasn't changed," the PMG told the NEC attendees. "And employees are delivering results."

He said everyone has done an outstanding job in reducing costs, noting that USPS® is \$1.2 billion under budget in non-personnel costs.

On the reform front, he praised the whole USPS organization — union and management alike — as well as the entire mailing industry for supporting the effort that led to Civil Service Retirement System (CSRS) reform legislation. The legislative change will save the Postal Service billions that it otherwise would have been required by law to overpay into the CSRS.

And Potter noted the extensive work of the President's Commission on the U.S. Postal Service and its recommendations to the president on postal reform. "We must have legislative reform," Potter said.

The PMG said the Postal Service's focus on people is showing results: "VOE scores are up, grievances are down and we have long-term contracts with all our unions."

Potter told managers that the Postal Service must redouble its efforts on the fifth and final point on the star: revenue. Declaring it a major focus, he said, "Our future depends on revenue. It's the key."

TACS EVERYWHERE: Web-based time and attendance system online nationwide

Ahead of schedule and well under budget — that's the story of nationwide implementation of the Time and Attendance Collection System (TACS). The Postal Service now can retire the decades-old systems that TACS replaces.

TACS is one of the world's largest Web-based applications that provides real-time work-hour data to help manage day-to-day operations at the Postal Service. National implementation was completed this summer — thanks to a partnership between Finance and Information Technology.

TACS keeps track of hours worked by more than 700,000 USPS career and non-career employees and the nearly \$2 billion in salaries and benefits they receive each pay period. TACS is credited with a 12 percent reduction in the number of payroll-related adjustments. In addition, the number of timekeepers has been reduced by more than 1,000.

THE PICK-UP PLACE: Discounts on merchandise return items when picked up

Parcel Select® customers soon will receive discounts for their merchandise return items if they pick them up at the same locations where they drop off packages for delivery.

To take advantage of the discounts, merchants need to pick up the returned parcels at a designated Postal Service facility, rather than have the Postal Service deliver the returns to the merchant. "The merchant will pay the postage, which makes the new service particularly consumer friendly," said Package Services Manager Jim Cochrane.

The new Return Service is available for Parcel Select and Bound Printed Matter items beginning Oct. 19. The price for parcels picked up at the Post Office™ nearest the consumer is \$2. Prices for pieces picked up at the bulk mail center are higher, depending on the item's weight and the distance traveled.

SAFEGUARDING PRIVACY: New handbook arrives this month

Reference guides are great resources. They put everything about a subject in one place. And that's what USPS has done with its first ever Privacy/Freedom of Information Act (FOIA) handbook.

Everything you wanted to know about USPS privacy and the Freedom of Information Act, or FOIA, has been organized, updated and explained in plain English.

USPSNEWS@WORK

Handbook AS-353, *Guide to Privacy and the Freedom of Information Act*, replaces two parts of the *Administrative Support Manual*: Portions of Subchapter 35, Records and Release of Information, and the Appendix, Privacy Act Systems of Records.

Appropriate headquarters and field employees will receive copies this month. Take a good look at the handbook — its policies and procedures are effective Sept. 30.

NUMBER, PLEASE: Make contact with new features at the online telephone directory

New features developed by Information Technology (IT) make it easy to connect with co-workers.

In addition to name, title, and address search options, the USPS Online Telephone Directory now includes advanced search options including district site, finance number and office. If you're not sure whether it's Johnson or Johnston, just search "Johns." And narrow it down with a first name, or city, or ZIP Code, or . . .

More features are in the works, such as automated e-mail links. And over the next few months, IT will complete local field directory records so you will be able to access local and national information in a single online directory.

The directory is only as good as the information in it. Automated data feeds take care of most of the updating, but you need to check to be sure your information is accurate. Select the *Phone Directory* link on the Postal Service Intranet and check it out. If you need to make changes, you can do it right from the Web site.

FALL CELEBRATION: National Hispanic Heritage Month

Each year, from Sept. 15 to Oct. 15, America honors the many contributions Hispanic Americans have made and continue to make to our nation by observing National Hispanic Heritage Month. USPS stamps that recognize Hispanic Americans include baseball great Roberto Clemente, singer Richie Valens, U.S. Senator Dennis Chavez of New Mexico, and United Farm Workers leader Cesar Chavez.

2004 FINANCIAL PLAN: Modest mail volume growth and continuing cost reductions

Mail volume is expected to grow by 1.3 percent in Fiscal Year (FY) 2004, though USPS revenue is expected to remain flat, according to remarks made by Chief Financial Officer Richard Strasser at this month's Board of Governors meeting.

Strasser said forecasts point to another 1.3 billion-piece decline in First-Class Mail® volume, while he expects Standard Mail to increase by nearly 4.2 billion pieces. Overall mail volume growth should be up 2.7 billion pieces, a modest 1.3 percent growth rate.

The 2004 financial plan includes savings through reduction of operational costs and expedited debt repayment. "We will continue to focus on strategies that were outlined in the *Transformation Plan*," Strasser said.

The fiscal plan requires continuing cost reductions of \$1.4 billion along with a fifth straight year of productivity gains, even while the delivery network is expected to grow another 1.8 million addresses, to 143 million.

The plan also includes further reductions of 25 million employee workhours. Since 1999, the Postal Service has reduced total workhours by a cumulative 512 million, the equivalent of \$13 billion in savings. Strasser also said that the financial plan would enable the Postal Service to fully recover all prior years' losses with projected net incomes this fiscal year and in FY 2004, capturing \$6 billion since the start of FY 2003.

The Postal Bulletin — Help Us Save Paper and Money

The *Postal Bulletin* has been around for 123 years, and it's the most relied-upon, trusted source of information in the Postal Service™ today.

In the 1970s, when our nation became more concerned about our environment, the Postal Service began using recycled paper to print the *Postal Bulletin*. We have also tried over the years to print just the right number of copies to save our nation's resources.

Despite our efforts, some offices tell us that they receive too many copies. We need to do something about this.

Reducing or Canceling Your Subscription

Therefore, if you want to reduce the number of copies your office receives or if you want to cancel your subscription altogether, **send an e-mail to pbulleti@usps.gov or call 202-268-5776** (if you reach a recording, be sure to leave a message with your name, telephone number, and ZIP Code). Please be assured that we will *not* reduce or cancel your subscription unless you ask us to do so.

As we review our subscription list, we will begin calling facilities that seem to have duplicate subscriptions. If we call your facility, please help us determine if we can reduce your subscription.

Forwarding to Other Facilities

Are you using your own labels to forward *Postal Bulletins* to other facilities that don't have their own subscriptions? When those other facilities close down, the undeliverable *Postal Bulletins* are returned to us here at Headquarters. When we receive those returned *Postal Bulletins*, we have no way of correcting the problem, because those facilities aren't on our subscription list and because we don't know which is the forwarding facility.

If you are forwarding *Postal Bulletins* to other facilities, please contact us at the above e-mail address or phone number so we can create a separate subscription for them.

Accessing the *Postal Bulletin* Online

Remember, each issue of the *Postal Bulletin* since 1995 is available online. To access the online version of the *Postal Bulletin*, please follow either of these routes:

- **On the Intranet:** Go to the Postal Service PolicyNet Web site at <http://blue.usps.gov/cpim>; click on *View Postal Bulletins*.
- **On the Internet:** Go to www.usps.com; click on *About USPS & News*, then *Forms and Publications*, then *Postal Bulletin*.

More Information

For more information on the *Postal Bulletin*, please see our article in *Postal Bulletin* 22097 (3-6-03, pages 5-6) titled "The *Postal Bulletin* — Your Source for Trusted Information."

We started publishing this article in early April, asking you to let us know if we can reduce or eliminate your subscriptions. Since April of this year, many of you have responded, and together we have reduced the total number of printed copies by 7,475!

We've come a long way, and we'll continue to evolve with the times. Our job is to make your job easier. As you know, the *Postal Bulletin* is here to serve you, as it has been for almost 125 years.

— Policies and Procedures Information,
Public Affairs and Communications, 9-18-03

Administrative Services

Directives and Forms Update

Effective immediately, Publication 223, *Directives and Forms Catalog* (June 1999), is revised. The tables below contain the document ID, edition date, title, national stock number (NSN), and the Postal Service and public supply source for all new, revised, and obsolete directives and forms. Use this article to keep Publication 223 current. Information on how to order directives and forms is available in chapter 1 of Publication 223.

IWEB = Intranet = <http://blue.usps.gov>; click on *Information*, then *Policies and Procedures*.

WWW = USPS Web page = www.usps.com.

PE = Postal Explorer = <http://pe.usps.gov>.

F3 = F3 Fill Software.

New Directives

Labels

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
LAB 226-D	7/03	Buy Stamps Here at Post Office Prices	8 x 10	N/A	EACH	MKT	HQO	N/A
LAB 226-C	7/03	Buy Stamps Here at Post Office Prices	4 x 5	N/A	EACH	MKT	HQO	N/A

Management Instructions

PSIN	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
MI AS-350-2003-6	7/03	Marketing e-mail	N/A	CA	IWEB	N/A
MI EL-660-2003-1	7/03	Corporate Succession Planning	N/A	DD	IWEB	N/A

Manuals

PSIN	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
DMM 200-A	6/03	A Guide to Mailing for Businesses and Organizations	7610-07-000-7089	P&C	MDC	MDC

New Forms

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 5550	7/03	7/03	Express Mail Service Manifest System Application	N/A	PU	SHEET	MKT	IWEB	WWW
PS 8189	5/03	5/03	RIBBS Web Access Request	N/A	CD	SHEET	P&C	IWEB	WEB

Revised Directives

Handbooks

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PO-610		7/03	Signature Capture and Electronic Record Management: Manager's Guide to Standard Operation	7610-05-000-4048	N/A	MKT	MDC	MDC

Labels

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
LAB 226-A	7/03	Buy Stamps Here at Post Office Prices	2 x 3	7690-02-000-7030	EACH	MKT	HQO	N/A

Publications

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 25		7/03	Designing Letter and Reply Mail	7610-03-000-9119	DMM	P&C	MDC	P/F

Revised Forms (revised forms appear on the Web before they are stocked at the MDC)

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 1000	8/03	8/03	Domestic Claim or Registered Mail Inquiry	7530-02-000-9931	PS	SET	FIN	MDC, IWEB	P/F
PS 5406	8/03	8/03	Box Delivery Contract Route Survey	7530-02-000-9253	CR	SHEET	SM	MDC, IWEB	N/A
PS 7355	7/03	7/03	Cleaning Agreement	N/A	PS	SHEET	SM	IWEB	N/A

Obsolete Directives*Management Instructions*

PSIN	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
MI AS-530-81-17	10/81	Special Custodial Allowance for Post Offices	7610-03-000-3669	ENG	HQO	HQO
MI AS-840-95-15	9/95	CC:Mail Standards	7610-03-000-5815	IT	MDC	N/A

Posters

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
POS 21-A	4/98	Sexual Harassment	18 x 24	7690-04-000-4839	EACH	DD	MDC	N/A
POS 21	4/98	Sexual Harassment	10 x 10	7690-03-000-0420	EACH	DD	MDC	N/A

Publications

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 49		1/01	Getting Started with Standard Mail	7610-02-000-9901	DMM	P&C	MDC, IWEB	P/F

Obsolete Forms

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 4778	5/94	7/79	Daily Assignment Sheet	7530-02-000-9315	PS	SHEET	ENG	MDC	N/A

— Policies and Procedures Information,
Public Affairs and Communications, 9-18-03

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 Integration at 703-292-4041 at least 1 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
JCP Fall Jewelry	Standard/Catalog	9/19/03–9/22/03	2.0	Nationwide	Car-Rt	RR Donnelley
Ben Franklin Almanac	Standard/Letter	9/21/03–9/23/03	1.8	Nationwide	3/5-Digit, Car-Rt	Rodale/ALG Direct
Through the Country Door	Standard/Catalog	9/22/03–9/25/03	1.4	Nationwide	Barcoded, Basic, 3/5-Digit, Car-Rt	Quad Graphics, Lomira, WI
JCP Week 35 Super Saturday	Standard/Letter	9/23/03–9/25/03	20.4	Nationwide	Car-Rt	Harte-Hanks
The Swiss Colony	Standard/Catalog	9/24/03–9/27/03	1.5	Nationwide	Barcoded, Basic, 3/5-Digit, Car-Rt	Quad Graphics, Lomira, WI
JCP JD03 Fall Jewelry Cat PC	Standard/Postcard	9/25/03–9/27/03	2.0	Nationwide	Car-Rt	Harte-Hanks
South Beach Diet	Standard/Letter	9/25/03–9/27/03	1.8	Nationwide	3/5-Digit, Car-Rt	Rodale/ALG Direct
JCP Week 36 Anniversary/LPOTS	Standard/Flat	9/29/03–10/1/03	21.3	Nationwide	Car-Rt	Harte-Hanks

— Business Service Network Integration,
Service and Market Development, 9-18-03

AZEEZALY S. JAFFER
VICE PRESIDENT, PUBLIC AFFAIRS AND COMMUNICATIONS



September 18, 2003

DISTRICT MANAGERS
POSTMASTERS

SUBJECT: *Stop Family Violence* Semipostal Stamp

Domestic violence is one of our nation's biggest problems, yet many instances of abuse go unreported while victims suffer in silence. The *Stop Family Violence* semipostal stamp first day of issue ceremony is an opportunity for the Postal Service™ to be at the forefront of an important campaign to end domestic violence and its far-reaching effects.

A portion of the proceeds we receive on the sale of every *Stop Family Violence* semipostal stamp will be given to the U.S. Department of Health and Human Services for domestic violence programs. Let us do our very best to help raise awareness of domestic violence and at the same time raise millions of dollars for this worthy cause. The lives and well-being of thousands of people depend on our efforts.

The *Stop Family Violence* semipostal stamp publicity kit is featured in this issue of the *Postal Bulletin* and offers a step-by-step guide for creating local *Stop Family Violence* semipostal stamp events and activities. The kit includes the following:

- Suggestions for generating publicity
- Contact information for suggested participating organizations
- A pictorial cancellation template and stamp art usage guidelines
- Facts and FAQs covering domestic violence
- Service talk and retail information
- Media advisory and news release
- A list of Public Affairs & Communications and Government Relations contacts

Please use this publicity kit to develop and plan your local events. Keep your Area Public Affairs & Communications manager informed of your activities.

A handwritten signature in black ink, appearing to read "Azeezaly S. Jaffer", with a large loop at the end.

cc: Vice Presidents, Area Operations
Manager, Capital Metro Operations

PUBLICITY KIT

Stop Family Violence Semipostal Stamp

Postal Service employees can find an electronic version of the *Stop Family Violence* semipostal stamp publicity kit on the Intranet at <http://blue.usps.gov>; click on *Postmaster's Toolkits*. That electronic version makes it easy to complete the fill-in-the-blank materials included in the kit.

Events and Publicity

On October 11, 2003, the U.S. Postal Service® will issue the *Stop Family Violence* semipostal stamp. This is a nationwide first day of issue; therefore, local dedication ceremonies can be held on the same day as the national ceremony or on any subsequent date.

The *Stop Family Violence* semipostal stamp will be sold for 45 cents and is scheduled to remain on sale through December 31, 2006. **All sales of this stamp must be recorded in AIC 089.** The difference between the sales price and the underlying First-Class Mail® rate constitutes a contribution to provide assistance to the domestic violence programs. It is the third semipostal stamp the Postal Service™ has issued. The 45-cent *Breast Cancer Research* stamp (issued July 29, 1998) is scheduled to remain on sale until December 31, 2003, under the current legislation. The 45-cent *Heroes of 2001* stamp (issued June 7, 2002) is scheduled to remain on sale until December 31, 2004.

By law, funds raised from the sale of the *Stop Family Violence* semipostal stamp (net of the Postal Service's reasonable costs) will be transferred to the U.S. Department of Health and Human Services (HHS) for domestic violence programs.

There are many ways to generate local interest in the *Stop Family Violence* semipostal stamp. Following are some methods to capture customer and media attention.

Event Ideas

- Conduct local dedications that include unveiling the *Stop Family Violence* stamp design. This is a relatively easy way to raise awareness about the stamp and the problem of domestic violence. It will also serve as a reminder that the Postal Service is concerned with and actively involved in community outreach.
- Hold the local dedication in conjunction with an existing related event.
- Remember that October is national Domestic Violence Awareness Month and contact your state coalition representative listed under Suggested Participating Organizations.
- Invite civic, health, and social service organizations to make public purchases of the *Stop Family Violence* semipostal stamp. Purchases of the stamp and mailings by celebrities and/or community leaders using the stamp are good media opportunities that newspaper photographers may wish to cover.
- Present a framed enlargement of the new stamp to a local shelter, group, or individuals known to be outstanding contributors to the cause.
- Partner with a local domestic violence prevention organization, library, and/or recreation center to hold a "Building Safe Families Day." This special day could include sharing information and testimonials as well as other activities that would help educate the community on domestic violence issues while promoting family health and safety.

Implement any of these ideas, combine them, or brainstorm with your employees and come up with ideas of your own. Be sure to publicize each and every event to your local newspaper, radio, and television stations via media advisories and news releases contained in this publicity kit. Don't forget to make follow-up telephone calls.

Event Planning Checklist

When planning *Stop Family Violence* semipostal stamp events, keep the following suggestions in mind:

- Begin planning immediately.
- Set a date (on or after October 11, 2003).
- Secure participants (in addition to domestic violence organizations identified by your state coalition, consider inviting customers, employees, community leaders, and others).
- Order blow-ups of the stamp image, flyers, and other supplies for the event.
- Prepare the special pictorial cancellation provided in this kit (see page 12).
- Secure staging and sound equipment, if applicable.
- Plan signs, including a podium sign and banners.
- Launch a local publicity campaign using the materials in this kit.

Publicity Kit**Stop Family Violence Semipostal Stamp**

- Draft a sequence-of-events agenda and speaker remarks.
- Plan retail opportunities encouraging sales of the stamp.
- Prepare ceremony programs and invitations, if applicable.
- Publicize by working closely with your Public Affairs and Communications representative (see Suggested Public Relations Timeline on page 21 and Area Public Affairs and Communications Managers contact list on page 25).
- Send news clippings to your Area Public Affairs and Communications office.

Suggested Participating Organizations

To locate participants or partnering organizations for your event, contact the appropriate State Domestic Violence Coalition from the list below.

State/City	Coalition Contact	Telephone Number
AL (Montgomery)	Carol Gundlach	334-832-4842
AK (Juneau)	Lauree Hugonin	907-586-3650
AZ (Phoenix)	Leah Meyers	602-279-2900
AR (North Little Rock)	Kerri Bangert	501-907-5612
CA (Sacramento)	Ellyne Bell	916-444-7163
CO (Denver)	Trish Thibodo	303-831-9632
CT (East Hartford)	Lisa Holden	860-282-7899
DE (Wilmington)	Carol Post	302-658-2958
DC	Nancy Meyer	202-299-1181
FL (Tallahassee)	Tiffany Carr	850-425-2749
GA (Atlanta)	Nancy Grigsby	404-209-0280
HI (Honolulu)	Carol Lee	808-832-9316
ID (Boise)	Sue Fellen	208-384-0419
IL (Springfield)	Cheryl Howard	217-789-2830
IN (Indianapolis)	Laura Berry Berman	317-917-3685
IA (Des Moines)	Laurie Schipper	515-244-8028
KS (Topeka)	Sandy Barnett	785-232-9784
KY (Frankfort)	Sherry Currens	502-695-2444
LA (Baton Rouge)	Merni Carter	225-752-1296
ME (Bangor)	Kimberly Roberts	207-941-1194
MD (Bowie)	Michael Cohen	301-352-4574
MA (Boston)	Cathy Greene	617-248-0922
MI (Okemos)	Mary Keefe	517-347-1377
MN (St. Paul)	Delrita Rudnitski	651-646-6177
MS (Jackson)	Michele Carroll	601-981-9196
MO (Jefferson City)	Colleen Coble	573-634-4161
MT (Helena)	Donetta Klein	406-443-7794
NE (Lincoln)	Sarah O'Shea	402-476-6256
NV (Reno)	Sue Meuschke	775-828-1115
NH (Concord)	Grace Mattern	603-224-8893
NJ (Trenton)	Barbara Price	609-584-8107

State/City	Coalition Contact	Telephone Number
NM (Albuquerque)	Agnes Maldonado	505-246-9240
NY (Albany)	Sherry Frohman	518-482-5465
NC (Durham)	Marche Clarke	919-956-9124
ND (Bismarck)	Bonnie Palacek	701-255-6240
OH (Columbus)	Nancy Neylon	614-781-9651
OK (Oklahoma City)	Marcia Smith	405-848-1815
OR (Salem)	Denise Washington	503-365-9644
PA (Harrisburg)	Susan Kelly-Dreiss	717-545-6400
RI (Warwick)	Deborah DeBare	401-467-9940
SC (Columbia)	Vicki Bourus	803-256-2900
SD (Pierre)	Verlaine Gullickson	605-945-0869
TN (Nashville)	Kathy England Walsh	615-386-9406
TX (Austin)	Sheryl Cates	512-794-1133
UT (Salt Lake City)	Judith Kasten-Bell	801-521-5544
VT (Montpelier)	Rose Pulliam	802-223-1302
VA (Richmond)	Ruth Micklem/Kristi VanAudenhove	804-377-0335
WA (Seattle)	Nan Stoops	206-389-2515
WV (Charleston)	Susan Julian	304-965-3552
WI (Madison)	Mary Lauby	608-255-0539
WY (Laramie)	Rosemary Bratton	307-755-5481

Resources — National Domestic Violence Organizations*Family Violence Prevention Fund (FVPF)*

The FVPF works to prevent violence within the home and in the community and help people whose lives are devastated by abuse. Every person has the right to live free of violence. For more than two decades, the FVPF has worked to end violence against women and children around the world. Instrumental in developing the landmark Violence Against Women Act, the FVPF continues to reach new audiences, promote leadership within communities, and transform the way health care providers, police, judges, employers, and others address violence.

Contact: FVPF

Telephone: 415-252-8900

Web site: www.endabuse.org

E-mail: info@endabuse.org

National Coalition Against Domestic Violence (NCADV)

NCADV is dedicated to the empowerment of battered women and their children and therefore is committed to the elimination of personal and societal violence in the lives of battered women and their children.

Contact: NCADV

Telephone: 303-839-1852

Web site: www.ncadv.org

E-mail: mainoffice@ncadv.org

Stop Family Violence Semipostal Stamp**Publicity Kit****National Domestic Violence Hotline**

The hotline provides 24-hour, multi-lingual crisis intervention assistance, information about domestic violence, and referrals to local service providers to victims of domestic violence and those calling on their behalf.

Contact: National Domestic Violence Hotline

Telephone: 800-799-SAFE (7233) or
800-787-3224 TTY

Web site: www.ndvh.org

E-mail: ndvh@ndvh.org

National Network to End Domestic Violence

The National Network to End Domestic Violence, a social change organization representing state domestic violence coalitions, is dedicated to creating a social, political, and economic environment in which violence against women no longer exists.

Contact: National Network to End Domestic Violence

Telephone: 202-543-5566

Web site: www.nnedv.org

National Resource Center on Domestic Violence (NRCDV)

The NRCDV was founded in 1993 as a key component in a national network of domestic violence resources. The NRCDV provides support to all organizations and individuals working to end violence in the lives of victims and their children through technical assistance, training, and information on response to and prevention of domestic violence.

Contact: NRCDV

Telephone: 800-537-2238

Web site: www.nrcdv.org

Stamp Artwork

To purchase stamp artwork, including enlargements (also called "posters" or "blowups"), contact:

JENNIFER KENNEDY

DODGE COLOR

4827 RUGBY AVE STE 100

BETHESDA MD 20814-3028

Telephone: 301-656-0025

Please plan ahead and allow enough time for production and shipping.

Important Reminders

Funds from the sale of the *Stop Family Violence* semipostal stamp (less postage and the Postal Service's reasonable costs) will be used by the U.S. Department of Health and Human Services for domestic violence programs.

All sales for the *Stop Family Violence* semipostal stamp must be recorded in AIC 089.

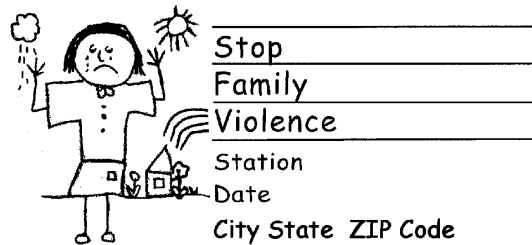
Stop Family Violence Semipostal Stamp Pictorial Cancellation

The Postal Service has authorized one pictorial cancellation design for field use to help spread awareness about the *Stop Family Violence* semipostal stamp. Post Offices planning events are encouraged to use the design depicted below. Offices can offer this cancellation through mail-back service for 30 days.

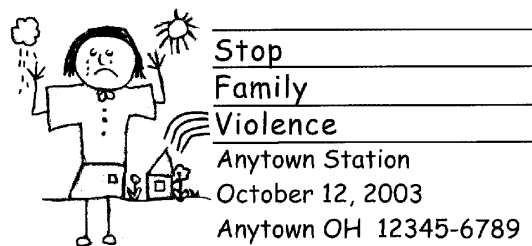
As a reminder, the Postal Service must endeavor to make all unusual postmarking services widely known to collectors through advance publicity to avoid limiting the availability of these postmarks. Therefore, all pictorial cancellations must be reported to Stamp Services at least 3 weeks prior to local events. *Please use the Pictorial Cancellation Announcement form on page 14 to report your use of the cancellation.*

Guidelines for Finalizing *Stop Family Violence* Station Pictorial Cancellation Art

To finalize the *Stop Family Violence* Station pictorial cancellation art, insert the date, city, state, and ZIP Code of the physical location of your event. Overall dimensions of the pictorial cancellation must not exceed 4 inches horizontally by 2 inches vertically. Collectors prefer the dimensions 3 1/2 inches by 1 inch.



Unfinished Art



Finished Art



Pictorial Cancellation Announcement

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

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	

Use of Stop Family Violence Semipostal Stamp Image

Organizations outside the Postal Service desiring products featuring the *Stop Family Violence* semipostal stamp image will be directed to authorized Postal Service licensees. Available products may be resold by organizations for fundraising efforts.

Currently, one Postal Service licensee is creating products with the *Stop Family Violence* semipostal stamp image:

US ALLEGIANCE INC
63004 LAYTON AVE
BEND OR 97701-3735

Web Site: www.ipledge.com
Telephone: 800-327-1402
Fax: 800-622-8212

The Postal Service will consider waiving licensing fees for IRS-qualified nonprofit organizations that want to use the *Stop Family Violence* semipostal stamp image for products or uses not addressed by Postal Service licensees. Nonprofit organizations must submit their requests in writing to the following address:

US POSTAL SERVICE LICENSING GROUP
ATTN NONCOMMERCIAL LICENSING PROGRAM
475 L'ENFANT PLZ SW RM 10523
WASHINGTON DC 20260-3100

Written requests must reference the *Stop Family Violence* semipostal stamp and include the name of the nonprofit organization or association, complete address, contact name, telephone number, IRS federal tax exempt number, and a brief description of the proposed use. Upon approval, nonprofit organizations will receive a copy of the *Stop Family Violence* semipostal stamp image, along with further approval procedures and reproduction specifications.

Any use of the *Stop Family Violence* semipostal stamp image by for-profit entities will require application for a license. Applications are available through:

EQUITY MANAGEMENT INC
101 WEST BIG BEAVER RD STE 1105
TROY MI 48084-4169
Telephone: 248-680-9150

Frequently Asked Questions

How many Stop Family Violence semipostal stamps will be printed?

The Postal Service will print 125 million self-adhesive *Stop Family Violence* semipostal stamps.

How is this stamp different from postage stamps?

The *Stop Family Violence* stamp is a semipostal stamp. It is the third U.S. stamp in history to have its net proceeds above postage (and the Postal Service's reasonable costs) earmarked for a specified cause. The first semipostal stamp — *Breast Cancer Research* — was issued in 1998. The *Heroes of 2001* semipostal stamp was issued in 2002.

How much does the Stop Family Violence semipostal stamp cost?

The price of the *Stop Family Violence* semipostal stamp is 45 cents. It is valid for postage in the amount of the First-Class Mail® single-piece, first-ounce letter rate in effect at the time of purchase, which is currently 37 cents. The difference between the price of the stamp and the First-Class Mail postage rate (minus the Postal Service's reasonable costs) will be transferred to the Department of Health and Human Services (HHS).

Who receives the money?

Funds will be transferred to HHS for domestic violence programs.

Who designed the Stop Family Violence semipostal stamp?

For the stamp design, art director Carl T. Herrman selected artwork by a young girl, expressing the pain and sadness caused by domestic violence.

Has the Postal Service issued other stamps to promote social or health-related causes?

Yes. For six decades, the Postal Service has issued new stamps to help raise awareness of a variety of health and social issues including prostate cancer, organ and tissue donation, hospice care, drug abuse, AIDS, alcoholism, and environmental conservation. However, none of these were semipostal stamps.

Where will the stamp be available for sale?

Starting October 11, 2003, the *Stop Family Violence* semipostal stamp will be available at Post Offices, vending machines at Postal Service and non-Postal Service locations, by telephone (toll free at 800-STAMP-24), and online at the Postal Store Web site at www.usps.com/shop.

In what AIC should the sales of the Stop Family Violence semipostal stamp be recorded?

All sales of the *Stop Family Violence* semipostal stamp should be recorded in AIC 089.

Stop Family Violence Semipostal Stamp**Publicity Kit***When does sale of the stamp end?*

The stamp is scheduled to remain on sale no later than December 31, 2006.

Domestic Violence Statistics

- Approximately one-third of American women report being physically or sexually abused by a husband or boyfriend at some point in their lives. In 2001, more than 500,000 American women were victims of non-fatal violence committed by an intimate partner.
- On average, more than three women are murdered by their husbands or boyfriends in this country every day. In 2000, approximately 1,247 women in the United States were killed by an intimate partner.
- Pregnant women and new mothers are more likely to be victims of homicide than to die of any other cause. Evidence shows that a significant proportion of all female homicide victims are killed by their intimate partners.
- Studies suggest that between 3 and 10 million children witness some form of domestic violence annually. A 1998 study found that slightly more than half of female victims of intimate violence live in households with children under age 12.
- Children who witness domestic violence are more likely to exhibit behavioral and physical health problems including depression, anxiety, and violence toward peers. They are also more likely to attempt suicide, abuse drugs and alcohol, run away from home, engage in teenage prostitution, and commit sexual assault crimes.
- The U.S. Advisory Board on Child Abuse suggests that domestic violence may be the single major precursor to child abuse and neglect fatalities in this country.
- In a national survey of more than 6,000 American families, 50 percent of the men who frequently assaulted their wives also frequently abused their children.

Source: *Family Violence Prevention Fund*

Service Talk

As the overseer of our nation's commemorative stamp program, the Postal Service has a long history of promoting awareness about a multitude of social causes that affect people throughout the U.S. and around the world.

On July 29, 1998, we issued our nation's first semipostal stamp, *Breast Cancer Research*, which, to date, has raised more than \$33 million for research. It is scheduled to be sold through December 31, 2003.

The *Heroes of 2001* stamp was issued June 7, 2002. Sales of that semipostal have raised more than \$8 million for families of emergency relief personnel killed or permanently disabled in connection with the terrorist attacks of September 11, 2001.

Now, on October 11, we will issue the *Stop Family Violence* semipostal stamp to raise funds for domestic violence programs. Sales will start that day. We recommend that you bring these stamps to your customers' attention and ask them to consider purchasing the *Stop Family Violence* semipostal stamp to use on their mailings.

To review, here's how sales must be handled:

- The Postal Service must track the exact number of stamps sold. At POS ONE sites, sales of the *Stop Family Violence* semipostal stamp will be tracked by scanning the bar code to ensure that sales are recorded in AIC 089. IRT sites will use the MISC AIC key to record every sale of this stamp in AIC 089. The *Heroes of 2001* and *Breast Cancer Research* stamps will continue to be reported in their respective AIC numbers.
- All three of the semipostal stamps are valid for postage equal to the First-Class Mail® first-ounce letter rate in effect at the time of purchase. Customers may have to be reminded that the stamp is good for 37 cents postage (rather than 45 cents). The difference consists of a tax-deductible contribution.
- Every Post Office must have *Stop Family Violence* semipostal stamps available for sale. Each person responsible for ordering and maintaining stamp stock must make certain his or her office has adequate supplies of these stamps.
- If your customers indicate they want this stamp but do not want to pay the purchase price (45 cents), please remind them that the law requires the Postal Service to collect the extra amount above postage. Use of semipostal stamps is voluntary. Offer your customer an alternative stamp to purchase if they elect not to make a contribution.

Publicity Kit**Stop Family Violence Semipostal Stamp**

- Advise customers interested in donating without buying the stamp that they can do so through local or national charitable organizations.
- Give customers a receipt. For retail offices that cannot provide the customer with a POS ONE or IRT receipt, use PS Form 1096, *Receipt* (see page 18).
- This self-adhesive stamp can be sold individually over the counter. Each pane has been specifically die-cut for that purpose.
- Effective October 11, 2003, the *Stop Family Violence* semipostal stamp vending packet (Item 367500) will be released for sale, priced at \$4.50, and sold from vend D3 (50 vends) in all multi-commodity machines in service, specifically the PCM-1625A and PCM-1625B. This stamp will remain on sale through December 31, 2006. Product identifiers have been created and can be downloaded from the self-service Web site at <http://retail.usps.gov/html/programs/selfservice.html>. Each packet contains 10 *Stop Family Violence* semipostal stamps, one PS Form 1096, *Receipt*, and one sheet of instructions for completing PS Form 1096.

Thank you for your help in promoting the *Stop Family Violence* semipostal stamp with our customers.



self-adhesive

Semipostal Fundraising Stamp

Purchase stamps online at www.usps.com/shop
or also available in Postal stamp vending machines.

DID YOU KNOW

a portion of the purchase price for a semipostal stamp is tax deductible? Details are inside.

The difference between the purchase price of this product and the First-Class first-ounce rate at the time of purchase is tax-deductible.

Use this form at our time.

UNITED STATES POSTAL SERVICE		Receipt
Amount (Written Out)	Amount (In Numbers)	
	/100 Dollars \$	
Purpose		
Is any Portion of this Sale a Charitable Tax Deduction?		
<input type="checkbox"/> Yes <input type="checkbox"/> No		
If "Yes," the fair market value of the postage portion of the foregoing stamps equals the First-Class postage rate.		
By (Signature and Title)		Date
PS Form 1096, April 1998		

Figuring the tax-deductible portion of this purchase is easy.

- Total amount of semipostal stamp purchase (e.g., 20 stamps @ \$ purchase price)
- Total First-Class rate at the time of purchase multiplied by the number of stamps purchased (e.g., 20 stamps x \$ First-Class rate). This is the "fair market value" of the stamps.
- Total purchase amount (A) minus "fair market value" (B) = Tax Deductible

UNITED STATES POSTAL SERVICE		Receipt
Amount (Written Out)	Amount (In Numbers)	
	/100 Dollars \$	
Purpose		
Is any Portion of this Sale a Charitable Tax Deduction?		
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If "Yes," the fair market value of the postage portion of the foregoing stamps equals the First-Class postage rate.		
By (Signature and Title)		Date
John D. Public		March 22, 2002
PS Form 1096, April 1998		

The fair market value of the postage portion of a semipostal stamp is the First-Class first-ounce rate at the time of purchase.

Retail Information — Postal Store

The *Stop Family Violence* semipostal stamp will be packaged for Postal Stores on a "semipostal backer card." A receipt form will be printed directly on the backer card with instructions on how to correctly compute the tax-deductible portion of this purchase. An automatic distribution of the *Stop Family Violence* semipostal stamp will be made to the postal stores as well as to the stamp distribution offices (SDOs). This semipostal stamp will be available by the SDOs and the Albuquerque Postal Stores for reorder from Minnesota Diversified Industries (MDI). Distribution of this semipostal stamp will not be made to SDOs until the first day of issue date is announced.

Taxpayers who purchase a *Stop Family Violence* semipostal stamp from the Postal Service are entitled to treat, as a charitable contribution, the difference between the price of the *Stop Family Violence* semipostal stamp and the price of regular First-Class Mail® postage in effect at the time of purchase. All sales of the *Stop Family Violence* semipostal stamp must be tracked under AIC 089.

Cash Receipts: Postage and Fees Refunds for Semipostal Stamps

Customers may exchange or convert semipostal stamps for their postage value (i.e., the price of the stamps less the contribution amount) to the extent that exchange or conversion of postage stamps is permitted under *Domestic Mail Manual* P014, Refunds and Exchanges. The postage the customer exchanges or converts is equal to the First-Class Mail single-piece rate in effect at the time of exchange. However, if the customer provides a receipt showing the date of purchase, the postage exchanged or converted is equal to the First-Class Mail single-piece rate in effect at the time of purchase. The contribution amount is not refundable and is not included in the exchange or conversion value.

Recording Sales at POS ONE and IRT Sites

At POS ONE sites, sales of the *Stop Family Violence* semipostal stamp should be tracked by scanning the bar code to ensure that sales are properly recorded in AIC 089. IRT sites should use the MISC AIC key to record every sale of this stamp in AIC 089.

Vending Packets

Effective October 11, 2003, the *Stop Family Violence* semipostal stamp vending packet (Item 367500) will be priced at \$4.50 and sold from vend D3 (50 vends) in all multi-commodity machines in service, specifically the PCM-1625A and PCM-1625B. Product identifiers have been created and can be downloaded from the self-service Web site at <http://retail.usps.gov/html/programs/selfservice.html>. Each packet will contain 10 *Stop Family Violence* semipostal stamps, one PS Form 1096, *Receipt*, and one sheet of instructions for completing PS Form 1096.

Letter From Department of Treasury

A letter from the Internal Revenue Service explains that the difference between the price of the *Stop Family Violence* semipostal stamp and the price of regular First-Class Mail postage will be treated as a charitable contribution (see letter on page 20).



OFFICE OF
CHIEF COUNSEL

DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
WASHINGTON, D.C. 20224

DEC 21 2001

David Failor
Acting Manager, Stamp Services
United States Postal Service
475 L'Enfant Plaza, SW, Room 5670
Washington, DC 20260-2435

Dear Mr. Failor:

Commissioner Rossotti has asked me to respond to your inquiry regarding the deductibility of amounts paid for postage stamps issued pursuant to the 9/11 Heroes Stamp Act of 2001, Pub. L. No. 107-67, § 652, 111 Stat. 514 (2001).

In order to afford the public a direct and tangible way to provide assistance to the families of emergency relief personnel killed or permanently disabled in the line of duty in connection with the terrorist attacks against the United States on September 11, 2001, the 9/11 Heroes Stamp Act directs the United States Postal Service to issue special first-class postage stamps (Heroes stamps), to be sold for an amount at least 15 percent greater than the regular rate of first-class postage. The excess is to be transferred to the Federal Emergency Management Agency (FEMA).

When a taxpayer, with the intention of making a gift, purchases an item of value from a qualified charity, the excess of the payment over the value received is a charitable contribution. Accordingly, taxpayers who purchase a Heroes stamp from the United States Postal Service are entitled to treat as a charitable contribution the difference between the price of the Heroes stamp, and the price of regular first-class postage.

If you have any further questions, please contact Sean Dwyer at (202) 622-5020.

Sincerely,

A handwritten signature in cursive script that reads "Kimberly L. Koch".

KIMBERLY L. KOCH
Acting Chief, Branch 1
Associate Chief Counsel
(Income Tax & Accounting)

Advertising Plan

During the holiday drive period (October 18–December 26, 2003) and the new year drive period (December 27, 2003–March 31, 2004), the *Stop Family Violence* semipostal stamp will be featured on an 8 1/2 inch x 11 inch in-store messaging counter card. The counter card (titled “Fundraising Stamps”) will also include images of the *Breast Cancer Research* and *Heroes of 2001* semipostal stamps. For future drive periods, the *Stop Family Violence* semipostal stamp will continue to be featured on an in-store messaging component along with the other semipostal stamps currently offered for sale.

Suggested Public Relations Timeline

Note: If you have questions or need assistance with any of these items, please contact your area’s Public Affairs and Communications (PAC) manager (see page 25).

Action	Suggested Timing
Send invitations to local and area dignitaries, send announcements and invitations to employees and distribute news release.	A few weeks before the event.
Distribute media advisory to all news media.	1 week before the event.
Remind invited dignitaries about event via telephone.	5 days before the event.
Redistribute media advisory to all news media.	1 to 2 days before the event.
Make follow-up calls to local news media.	1 day before the event.
Distribute day-of-issuance news release.	Day of the event.
Send newspaper clips to area Public Affairs and Communications manager.	Within 1 week after the event.

*Stop Family Violence Semipostal Stamp**Publicity Kit***POSTAL NEWS**

FOR IMMEDIATE RELEASE
[INSERT DATE]

Contact: [INSERT YOUR NAME]
[INSERT YOUR PHONE NUMBER]
Internet: www.usps.com

MEDIA ADVISORY/PHOTO OPPORTUNITY**[INSERT CITY NAME] Post Office Joins Fight Against Domestic Violence With New Fundraising Stamp**

WHAT: The U.S. Postal Service® is inviting everyone in the community to join the fight against domestic violence at a ceremonial unveiling of the *Stop Family Violence* semipostal stamp. A portion of the proceeds from sales of this semipostal stamp will provide assistance to domestic violence programs. **[INSERT BRIEF DESCRIPTION OF ANY ADDITIONAL EVENT ACTIVITIES]**

WHO: **[INSERT LIST OF NOTABLE EVENT PARTICIPANTS, PERFORMERS, ETC.]**

WHEN: **[INSERT HOUR, DAY, AND DATE]**

WHERE: **[LIST EXACT LOCATION OF EVENT]**

DETAILS: The 45-cent *Stop Family Violence* semipostal stamp is the third semipostal in U.S. history. This new stamp was issued on October 11, 2003. Funds raised from sale of the stamp (less First-Class Mail® postage and the Postal Service's™ reasonable costs) will be transferred to the U.S. Department of Health and Human Services for domestic violence programs.

CONTACTS: **[INSERT NAME(S) AND PHONE NUMBER(S) OF LOCAL MEDIA SPOKESPERSON(S)]**

#

Publicity Kit

Stop Family Violence Semipostal Stamp

**POSTAL NEWS**

FOR IMMEDIATE RELEASE
[INSERT DATE]

Contact: [INSERT YOUR NAME]
[INSERT YOUR PHONE NUMBER]
Internet: www.usps.com

NEWS RELEASE

[INSERT CITY NAME] Post Office Invites Community to Join Fight Against Domestic Violence — Postal Service Issues *Stop Family Violence* Semipostal Stamp

[INSERT NAME OF CITY AND STATE] — The **[INSERT CITY NAME]** Post Office™ has joined a nationwide effort to fight domestic violence through sales of a new stamp.

The *Stop Family Violence* semipostal stamp is the third semipostal in U.S. history. As a semipostal, the difference between the sales price of the stamp (45 cents) and the underlying postage in effect at the time of purchase (less the Postal Service's™ reasonable costs) consists of a charitable contribution.

"The Postal Service is pleased to announce the availability of the *Stop Family Violence* semipostal stamp," said Postmaster **[INSERT FIRST AND LAST NAME]**. "The Postal Service has a proud tradition of issuing stamps to help raise awareness of social issues. The *Stop Family Violence* semipostal stamp takes this wonderful tradition a step further by providing funds for a worthy cause. We encourage everyone to purchase and use the *Stop Family Violence* semipostal stamp on their cards and letters."

[INSERT ONE PARAGRAPH DESCRIBING THE STAMP EVENT THAT TOOK OR WILL TAKE PLACE AT YOUR LOCAL POST OFFICE OR OTHER LOCATION]

The 45-cent, self-adhesive *Stop Family Violence* semipostal stamp is valid for postage at the First-Class Mail® first-ounce letter rate in effect at the time of purchase (currently 37 cents), with the differential (currently 8 cents, less the Postal Service's reasonable costs) going to the U.S. Department of Health and Human Services for domestic violence programs. The differential consists of a tax-deductible contribution.

For the stamp design, art director Carl T. Herrman of Carlsbad, Calif., selected artwork by a young girl, expressing the pain and sadness caused by domestic violence. To see the stamp, go to the Collector's Corner of the Postal Store at www.usps.com/shop.

The first U.S. semipostal stamp was *Breast Cancer Research*, issued in 1998. To date, more than \$30 million has been raised for breast cancer research. *Heroes of 2001* was issued June 7, 2002, and it has raised more than \$8 million for the families of relief personnel killed or permanently disabled during the terrorist attacks on Sept. 11, 2001.

These semipostal stamps are available for purchase at Post Offices across the country, by toll-free telephone orders at 800-STAMP-24 and by online orders at the Postal Store at www.usps.com/shop.

Since 1775, the U.S. Postal Service has connected friends, families, neighbors and businesses by mail. It is an independent federal agency that visits 140 million homes and businesses every day and is the only service provider to deliver to every address in the nation. The Postal Service receives no taxpayer dollars for routine operations, but derives its operating revenues solely from the sale of postage, products and services. With annual revenues of more than \$66 billion, it is the world's leading provider of mail and delivery services, offering some of the most affordable postage rates in the world. The Postal Service delivers more than 43 percent of the world's mail volume — some 203 billion letters, advertisements, periodicals and packages a year — and serves seven million customers each day at its 38,000 retail locations nationwide.

#

Publicity Kit
Stop Family Violence Semipostal Stamp
Area Public Affairs and Communications Managers

For publicity assistance, contact the Public Affairs and Communications manager serving your area.

EARL C ARTIS JR
MGR PUBLIC AFFAIRS AND COMMUNICATIONS
USPS SOUTHEAST AREA
4000 DEKALB TECHNOLOGY PKY
ATLANTA GA 30340-2799
770-454-0618

CESTA AYERS JR
A/MGR PUBLIC AFFAIRS AND COMMUNICATIONS
USPS SOUTHWEST AREA
7800 N STEMMONS FWY STE 450
DALLAS TX 75247-4220
214-819-8717

SCOTT BUDNY
MGR PUBLIC AFFAIRS AND COMMUNICATIONS
SOUTHWEST AREA
1745 STOUT ST STE 1075
DENVER CO 80299-7500
303-313-5130

DEBRA HAWKINS
MGR PUBLIC AFFAIRS AND COMMUNICATIONS
USPS NORTHEAST AREA
6 GRIFFIN RD N
WINDSOR CT 06006-9876
860-285-7265

DAVID MAZER
MGR PUBLIC AFFAIRS AND COMMUNICATIONS
USPS PACIFIC AREA
7001 S CENTRAL AVE RM 364A
LOS ANGELES CA 90052-9641
323-586-1210

JIM MRUK
MGR PUBLIC AFFAIRS AND COMMUNICATIONS
USPS GREAT LAKES AREA
244 KNOLLWOOD DR FL 4
BLOOMINGDALE IL 60117-2208
630-539-6565

PAUL F SMITH
MGR PUBLIC AFFAIRS AND COMMUNICATIONS
USPS EASTERN AREA
PO BOX 40593
PHILADELPHIA PA 19197-0593
215-931-5054

DIANE TODD
MGR PUBLIC AFFAIRS AND COMMUNICATIONS
USPS NEW YORK METRO AREA
421 EIGHTH AVE RM 5114
NEW YORK NY 10199-9681
212-330-3167

Government Relations Contacts

We can help! Your Government Relations representatives are here to serve you. We can assist you in contacting and inviting elected officials to participate in your event.

Alphabetical State/Representative Listing

State	Contact	Telephone Number
Alabama	Laurie Solnik	202-268-3743
Alaska	Talaya Simpson	202-268-3750
American Samoa	Talaya Simpson	202-268-3750
Arizona	Gerald Kreienkamp	202-268-3744
Arkansas	Renee Gadson	202-268-7217
California	Bill Weagley	202-268-3745
Connecticut	Jo Waterman	202-268-6748
Colorado	Gerald Kreienkamp	202-268-3744
Delaware	Jo Waterman	202-268-6748
District of Columbia	Rebecca Sumner	202-268-3755
Florida	Laurie Solnik	202-268-3743
Georgia	Bill Weagley	202-268-3745
Guam	Talaya Simpson	202-268-3750
Hawaii	Talaya Simpson	202-268-3750
Idaho	Talaya Simpson	202-268-3750
Illinois	Jennifer Alvarez	202-268-7839
Indiana	Linda Macasa	202-268-7505
Iowa	Linda Macasa	202-268-7505
Kansas	Gerald Kreienkamp	202-268-3744
Kentucky	Paul Harrington	202-268-6029
Louisiana	Gerald Kreienkamp	202-268-3744
Maine	Katherine Sitterle	202-268-6027
Maryland	Rebecca Sumner	202-268-3755
Massachusetts	Jo Waterman	202-268-6748
Michigan	Jennifer Alvarez	202-268-7839
Minnesota	Linda Macasa	202-268-7505
Mississippi	Laurie Solnik	202-268-3743
Missouri	Linda Macasa	202-268-7505
Montana	Talaya Simpson	202-268-3750
Nebraska	Gerald Kreienkamp	202-268-3744
Nevada	Talaya Simpson	202-268-3750
New Hampshire	Jo Waterman	202-268-6748
New Jersey	Jo Waterman	202-268-6748
New Mexico	Gerald Kreienkamp	202-268-3744
New York	Katherine Sitterle	202-268-6027
North Carolina	Bill Weagley	202-268-3745
North Dakota	Linda Macasa	202-268-7505
Ohio	Paul Harrington	202-268-6029
Oklahoma	Renee Gadson	202-268-7217
Oregon	Talaya Simpson	202-268-3750
Pennsylvania	Rebecca Sumner	202-268-3755
Puerto Rico	Katherine Sitterle	202-268-6027
Rhode Island	Jo Waterman	202-268-6748
South Carolina	Talaya Simpson	202-268-3750
South Dakota	Linda Macasa	202-268-7505
Tennessee	Talaya Simpson	202-268-3750

Stop Family Violence Semipostal Stamp**Publicity Kit**

State	Contact	Telephone Number
Texas	Renee Gadson	202-268-7217
Utah	Gerald Kreienkamp	202-268-3744
Vermont	Katherine Sitterle	202-268-6027
Virgin Islands	Katherine Sitterle	202-268-6027
Virginia	Paul Harrington	202-268-6029
Washington	Talaya Simpson	202-268-3750
West Virginia	Paul Harrington	202-268-6029
Wisconsin	Jennifer Alvarez	202-268-7839
Wyoming	Gerald Kreienkamp	202-268-3744

— Community Relations,
Public Affairs and Communications, 9-18-03

PUBLICITY KIT

National Stamp Collecting Month

Postal Service employees can find an electronic version of the National Stamp Collecting Month publicity kit on the Intranet at <http://blue.usps.gov>; click on *Postmaster's Tool-kits*. That electronic version makes it easy to complete the fill-in-the-blank materials included in the kit.

October is National Stamp Collecting Month (NSCM) — slithering to a Post Office™ near you!

Overview

In October, the Postal Service™ is bringing new life to some of the “creepiest,” “crawl-iest,” and now “stickiest” reptiles and amphibians found in the United States. It is all part of NSCM, the Postal Service's national campaign designed to give the world's most popular hobby a boost by attracting people of all ages to the educational and interesting world of stamp collecting. The 37-cent, self-adhesive *Reptiles and Amphibians* commemorative stamps are this year's featured stamps.

The official first day of issue ceremony for the stamps will take place October 7 at the San Diego Zoo in San Diego, California. The stamps will go on sale nationwide October 8.

The *Reptiles and Amphibians* stamps are expected to be very appealing to youngsters because previous stamps illustrated on computer by Steve Buchanan — the *Insects and Spiders* and *Carnivorous Plants* stamps — were some of the most popular stamps issued in recent years.

Publicity and Events

Local newspapers, radio stations, and television stations are more likely to cover NSCM events and promotions when children play an active role and when there are highly visual and compelling activities taking place. Increased media coverage should interest more people in stamp collecting and can generate more sales of commemorative stamps. Here are ways you can capture a reporter's attention:

- Celebrate NSCM with employees and their families, stamp collecting club members, school children, and congressional, civic, and community leaders. Develop an attractive exhibit and establish a different stamp theme for each week in October. In addition to the *Reptiles and Amphibians* stamps, focus on current stamps and the wide variety of subjects they represent. Consider asking customers to share portions of their stamp collections in your exhibit.
- Encourage the media to take advantage of photo opportunities on the opening day of the exhibit. To accompany the article about NSCM, the media can take pictures of employees and community members setting up the exhibit.
- Stage a local dedication ceremony for the *Reptiles and Amphibians* stamps, and ask local schools, youth organizations, and congressional, civic, and community leaders to participate in your ceremony.
- Replicate the national first day of issue ceremony by having your event at the nearest zoo, animal refuge, or similar attraction. Invite zoo officials and other experts to give brief lectures and wildlife demonstrations.
- Encourage schools to establish a “pen pal” program with children in similar-sized towns in other nations to exchange greetings and stamps around the globe.
- Advertise NSCM in your community. Give presentations and workshops to local elementary schools, library reading clubs, and community organizations. Reach out to customers representing the diversity of cultures in your community. Partner with local philatelic organizations that may sponsor local stamp collecting fairs or exhibits. Offer to speak at events, conduct workshops, or organize volunteers from among your staff to help.
- Encourage local elementary school groups or youth groups to tour your Post Office for a behind-the-scenes view of how stamps are canceled and how mail is sorted and delivered to national and international destinations.
- Help local after-school programs set up stamp collecting clubs. Ask a local stamp collector to set up a display of stamp collecting tools and philatelic materials, such as tongs, magnifier, perforation gauge, albums, first day covers, and so forth. Go online to the American Philatelic Society's Web site at www.stamps.org to find local chapters and affiliates that might be willing to help.
- Begin a “Start Collecting Stamps” box. Set up a large box or fishbowl in which customers can put used stamps. Make a sign inviting anyone who wants to become a collector to take a stamp from the box.

- Set up a "Stamp Swap" bulletin board where stamp collectors can post their wish lists, trade collecting information, and announce club meetings.

Implement any of these ideas, combine them, or brainstorm with your employees to come up with your own ideas. Please publicize each event to your local newspaper and to radio and television stations using press releases, media advisories, and letters to the media contained in this publicity kit. Don't forget to make follow-up telephone calls.

Stamp Education

The 2003 NSCM poster has been created for classrooms that has reverse-panels to be photocopied that engage students in creating their own "Creepy Things" stamp album to promote stamp collecting. This poster will be distributed to more than 240,000 classrooms, local libraries, and youth organizations across the country. In addition, there are lesson plans for teachers online that focus on this stamp issue. These lesson plans can be found at www.usps.com/communications/community/nscm.htm and can be downloaded for printing. Post Offices will also receive a copy of this poster for their information should they receive inquiries. Supplies were limited and additional copies are not available.

Stamp Product(s)

A philatelic product was produced for this year's campaign. It is the *Reptiles and Amphibians* print, Item 454967. This print is an 11 x 14 inch metallic print with a strip of five *Reptiles and Amphibians* stamps affixed. The print, which sells for \$12.95, will be available for sale October 7, via 800-STAMP-24, or online at www.usps.com/shop, and in POS-equipped Postal Stores.

In addition, custom framed art prints of original stamp art for these and many other colorful and educational stamps are already available at www.postalartgallery.com, the U.S. Postal Service® online art gallery.

Stamp Artwork

To purchase stamp artwork for the *Reptiles and Amphibians* commemorative stamps, including color prints and enlargements (a.k.a. "blow ups" and posters), contact:

DODGE COLOR INC
4827 RUGBY AVE
BETHESDA MD 20814-3040
Contact Name: Jennifer Kennedy
Phone: 301-656-0025 ext. 212

Please plan ahead to allow enough time for production and shipping.

Pictorial Cancellation

You may order this year's National Stamp Collecting Month die hub through Hanley Postal Supply Co., Inc. Fax orders for die hubs — including VISA or purchase order information — to 814-898-2825. For more information, contact Diane Wiler at 814-898-2720. The die hubs should be put into service starting October 1 and should be removed from service by November 1.

Speech Segment

[For use at local ceremonies and events to support National Stamp Collecting Month.]

Thank you and welcome.

[THIS MONTH/TODAY] we celebrate the hobby of stamp collecting — the most popular hobby in the world.

Through the decades, stamp collecting has become an American passion and a favorite pastime for all ages.

This year, the Postal Service's theme for National Stamp Collecting Month is *Slithering to a Post Office Near You!* — in honor of the five *Reptiles and Amphibians* stamps we're presenting today.

During this special month, we focus on all of our stamp collectors — those who have been collecting for years and those who are new to the hobby. We would also like to encourage children to become involved in this fascinating pastime.

Stamp collecting opens the door to an exciting world of history, geography, the arts, technology, and sports. Stamps can introduce us to heads of state and soldiers who changed the course of history. Or they can spotlight wildlife that thrive on land or in the sea.

Perhaps one of the best things about stamp collecting is that it's an affordable hobby that will last a lifetime.

There is a story behind every commemorative stamp — stories that can take us to exotic places or allow us to meet famous people.

Learning about our history and our forefathers through stamps can help us learn more about our nation and our world. Stamps can also take us back in time and help us relive moments in the past — moments that we cherish.

For more than 200 years the Postal Service has been a shining example of a public service institution that the American people have come to rely on and trust.

But in many ways, it's the U.S. commemorative stamp program — your commemorative stamp program — that best connects the Postal Service with the American people.

Since the first commemorative was issued more than 100 years ago, stamps have marked the historic milestones, the fundamental principles, and the extraordinary achievements that have made our nation what it is today.

This month, children of all ages will be participating in National Stamp Collecting Month activities around the country. This year's National Stamp Collecting Month will be the 22nd annual event since its inception in 1981.

I want to thank the out-of-town collectors for being here with us today. Many travel thousands of miles to participate in these celebrations, so we thank you for your enthusiastic support of the stamp program. And I'd also like to recognize our local friends and neighbors who may be considering starting this wonderful hobby. Stamp collecting can begin at any age. For the young or the young at heart, it's a hobby that delivers satisfaction for years to come.

Thanks to all of you for joining us here today.

Suggested Public Relations Timeline

(Note: If you have questions or need assistance with any of these items, please contact your area's Public Affairs and Communications representative.)

Action:	Suggested Timing:
1. Send invitations to local and area dignitaries.	A few weeks before event.
2. Send announcement and invitations to employees.	A few weeks before event.
3. Distribute calendar/weekend advisory to newspapers.	A few weeks before event.
4. Distribute public service announcement to radio/TV.	A few weeks before event.
5. Distribute news release.	A few weeks before event.
6. Distribute media advisory to all news media.	1 week before event.
7. Remind invited dignitaries about event via telephone.	5 days before event.
8. Redistribute media advisory to all news media.	1 to 2 days before event.
9. Make follow-up calls to local news media.	1 day before event.
10. Distribute day of issuance news release.	Day of event.
11. Send letter to newspaper editor thanking community.	Day after event's completion.
12. Send newspaper clippings to Area Public Affairs and Communications manager.	Within 1 week after event.

Area Public Affairs and Communications Managers

For publicity assistance, contact the Public Affairs and Communications manager serving your Area. See the list on page 25.

LETTER TO LOCAL EDITOR**[INSERT DATE]****[INSERT YOUR NAME, TITLE]****[INSERT NAME OF PUBLICATION]****[INSERT STREET ADDRESS]****[INSERT CITY, STATE, ZIP+4]**Dear **[MR./MS.] [INSERT NAME]:**

Stamp collecting has long been one of the most popular hobbies in the world. At a time when so many parents are seeking activities to share with their children, many of us overlook one of the most popular and educational hobbies — stamp collecting. Collecting stamps is an interactive hobby that parents and children can work on as a team. Stamp collecting is also an activity that can be passed along to future generations.

To celebrate National Stamp Collecting Month in October, the **[INSERT CITY]** Post Office will be dedicating five new commemorative stamps featuring reptiles and amphibians that will be slithering their way into Post Offices in **[INSERT CITY]** starting Oct. 8. Throughout the month, the Postal Service will be encouraging people of all ages in **[INSERT CITY]** to start or add to their stamp collections. We will be sponsoring community events including **[LIST ACTIVITIES, STARTING TIMES, LOCATIONS, PARTICIPANTS, AND PHOTO OPPORTUNITIES]**.

Stamp collecting is a fun, educational, and inexpensive way for children to learn about the historic people, places, and events printed on stamps each year. Through stamp collecting, children can glimpse some of the highlights in American and world history.

We encourage everyone in **[INSERT CITY]** to join us for a fun-filled October while we celebrate National Stamp Collecting Month, and we look forward to continuing to serve our wonderful community by providing top quality service.

Sincerely,

[SIGN]**[INSERT POSTMASTER'S NAME]**

Postmaster

U.S. Postal Service

[INSERT CITY, STATE, ZIP+4]

Publicity Kit

National Stamp Collecting Month

**POSTAL NEWS**

FOR IMMEDIATE RELEASE
[INSERT DATE]

Contact: [INSERT YOUR NAME]
[INSERT YOUR PHONE NUMBER]
Internet: www.usps.com

PUBLIC SERVICE ANNOUNCEMENT

**Five New Commemorative Stamps Will Be Slithering Their Way to Post Offices in
[INSERT CITY] Starting Oct. 8**

[INSERT CITY] postmaster [INSERT NAME] invites everyone to [INSERT LOCATION] to celebrate National Stamp Collecting Month and to attend a special dedication ceremony for the new *Reptiles and Amphibians* stamps.

The ceremony will take place on [INSERT DATE] from [INSERT TIME] to [INSERT TIME]. On that day children and adults will have an opportunity to discover how stamp collecting can be a fun and exciting hobby. Activities include [DESCRIBE EVENT ACTIVITIES].

Come take a moment to discover the wonderful world of stamp collecting. It is a fun and educational way to learn about the historic people, places, and events printed on U.S. postage stamps each year.

#

National Stamp Collecting Month

Publicity Kit



POSTAL NEWS

FOR IMMEDIATE RELEASE
[INSERT DATE]

Contact: [INSERT YOUR NAME]
[INSERT YOUR PHONE NUMBER]
Internet: www.usps.com

NEWS RELEASE

[INSERT CITY] Celebrates National Stamp Collecting Month With Special Stamp Dedication Event — *Reptiles and Amphibians* Slithering to a Post Office Near You!

[INSERT CITY] postmaster [INSERT NAME] invites everyone to [INSERT LOCATION] to celebrate National Stamp Collecting Month and to attend a special dedication ceremony for the new *Reptiles and Amphibians* stamps.

[INSERT YOUR CITY, STATE] — Children and adults have an opportunity to join other stamp collectors across the country in a salute to the world's most popular hobby when the U.S. Postal Service celebrates National Stamp Collecting Month with the issuance of the *Reptiles and Amphibians* commemorative stamps on Oct. 7.

The nationwide celebration comes to [INSERT CITY] with a special ceremony scheduled for [INSERT EXACT TIME OF EVENT] on [INSERT DATE] at the [INSERT NAME OF POST OFFICE, LIBRARY, OR SCHOOL WHERE EVENT IS HELD].

[INSERT EVENT AGENDA]

"Stamps are fascinating for adults as well as children. They offer a lifelong educational experience and an opportunity for friends and family to share in a relaxing leisure-time activity," said Postmaster [INSERT FIRST AND LAST NAME]. "Stamp collecting can truly be your passport to the world."

[INSERT QUOTE FROM VIP PARTICIPANT]

Sparked by growing interest in recent popular stamp issues like *Insects and Spiders*, *Carnivorous Plants*, *Teddy Bears*, and *American Bats*, the 8–12 age group has become the largest participating group in National Stamp Collecting Month and is considered one of the fastest growing segments of stamp collectors in the United States.

How to Become a Stamp Collector

1. Get some stamps! Any Post Office has new stamps. Most Post Offices will have some of the latest stamps issued like *American Filmmaking: Behind the Scenes*, *Audrey Hepburn*, *Southeastern Lighthouses*, *Cesar E. Chavez*, and *Early Football Heroes*. There are also the *First Flight*, *Arctic Tundra*, and the *Black Heritage* series highlighting *Thurgood Marshall*. It's also easy to order stamps from the U.S. Postal Service Web site at www.usps.com/shop, or call toll-free 800 STAMP-24 (that's 800-782-6724).

Other ways to get stamps is to trade with friends, ask family members or neighbors for stamps from old letters or postcards, visit a stamp dealer, or check stamp collecting sites on the Internet. There are also stamp shows where people come from all over the country to add to their collections.

2. Organize your collection. Stamp collections often communicate the unique personality of the collector. Some collectors choose stamps from all over the world or from just one country. Others pick specific topics, like animals, sports, or history.
3. Protect and display your collection. Every collector has a special way of protecting stamps. For individual stamps or stamp panes, consider a stamp album or three-ring binder. Don't tape or glue stamps. Instead, slip them into specially designed plastic pages with pockets. Or if the album has paper pages, use hinges or mounts.

Since 1775, the U.S. Postal Service has connected friends, families, neighbors and businesses by mail. It is an independent federal agency that visits 140 million homes and businesses every day and is the only service provider to deliver to every address in the nation. The Postal Service receives no taxpayer dollars for routine operations, but derives its operating revenues solely from the sale of postage, products and services. With annual revenues of more than \$66 billion, it is the world's leading provider of mail and delivery services, offering some of the most affordable postage rates in the world. The Postal Service delivers more than 43 percent of the world's mail volume — some 203 billion letters, advertisements, periodicals and packages a year — and serves seven million customers each day at its 38,000 retail locations nationwide.

#

National Stamp Collecting Month

Publicity Kit



POSTAL NEWS

FOR IMMEDIATE RELEASE
[INSERT DATE]

Contact: [INSERT YOUR NAME]
[INSERT YOUR PHONE NUMBER]
Internet: www.usps.com

NEWS RELEASE

Stamp Dedication Ceremony Kicks off National Stamp Collecting Month — *Reptiles and Amphibians* slithering to a Post Office near you!

EVENT: Unveiling of *Reptiles and Amphibians* commemorative postage stamps and celebration of October as National Stamp Collecting Month. **[CHANGE OR ADD TO THIS INFO IF YOUR EVENT IS DIFFERENT, BUT KEEP IT SHORT]**

WHO: **[LIST ONLY DIGNITARIES, KEY POSTAL SERVICE OFFICIALS, AND ANY WELL-KNOWN SPECIAL GUESTS PARTICIPATING AND/OR ATTENDING EVENT]**

WHAT: **[DESCRIBE WHAT MAKES EVENT NEWSWORTHY — LIST ANY ENTERTAINMENT, REFRESHMENTS, SALES, ETC.]**

WHEN: **[INSERT HOUR, DAY, AND DATE]**

WHERE: **[INSERT EXACT LOCATION OF EVENT]**

BACKGROUND: This year is the 21st anniversary of National Stamp Collecting Month. The theme for 2003 is "Slithering to a Post Office Near You!" — in honor of the new *Reptiles and Amphibians* stamps going on sale Oct. 8 nationwide.

CONTACT: **[LIST LOCAL MEDIA SPOKESPERSON'S NAME AND PHONE NUMBER]**

###

Day after the event:

LETTER TO LOCAL NEWSPAPER EDITOR THANKING RESIDENTS FOR SUPPORT

[INSERT DATE]

**[INSERT YOUR NAME,]
[EDITOR OR OTHER TITLE]
[EDITOR OR OTHER TITLE]
[INSERT NAME OF NEWSPAPER]
[INSERT CITY, STATE, ZIP+4]**

Dear **[MR./MS.] [INSERT NAME]:**

On behalf of the United States Postal Service®, I want to thank the citizens of **[INSERT CITY NAME]** for their enthusiasm and support in making yesterday's National Stamp Collecting Month celebration such a successful event for our community and for the Postal Service™.

Our nation's commemorative stamp program has been developed over the past 100 years largely through the participation of the American people. Their stamp ideas and suggestions are instrumental in helping the Postal Service honor some of the greatest achievements and achievers that have made our country great.

We believe that stamp collecting is a fun, educational, and inexpensive way for children and adults to learn about the historic people, places, and events printed on stamps each year. Through stamp collecting, you can glimpse some highlights in American and world history.

Again, thanks to everyone in our community who participated in our National Stamp Collecting Month celebration.

Sincerely,

[SIGN]

[INSERT POSTMASTER'S NAME]
Postmaster
U.S. Postal Service
[INSERT CITY, STATE, ZIP+4]

Participation of Public Officials

National Stamp Collecting Month events are a perfect opportunity to involve elected public officials in an important and positive local event. They are likely to have a keen interest in the event, as it provides elected representatives a chance to interact with constituents in a friendly, civic setting with secured media coverage.

You are encouraged to reach out directly to your federal, state, and local elected officials. *Government Relations representatives from the Postal Service are available to assist you.*

Following are simple guidelines, sample letters, a suggested invitation list, and the names and telephone numbers of your Government Relations contacts.

Before the Event

Send a written invitation (see page 37) several weeks before the event to your two U.S. senators, your congressional representatives, your state governor, and the mayor of your community. Please include any other local elected officials who are appropriate. The local postmaster should sign the invitations.

Follow up the written invitation with a telephone call to the elected official's scheduler within a week if you have not received a reply. You may need to call more than once.

Keep in touch with all elected officials who respond. If asked, provide updated information to the elected official's staff as it becomes available (e.g., other participants, where and when to meet, what his or her role will be, etc.). Emphasize that remarks should be brief and limited to the unveiling of the *Reptiles and Amphibians* stamps and recognition of the role the U.S. Postal Service plays in sponsoring National Stamp Collecting Month.

Include names of all participating elected officials on the official program as honored guests and mention them in all media advisories.

Provide a courtesy copy of the program to the elected official in advance.

After the Event

Send a written thank-you letter (see page 38) to all elected officials who participated in the ceremony, expressing your appreciation.

Provide copies of any newspaper articles about the event to their offices. Even though they might see those articles on their own, you can take the opportunity to remind them of the press coverage the event received.

Provide a supply of extra cachets with the special cancellation, if applicable, to elected officials, even to those who could not attend. These make great give-away gifts and serve as a positive reminder of the event.

Obtain and frame a photo of the elected official posing beside the stamp images and make an appointment to present it in person, if possible. A matted, well-framed photograph stands a good chance of being hung on the wall of the official's office, again serving as a positive reminder of the event.

Keep in touch with your elected officials. Good relationships are built over time.

SAMPLE INVITATION TO PUBLIC OFFICIALS

[INSERT DATE]

[INSERT YOUR NAME, TITLE]

[INSERT ORGANIZATION]

[INSERT STREET ADDRESS]

[INSERT CITY, STATE, ZIP+4]

Dear **[MR./MS.] [INSERT NAME]**:

Employees of the **[INSERT NAME]** Post Office™ invite you to be an honored guest at a special ceremony celebrating National Stamp Collecting Month on **[INSERT DATE]** at **[INSERT TIME]**. During that ceremony, the Postal Service will unveil the *Reptiles and Amphibians* commemorative stamps, which have been issued to help kick off the month.

The U.S. Postal Service® values its role as a community leader, and we believe America's commemorative stamp program gives us an opportunity to connect with our customers in a very personal and entertaining way. During our ceremony, children and adults alike will have an opportunity to discover that stamp collecting is fun, exciting, and educational.

National Stamp Collecting Month in October has been held annually since 1981 with the intention of encouraging people — particularly children — to explore the hobby of stamp collecting.

At the stamp unveiling ceremony, you will be invited to say a few words about how stamps recognize many important people, places, and events. We expect significant press coverage of the ceremony and a good-sized crowd, including families, school groups, and civic organizations.

We hope you will join us for our stamp unveiling and special National Stamp Collecting Month celebration. Please confirm your participation by calling **[INSERT NAME OF CONTACT]** at **[INSERT TELEPHONE NUMBER]** as soon as possible.

Sincerely,

[SIGN]

[INSERT POSTMASTER'S NAME]

Postmaster

U.S. Postal Service

[INSERT CITY, STATE, ZIP+4]

SAMPLE THANK-YOU LETTER TO PUBLIC OFFICIALS

[INSERT DATE]

[INSERT NAME, TITLE]

[INSERT ORGANIZATION]

[INSERT STREET ADDRESS]

[INSERT CITY, STATE, ZIP+4]

Dear **[MR./MS.] [INSERT NAME]:**

On behalf of the United States Postal Service®, I want to thank you for joining us during our special ceremony celebrating National Stamp Collecting Month and the unveiling of the *Reptiles and Amphibians* commemorative postage stamps. It was a wonderful event for **[INSERT NAME OF COMMUNITY]**, and your participation helped make it a success.

All of us in the Postal Service™ are extremely proud of the role our organization has played as a community leader and in commemorating many of the people, places, and events that have made our country great. The stamp unveiling ceremony was a wonderful way for us to share the hobby of stamp collecting with our friends, neighbors, children, and customers here in **[INSERT NAME OF COMMUNITY]**. I am enclosing 10 copies of our special cancellation **[IF APPLICABLE]** for you to share with your constituents, as well as copies of press clippings and photographs that recorded the event **[IF APPLICABLE]**.

I look forward to working with you on future community events. If I can be of assistance with any Postal Service matter, please contact me at **[INSERT TELEPHONE NUMBER]**.

Sincerely,

[SIGN]

[INSERT POSTMASTER'S NAME]

Postmaster

U.S. Postal Service

[INSERT CITY, STATE, ZIP+4]

Government Relations Contacts

We can help! Your Government Relations representatives are here to serve you. We can assist you in contacting and inviting elected officials to participate in your event. See the list on page 25.

— *Community Relations,
Public Affairs and Communications, 9-18-03*

Domestic Mail

DMM REVISION

Advertising in Media Mail

Effective October 2, 2003, *Domestic Mail Manual* (DMM) E713.1.1e is revised to clarify that sound recordings eligible as Media Mail may contain advertising consisting solely of incidental announcements of other sound recordings.

We will incorporate this revision into the printed version of DMM 59 and into the monthly update of the online DMM available via Postal Explorer at <http://pe.usps.gov>.

Domestic Mail Manual (DMM)

	*	*	*	*	*
E	Eligibility				
	*	*	*	*	*
E700	Package Services				
E710	Basic Standards				
	*	*	*	*	*

E713 Media Mail

* * * *

1.0 QUALIFICATION

1.1 Qualified Items

Only these items may be mailed at the Media Mail rates:

* * * *

[Revise item e to read as follows:]

- e. Sound recordings, including incidental announcements of recordings and guides or scripts prepared solely for use with such recordings. Video recordings and player piano rolls are classified as sound recordings.

* * * *

— Mailing Standards,
Pricing and Classification, 9-18-03

DMM REVISION

Greater Flexibility for Repositionable Notes

Effective October 2, 2003, *Domestic Mail Manual* (DMM) C810.7.5 is revised to clarify that repositionable notes on First-Class Mail® and Standard Mail barcoded letter-size mailpieces may be constructed with a tolerance of +/- 1/8" from the 3" x 3" dimensions previously required.

We will incorporate this revision into the printed version of DMM 59 and into the monthly update of the online DMM available via Postal Explorer at <http://pe.usps.gov>.

Domestic Mail Manual (DMM)

	*	*	*	*	*
C	Characteristics and Content				
	*	*	*	*	*
C800	Automation-Compatible Mail				
C810	Letters and Cards				
	*	*	*	*	*

7.0 REPOSITIONABLE NOTES

* * * *

7.5 Notes Characteristics

Repositionable notes must:

[Revise item a to read as follows:]

- a. Measure 3 inches by 3 inches, plus or minus 1/8 inch for either dimension.

* * * *

— Mailing Standards
Pricing and Classification, 9-18-03

DMM REVISION

Express Mail Corporate Account — Payment Options

Effective October 1, 2003, *Domestic Mail Manual* (DMM) P500.2.3 is revised to add a new payment option for mailers who open and maintain Express Mail Corporate Accounts (EMCAs). DMM P500.2.3 is also revised to clarify that mailers may participate in the Centralized Account Processing System (CAPS) as another option for opening and maintaining an EMCA.

We will incorporate these revisions into the printed version of DMM 59 and into the monthly update of the online DMM available via Postal Explorer at <http://pe.usps.gov>.

Domestic Mail Manual (DMM)

	*	*	*	*	*
P	Postage and Payment Methods				
	*	*	*	*	*
P500	Express Mail				
	*	*	*	*	*
2.0	CORPORATE ACCOUNT				
	*	*	*	*	*

2.3 Minimum Balance

[Redesignate current 2.3 as new 2.3c. Add new introductory text, 2.3a, and 2.3b to read as follows:]

For opening and maintaining an account, the mailer may do any of the following:

- a. Participate in the Centralized Account Processing System (CAPS), which requires no initial deposit and no maintenance of a minimum balance.
- b. Use a personal or business credit card, which requires no initial deposit and no maintenance of a minimum balance.
- c. Make an initial deposit with cash or by check of \$250, or the total postage and fees expected during the first 4 weeks of account usage, whichever is higher. After that, the minimum balance in the account must equal an average week's postage and fees, or \$100, whichever is higher, calculated as follows:
 - (1) If the completed postal quarter is quarter one, two, or three, the average week's postage and fees is determined by dividing by 12 the actual postage and fee activities during the last completed postal quarter.
 - (2) If the completed postal quarter is quarter four, the actual postage and fee activities are divided by 16.

* * * * *

— Package Services,
Product Development, 9-18-03

DMM REVISION

Dating Metered Mail — Standard Mail and Package Services

Effective October 2, 2003, *Domestic Mail Manual* (DMM) P030.9.12 and P030.9.13 are revised to clarify the standards for the format of mailing dates permitted with Standard Mail and Package Services mailpieces prepared with postage meters or postage evidencing systems and the standards for the deposit of such mail.

These standards were first condensed from three dating formats to two with the publication of DMM Issue 46 on July 1, 1993. These standards were then further shortened and reorganized with the publication of DMM Issue 57 on June 30, 2002 (also see *Postal Bulletin* 22062 (11-1-01, pages 9–23)). As a consequence, it is no longer clear how the

mailing date should be prepared for metered Standard Mail and Package Services mailpieces.

Under this revision to DMM P030.9.12, text is restored that specifically permits the following three formats for dating metered Standard Mail and Package Services mailpieces:

- Complete date showing month (abbreviated), day, and year (represented by all four digits of the year or the last two digits of the year), such as “SEP 18 2003” or “SEP 18 '03.”

- Month (abbreviated) and year (represented by all four digits of the year or the last two digits of the year), such as "SEP '03" or "SEP 2003."
- No date.

Regardless of date format used, the mailer may print the indicia directly onto the mailpiece or onto a tape to be affixed to the mailpiece. For Standard Mail and Package Services mailpieces, mailing standards before DMM Issue 57 allowed the indicia to reflect only the month and year format when printed onto a tape or meter strip rather than directly onto the mailpiece.

The following table summarizes the availability of the various date formats by class of mail, metered reply mail, and certain special services. Other special services available for metered Standard Mail and Package Services mail do not require the use of a complete date in the indicia. Regardless of class of mail, a complete date is always required on any mailpiece if the indicia or mailing labels with the indicia included are produced on nonadhesive paper, such as computer paper, and then affixed to the mailpiece.

Mail Type	Date Format and Availability		
	Complete Date	Month and Year Only	No Date
First-Class Mail®	Yes	No	No
Priority Mail®	Yes	No	No
Express Mail®	Yes	No	No
Standard Mail	Yes	Yes	Yes
Package Services Mail	Yes	Yes	Yes
PC Postage® Metered Reply Mail	Yes	No	No
Non-PC Postage Metered Reply Mail	No	No	Yes
Insured Mail	Yes	No	No
Collect on Delivery Mail	Yes	No	No
Special Handling Mail	Yes	No	No

Date of Deposit

The date when metered mailpieces are deposited as authorized or presented to the Postal Service™ for mailing depends on the format of mailing date used in the indicia:

- **Complete Date.** Metered pieces showing a complete mailing date (month, day, and year) in the indicia must be deposited or presented for mailing on the date shown in the indicia, with these exceptions:
 - (1) Authorized dispatch-prepared presorted mail accepted by the Postal Service after midnight may bear the previous day's date.
 - (2) Mail entered after the day's last scheduled collection from the licensing Post Office™ or collection box may bear either that day's date or the date of the next scheduled collection from the licensing Post Office or collection box.

- (3) Prepaid metered reply mail with an information-based indicia (IBI) generated by a PC Postage system.

- **Month and Year.** Metered pieces bearing only the month and year in the indicia may be deposited or presented for mailing on any day during the month shown in the indicia and through the third day of the following month.
- **No Date.** Metered pieces bearing no date in the indicia may be deposited or presented for mailing on any date.

Place of Deposit

All Standard Mail mailings must be verified either at an authorized detached mail unit or presented for verification at a designated Postal Service acceptance point where the permit or license is held and the annual presort mailing fee has been paid. Plant-verified drop shipment Standard Mail mailings must be presented for verification, acceptance, and entry under DMM M950.

All presorted, carrier route, destination entry, and bar-coded discount Package Services mailings must be verified either at an authorized detached mail unit or presented for verification at a designated Postal Service acceptance point where the permit or license is held and where any required annual fee has been paid. Plant-verified drop shipment Package Services mailings must be presented for verification, acceptance, and entry under DMM M950.

Standard Mail pieces may not be deposited into Postal Service collection boxes and receptacles or into other mail collection receptacles in commercial buildings. Properly paid single-piece metered Package Services pieces may be deposited in such receptacles if they weigh less than 16 ounces and can fit completely into those receptacles.

Month and Year Dating

For most Standard Mail or Package Services mailers, the use of the month and year format of dating is practical for handling various production runs and for scheduling deposits of metered mail at the appropriate Postal Service facility. This flexibility is especially important if production schedules call for adjustments.

Using a complete date requires methodical and rigorous adherence to production and transportation schedules to ensure that the metered mail is deposited on the date in the indicia. For especially large Standard Mail or Package Services mailings, this lack of flexibility in scheduling can create additional production and logistical burdens for mailers.

Although using no date would provide the greatest production flexibility for Standard Mail and Package Services mailers, that practice is not always advisable. If a mailer

chooses to use no date in the indicia, current mailing standards do not allow for postage refunds under DMM P014 if the mailer needs to claim a refund at a later date.

This revision should alleviate many of the concerns of Standard Mail and Package Services mailers who desire flexibility in their mailing operations and, at the same time, who seek assurance that their mailpieces would be eligible for postage refunds if necessary.

Mailers with questions should contact the Post Office where they usually enter their mail. Postal Service employees with questions should contact their district manager of business mail entry.

We will incorporate these revisions into the printed version of DMM 59 and into the monthly update of the online DMM available via Postal Explorer at <http://pe.usps.gov>.

Domestic Mail Manual (DMM)

	*	*	*	*	*
P	Postage and Payment Methods				
	*	*	*	*	*
P000	Basic Information				
	*	*	*	*	*
P030	Postage Meters (Postage Evidencing Systems)				
	*	*	*	*	*
9.0	INDICIA				
	*	*	*	*	*

[Revise heading and text of 9.12 to read as follows:]

9.12 Mailing Date Formats

The mailing date in meter indicia must meet the format standards in 9.6 and this section. The year must be represented by all four digits or by the last two digits. The indicia may be printed directly onto mailpieces or onto separate labels or tape affixed to mailpieces. The format of mailing date used in the indicia is subject to the following:

- a. *Complete Date.* At the mailer's option, a complete mailing date (month, day, and year) in the indicia may be used for any Standard Mail or Package Services piece. A complete date must be used for the following:
 - (1) All First-Class Mail, Priority Mail, and Express Mail pieces.
 - (2) Any mail with Insured Mail, COD, or Special Handling service.

- (3) All mail prepared with the indicia printed on non-adhesive paper (e.g., computer printer paper) and affixed to the mailpiece or used as part of an insert in a window envelope or similar holder.

- (4) Prepaid metered reply mail generated by a PC Postage system under 10.4.

- b. *Month and Year.* A mailing date consisting solely of the month and year in the indicia may be used only for Standard Mail and Package Services pieces.
- c. *No Date.* No mailing date may be used in the indicia for prepaid metered reply mail under 10.4, except for IBI generated by a PC Postage system. No mailing date in the indicia may be used for Standard Mail pieces and Package Services pieces not subject to 9.12a.

[Revise heading and text of 9.13 to read as follows:]

9.13 Date Accuracy and Mailing Periods

The date or period when metered mail may be deposited or presented for mailing is controlled by the mailing date in the indicia as follows:

- a. *Complete Date.* Mailpieces bearing a complete date in the indicia must be deposited or presented on that date, except that pieces entered after the day's last scheduled collection from the licensing Post Office or collection box may bear the actual date of entry or the date of the next scheduled collection from the licensing Post Office or collection box. Authorized dispatch-prepared presort mail accepted after midnight may bear the previous day's date. If the mailer knows that the mail is not to be deposited or presented on the date in the indicia, the mailer must use a date correction indicia under 10.1. Prepaid metered reply mail generated by a PC Postage system under 10.4 and showing a complete date in the indicia may be deposited or presented for mailing on any date without date correction.
- b. *Month and Year.* Mailpieces bearing only the month and year in the indicia may be deposited or presented for mailing on any day during the month shown in the indicia and through the third day of the following month.
- c. *No Date.* Mailpieces bearing no date in the indicia may be deposited or presented for mailing on any date.

* * * * *

— Mailing Standards,
Pricing and Classification, 9-18-03

DMM REVISION

Mailing Lottery Tickets

Effective October 2, 2003, *Domestic Mail Manual* (DMM) C031.3.3 is revised to clarify that the prohibition against the mailing of lottery tickets does not apply to certain state lottery tickets.

We will incorporate this revision into the printed version of DMM 59 and into the monthly update of the online DMM available via Postal Explorer at <http://pe.usps.gov>.

Domestic Mail Manual (DMM)

	*	*	*	*	*
C	Characteristics and Content				
C000	General Information				
	*	*	*	*	*
C030	Nonmailable Written, Printed, and Graphic Matter				
C031	Written, Printed, and Graphic Matter Generally				
	*	*	*	*	*

3.0 LOTTERY MATTER (18 USC 1302)

* * * * *

3.3 Fishing Contests, Indian Gaming Regulatory Act, Lotteries

This standard does not apply to:

* * * * *

[Reletter current items b and c as new items c and d, and add new item b to read as follows:]

- b. Mailings, to addresses within a state, of tickets or other material on a lottery conducted by that state under its laws (18 USC 1307).

* * * * *

— *Mailing Standards,
Pricing and Classification, 9-18-03*

DMM REVISION

Stop Family Violence Semipostal Stamp

Effective October 11, 2003, *Domestic Mail Manual* (DMM) P022.1.6 and R000.4.0 are revised to incorporate standards for the new *Stop Family Violence* semipostal stamp. This semipostal stamp was established by the Stamp Out Domestic Violence Act of 2001, Public Law No. 107-67, § 653, 115 Stat. 558 (2001), and the Governors of the United States Postal Service® set the price of the stamp.

Public Law No. 107-67 directs the Postal Service™ to issue a semipostal stamp in order to give the public the opportunity to contribute to domestic violence programs. The *Stop Family Violence* semipostal stamp is to be issued on October 11, 2003, and may remain on sale through December 31, 2006. The price of the *Stop Family Violence* semipostal stamp will be 45 cents. Funds raised in connection with this semipostal stamp are to be transferred to the Department of Health and Human Services.

We will incorporate these revisions into the printed version of DMM 59 and into the monthly update of the online DMM available via Postal Explorer at <http://pe.usps.gov>.

Domestic Mail Manual (DMM)

* * * * *

P Postage and Payment Methods**P000 Basic Information**

* * * * *

P020 Postage Stamps and Stationery

* * * * *

P022 Postage Stamps**1.0 PURCHASE AND USE**

* * * * *

1.6 Semipostal Stamps

Semipostal stamps are subject to the following special conditions:

* * * * *

- b. The following semipostal stamps are available:

* * * * *

[Add item 1.6b(3) to read as follows:]

- (3) The Stop Family Violence semipostal stamp. The difference between the purchase price and the First-Class Mail® nonautomation single-piece first-ounce letter rate in effect at the time of purchase constitutes a contribution to domestic violence programs and cannot be used to pay postage. Funds (net of reasonable USPS costs) raised in connection with the *Stop Family Violence* semipostal stamp are transferred to the Department of Health and Human Services.

[Revise item 1.6c to include the R000.4.0 reference for finding the price of semipostal stamps, to read as follows:]

- c. The postage value of each semipostal stamp is the First-Class Mail nonautomation single-piece first-ounce letter rate in R100.1.2 that is in effect at the time of purchase. Additional postage must be affixed to pieces weighing in excess of 1 ounce, pieces subject to the nonmachinable surcharge, or pieces for which special services have been elected. The postage value of semipostal stamps purchased before any subsequent change in the First-Class Mail nonautomation single-piece first-ounce letter rate is unaffected by any subsequent change in that rate. The purchase price of each semipostal stamp is listed in R000.4.0.

* * * * *

R Rates and Fees

R000 Stamps and Stationery

* * * * *

4.0 POSTAGE STAMPS

[Revise the table in item 4.0 to add information on the Stop Family Violence semipostal stamp at the end of the table, to read as follows:]

Form Per Purpose	Denomination
* * * * *	
Stop Family Violence Panels of up to 20	Purchase price of \$0.45; postage value equivalent to First-Class Mail nonautomation single-piece rate (\$0.37); remainder is contribution to fund domestic violence programs.
* * * * *	

— Stamp Services,
Government Relations, 9-18-03

CORRECTION

Ordering Information for PS Form 3602-NP

The *Postal Bulletin* article titled “Repositionable Notes — Revised Postage Statements” in *Postal Bulletin* 22110 (9-4-03, pages 21–22) contained an error in the quick pick number of PS Form 3602-NP, *Postage Statement — Nonprofit Standard Mail Letters and Flats — Postage Affixed*. The correct ordering information for this form is given below with the corrected number in bold.

PS Form 3602-NP, *Postage Statement — Nonprofit Standard Mail Letters and Flats — Postage Affixed*

Use the following information to order PS Form 3602-NP:

PSIN:	PS3602-NP
NSN:	7530-05-000-5031
Unit of Measure:	EA
Minimum Order Quantity:	1
Bulk Pack Quantity:	NA
Quick Pick Number:	477
Price:	\$0.0197
Edition Date:	08/03

— Mailing Standards,
Pricing and Classification, 9-18-03

Employees

2003 Combined Federal Campaign Guidelines

Schedule and Responsibilities

Each fall, the Postal Service™ joins other federal agencies in the Combined Federal Campaign (CFC) drive. In accordance with Office of Personnel Management (OPM) regulations, the campaign runs for a 6-week period between September 1 and December 15, as established by the Local Federal Coordinating Committee.

Vice presidents of Area Operations have campaign responsibility. Area offices must ensure that campaign information is disseminated to all offices in their jurisdiction.

Guidelines Online

Publication 530, *Combined Federal Campaign Operational Guidelines*, May 1994, explains how to carry out a successful campaign. The November 1998 update of Publication 530 (available only on the Postal Service PolicyNet Web site at <http://blue.usps.gov/cpim>; click on *PUBs*) revised position titles, facility locations, and dates of campaign. The OPM Web site (www.opm.gov) offers additional information on the Combined Federal Campaign, including geographic boundaries. If you do not have access to the intranet, call the CFC national coordinator at Headquarters at 202-268-3654.

Pledge Form Management Instructions

1. Make sure local campaign staff check pledge forms for completeness.
2. Distribute pledge forms as follows:
 - a. Central Receipt and Accounting copy — submit to appropriate CFC official.
 - b. Employee copy — return to employee.
 - c. Payroll Office copy —

<i>If the employee has chosen to...</i>	<i>Then...</i>
Give a one-time contribution (cash, check, or money order),	Destroy the Payroll Office copy.
Make a contribution via payroll deduction,	<p>Make sure:</p> <ul style="list-style-type: none"> – The Social Security Number is legible. – The deduction per pay period is indicated. – The amount per pay period is at least \$1.00. – The amount of the contribution is to be made via payroll deduction. <p>Before January 1, 2004</p> <p>Mail the Payroll Office copy to the following address, making sure a full <i>return address for the CFC coordinator</i> is included with each batch of forms:</p> <p>EAGAN INFORMATION SERVICE CENTER USPS COMBINED FEDERAL CAMPAIGN POST OFFICE BOX 21777 EAGAN MN 55121-0777</p> <p>The Eagan Information Services Center (ISC) retains the payroll deduction portions of the pledge cards for 6 months.</p> <p>After January 1, 2004</p> <p>Submit to the local DDE/DR site for entry.</p> <p>Note: All cards dated or sent after January 1, 2004, will be returned to the CFC coordinator for entry by the local DDE/DR site.</p>

(Employees section continues on page 83.)

Fraud Alert

ALL PERSONNEL PROCESSING MAIL FOR DISPATCH ABROAD

Foreign Order No. 487

Keep all foreign order notices for use as reference.

Final Orders

Australia

AUSTRALIAN LOTTERY AWARDS (ALA)
PO BOX 391
STRAWBERRY HILLS NSW 2012
AUSTRALIA

Austria

LUCKY BUCKS WINNERS SEARCH
(LUCKY BUCKS)
ZEDLITZGASSE 5/310
1010 VIENNA
AUSTRIA

Germany

L E ALBERT AND
LOTTERY-AGENCY ALBERT
ALBERT
PO BOX 101341
D-31763 HAMELN
GERMANY

L E ALBERT AND
LOTTERY-AGENCY ALBERT
MIEGELWEG 24
31785 HAMELN
GERMANY

BOESCHE
KUEHNSTRASSE 75
22045 HAMBURG
GERMANY

BOESCHE
STATE LOTTERY AGENCY OF THE SKL IN KASSEL
AM SALZERHOF 24
34199 KASSEL
GERMANY

Ireland

THE SHAMROCK AGENCY AND
EURO AMERICAN
REGISTRY OFFICE
LOCKSTORE HOUSE A2G
F7 EASTWAYS BUSINESS PARK
BALLYSIMON ROAD
LIMERICK
IRELAND

THE SHAMROCK AGENCY AND
EURO AMERICAN
43 CILL CHAIS
SHANNON
COUNTY CLARE
IRELAND

The Netherlands

GLOBAL SEARCH NETWORK (G S N)
AND EURO AMERICAN
WWE:GSN PROCESSING CENTER
POSTBUS 232
1180 AE AMSTELVEEN
THE NETHERLANDS

I P G
I B R S/C C R I NUMERO 1548
5690 ZX SON
PAYS BAS
THE NETHERLANDS

I P G
PO BOX 90
5690 AB SON
THE NETHERLANDS

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

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

Do not place any endorsement on the mail pieces themselves. Personnel may post this notice at the outgoing primary. They must post it on the Foreign Order Board at all Processing and Distribution plants, designated international exchange offices, and Customer Service plants.

— Judicial Officer, 9-18-03

Withholding of Mail Orders

Withholding of mail orders are enforced by postmasters at the cities listed below.

State/City/ZIP Code	Names and Addresses Covered
AZ, Phoenix 85023-3531	Any and All Names Except Billy B Duprix and Andrew R. Burbank Jr, 1106 West Bell Road Apt 2062
AZ, Phoenix 85080-2538	Any and All Names Except Billy B Duprix and Andrew R Burbank, Jr., PO Box 42538
CA, Riverside 92517-1118	Damien Smith and All Other Names, PO Box 56218
IL, Chicago 60604-2335	Global Media, 28 East Jackson 10th Floor C-53
MI, Kingston 48741-9746	Any and All Names Other Than the Names Sheryl Adams, Robert Mullin, Sara Adams and/or Ashley Zuzelski, 5753 Denhoff Road

— Judicial Officer, 9-18-03

Domestic Orders

False Representation. Enforced by postmasters at the cities listed below.

State/City/ZIP Code	Names and Addresses Covered	Product
IL, Harvard 60033-0008	Michael D Smith d/b/a MS Distribution, PO Box 8	An envelope-stuffing program
IL, Wilmette 60091-1069	Roumen Raykov d/b/a AHG, PMB 268, 3223 Lake Avenue Suite 15C	A work-at-home envelope-stuffing scheme

— Judicial Officer, 9-18-03

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.

005340	026443	064113	080414	105495	118700	197010	232293	303759	331071	340040	460121	511017
005422	027026	064148	080551	106051	119368	198120	232331	303762	331631	340046	460151	511027
005471	027121	064329	080561	106365	119527	198200	232377	305006	331924	340370	462075	522016
005665	027144	064511	085159	106376	120295	198231	235490	305025	331982	340601	462589	531453
005858	027539	064640	085502	107137	120319	200656	251216	305279	332018	340614	462658	537096
006333	028032	064717	088314	107265	120324	200827	253222	305459	332024	340710	462925	541220
006336	028049	064869	088535	108090	120334	200916	254012	306943	332064	340899	464174	542020
006928	028050	065002	088644	108162	121256	207001	255452	311243	332103	340909	469173	542030
007008	028099	065044	088646	108240	122426	207212	261004	311557	332107	344162	473125	542220
007195	028111	065110	088681	108265	123089	207453	263002	312241	332181	344197	477025	544022
007240	028211	065260	089302	108399	124094	208486	263010	312527	332184	347091	479119	545009
008072	028311	065341	089309	108499	125309	208821	272018	319141	332213	347108	479129	545022
008141	028371	065979	089349	108525	125395	209043	272117	319151	332248	349549	480065	549074
008239	028440	066025	089476	108543	125469	210530	272198	320068	332534	349693	480275	551159
008345	028465	066122	089745	108691	142114	210533	272262	320070	332777	349735	480640	551179
008395	028473	066187	090365	108803	142186	210587	272317	320178	332942	352597	480691	551325
008651	028626	066353	090549	109173	142403	210690	272370	320209	332982	352731	480707	551334
008676	028787	066434	091439	109584	142745	210747	273114	320970	333002	357600	480759	551522
008959	028845	067285	091463	109875	142872	210810	274128	321031	333012	362035	480860	551645
008968	028950	067330	093068	110002	142934	210817	274250	321117	333043	365068	480920	551851
009348	029082	068035	093661	110075	146061	210820	275024	321219	333164	392683	480921	551996
009710	029230	068192	093859	110098	146535	212876	275025	322033	333334	392686	481579	553887
009784	029822	068230	093931	110303	146810	220011	275043	322046	333388	392722	481625	554103
010133	030270	068232	094646	110705	150066	220038	275059	322393	333456	400034	481788	554211
010300	030412	068367	094858	111410	150230	220092	276003	322417	333501	402125	482812	554936
010477	032040	068434	095616	111709	150260	220133	277115	323066	333560	402166	483171	557003
010602	038073	068526	095844	111733	150296	220148	280179	323188	333592	402410	483243	570050
011289	038246	068529	096123	111975	152701	220159	282657	323653	333673	402651	483250	571013
011384	038445	068539	097424	112135	152739	220174	282773	323708	334010	402726	483278	572003
012330	041143	068552	097927	112470	152764	220194	282790	325126	334014	402754	483296	575001
013081	042011	069071	098151	114218	153078	220252	282829	325149	334025	403001	483366	580003
014430	042114	069550	098165	114550	156026	220279	283460	325604	334327	405031	483372	581004
015475	044111	069555	098874	115012	159110	220383	283461	326247	334831	405159	483714	591058
015681	044157	069568	100024	115122	165035	220645	283473	326275	334874	426003	483894	591107
016008	049315	071307	100030	115171	170246	220706	283500	326346	335001	430078	483916	591188
016171	050069	071801	100059	115242	171329	220749	283535	326412	335226	432730	483979	591215
016833	053036	075505	100096	115444	173063	221015	283574	326593	335325	432772	484045	591440
016914	053057	075585	100238	115504	175057	221048	292373	326734	335774	432920	485095	591490
016935	054008	075777	100395	115663	175065	221198	292651	327144	335842	432965	485157	591997
018102	054226	075817	100501	116029	176075	221214	294573	328994	336128	436482	485308	591998
018135	054284	075865	100996	117056	176081	222041	296204	329643	336154	439526	486069	599509
018596	055079	076508	101996	117078	180117	222200	296345	330011	336520	441430	487263	600043
018653	058074	076899	103307	117292	191055	222313	300118	330148	336622	441631	489440	600126
019124	060302	076947	103703	117320	191800	222329	300434	330167	336669	441937	489470	600481
019252	060447	076966	103812	117342	191855	2223035	300514	330179	337045	443009	490213	600491
019303	060741	077016	103846	117376	191976	2223036	300519	330197	337072	443276	490665	600616
019717	060830	077645	103895	117501	192167	223157	301086	330303	337159	447010	490711	600651
019855	062067	078210	104453	117579	192317	223279	301368	330331	337276	450033	493025	600770
019983	063139	078400	104578	117637	192342	223305	301377	330594	338075	452019	493047	601130
020090	063147	078856	104665	117730	193157	223310	301426	330648	338109	452504	495490	601170
022391	063322	079032	105018	117810	193203	223371	301947	330651	338152	452620	495595	601191
022600	063432	079752	105029	117819	193380	226079	301982	330673	339053	454760	497263	601375
023314	064042	080057	105054	117884	195059	229108	302674	330699	339070	454828	498110	601498
025431	064068	080194	105248	118621	195067	232114	303744	330725	339073	457113	498120	601526

601612	631852	740771	767533	782843	802356	816202	871588	914329	926047	928428	941693	980803
601663	631984	740890	767557	782893	802370	816506	871641	914356	926073	928737	941708	981921
601701	641120	740982	770133	782902	802506	832068	871646	914561	926079	928809	941740	982345
601739	641713	744081	770580	782914	802623	832095	871663	915019	926125	928814	941993	983108
601998	660048	744148	770601	782928	802670	833203	880007	915263	926134	930026	945596	984125
602837	662132	749155	771293	782933	802753	833400	891450	915265	926170	931095	945940	992198
603030	662174	750038	771330	782954	802768	834020	891518	915443	926201	931104	945967	992401
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608130	730383	757141	782317	799001	809083	852183	907770	921035	927365	940301	970729	995850
611185	730486	757517	782331	800114	811007	853077	907997	921093	927531	940323	970781	998199
611195	730518	760045	782491	800255	813027	853220	911018	921353	927635	940329	970922	998301
616132	730626	761053	782531	801334	813049	853430	911332	921830	927860	940338	970937	998328
631341	731556	761778	782639	801403	813252	853704	912321	921919	927872	940341	970973	
631377	731819	762008	782641	801410	813260	853777	913077	924441	928119	940398	972906	
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631600	740408	765519	782831	802329	815251	871020	914183	926005	928406	941591	976078	

— Product Information Requirements,
Product Development, 9-18-03

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.

010 504 1932 to 010 504 1999	026 492 3180 to 026 492 3199	044 087 3457 to 044 087 3499	381 645 9525 to 383 314 3968 to	9599 3999
011 582 1889 to 011 582 1899	027 361 0430 to 027 361 0499	044 087 4000 to 044 087 4099	383 892 1000 to 383 892 1382 to	1344 1399
011 588 2900 to 011 588 3099	027 369 4482 to 027 369 4495	045 524 4121 to 045 524 4298	384 925 3641 to 385 568 2331 to	3654 2399
012 579 5675 to 012 579 5699	027 671 8762 to 027 671 8776	046 800 9870 to 046 800 9899	385 599 7554 to 385 774 2024 to	7575 2099
013 289 6176 to 013 289 6199	027 787 9886 to 027 787 9899	047 552 4370 to 047 552 4399	386 624 1412 to 386 883 8936 to	1599 8999
013 610 0014 to 013 610 0099	027 965 9487 to 027 965 9499	048 396 3647 to 048 396 3699	387 314 5574 to 387 837 6300 to	5599 6399
014 932 1000 to 014 932 1099	028 191 1852 to 028 191 1999	051 774 8857 to 051 774 8899	388 828 0656 to 389 696 2400 to	0699 2799
014 972 0800 to 014 972 0899	028 850 3000 to 028 850 3199	058 187 3836 to 058 187 3899	389 846 3104 to 389 846 3145 to	3135 3195
015 363 0007 to 015 363 0099	029 510 1500 to 029 510 1599	058 591 1153 to 058 591 1299	389 887 9211 to 389 887 9234 to	9230 9299
017 028 3200 to 017 028 3299	030 687 0903 to 030 687 0999	077 999 4001 to 077 999 4090	390 001 3500 to 390 545 5974 to	3199 3699
018 569 5333 to 018 569 5399	030 701 3442 to 030 701 3499	210 221 0548 to 210 221 0599	391 104 6146 to 391 574 1466 to	5999 6199
018 986 5264 to 018 986 5299	031 077 4507 to 031 077 4799	227 275 9400 to 227 275 9999	391 783 3020 to 391 792 6100 to	1499 3599
019 518 2814 to 019 518 2899	032 295 7500 to 032 295 9999	273 070 8059 to 273 070 8099	391 792 6100 to 392 668 2956 to	6199 2999
020 698 5159 to 020 698 5199	034 394 1000 to 034 394 1099	273 775 7700 to 273 775 7899	392 668 2956 to 392 854 8500 to	8899
020 844 7307 to 020 844 7399	034 943 0400 to 034 943 0799	302 000 0000 to 302 123 9999	393 584 7566 to 393 650 0074 to	7699 0099
020 972 8948 to 020 972 8999	037 706 9578 to 037 706 9599	349 746 2056 to 350 518 7350 to	393 838 8316 to 393 893 6007 to	8499 6099
022 021 9110 to 022 021 9181	037 805 3677 to 037 805 3699	360 011 1690 to 360 168 6008 to	394 126 6907 to 394 189 0405 to	6999 0599
022 037 1411 to 022 037 1499	037 909 5490 to 037 909 5499	360 173 8800 to 360 324 2326 to	394 822 3243 to 394 990 1810 to	3278 1899
023 637 7169 to 023 637 7199	040 024 3901 to 040 024 3999	362 861 3064 to 373 006 2176 to	395 343 3264 to 395 373 3035 to	3299 3099
024 380 4100 to 024 380 4199	040 674 7100 to 040 674 7199	374 768 2600 to 375 169 4400 to	395 396 9649 to 395 970 3240 to	9799 3299
024 496 6870 to 024 496 6896	040 688 8816 to 040 688 8899	375 829 3400 to 375 851 9100 to	397 622 4054 to 397 819 8902 to	4099 8999
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025 369 5535 to 025 369 5599	041 623 8889 to 041 623 8899	378 351 1063 to 379 843 5100 to	399 156 7119 to 399 203 5064 to	7199 5099
025 729 1151 to 025 729 1199	041 803 6565 to 041 803 6599	380 093 9600 to 380 165 1165 to	399 296 9910 to 399 396 8935 to	9999 8999
025 729 1643 to 025 729 1799	043 205 5922 to 043 205 5999	381 325 4500 to 381 604 2510 to	399 792 7775 to 399 792 8300 to	7799 8399

400 427 1051 to	1999	418 744 2235 to	2299	440 858 6300 to	6399	459 274 7624 to	7699
401 045 1505 to	1549	418 962 2848 to	2899	440 858 6420 to	7299	459 365 5432 to	5499
401 045 1571 to	1599	419 543 0286 to	0299	441 199 1655 to	1699	459 378 5764 to	5799
401 294 2700 to	2799	419 730 0300 to	0399	443 127 3648 to	3699	459 472 4816 to	4999
401 310 9505 to	9599	420 277 0015 to	0049	443 127 4000 to	4099	460 349 6878 to	6899
401 382 5312 to	5399	420 599 0734 to	0798	443 673 7900 to	7999	460 550 1909 to	1999
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403 280 6470 to	6499	420 969 3973 to	3999	444 457 3854 to	3899	462 274 1072 to	1099
403 685 8600 to	8699	421 116 3565 to	3599	450 048 4173 to	4199	462 277 8373 to	8399
404 003 0300 to	0399	421 130 9300 to	9399	450 048 4442 to	4699	462 554 6051 to	6099
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404 347 5356 to	5399	421 656 2609 to	2699	450 620 3135 to	3199	463 176 4229 to	4299
404 347 5548 to	5599	421 988 9700 to	9799	450 780 2716 to	2799	463 185 2600 to	2799
404 726 4500 to	4599	422 172 4667 to	4699	450 801 2700 to	2799	463 227 7711 to	7799
404 961 5001 to	5199	422 484 4212 to	4299	451 109 2967 to	2984	463 414 4869 to	4899
405 325 0188 to	0198	422 556 1270 to	1299	451 115 4110 to	4125	463 808 3484 to	3499
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406 260 6830 to	6899	422 819 7533 to	7599	451 746 0700 to	0799	464 629 9000 to	9399
406 459 6641 to	6999	422 842 5073 to	5087	452 265 0074 to	0099	464 711 4332 to	4399
406 733 3000 to	3999	422 907 7563 to	7599	452 265 0246 to	0299	465 692 3963 to	3999
407 545 1557 to	1599	424 500 6050 to	6099	452 265 0335 to	0999	465 698 8300 to	8599
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407 692 9100 to	9299	424 871 6600 to	6699	452 855 6471 to	6499	466 798 6056 to	6067
407 959 2190 to	2199	425 298 2352 to	2399	452 890 4679 to	4799	467 147 4300 to	4399
408 265 2275 to	2288	425 418 4269 to	4299	452 900 8215 to	8238	468 079 5782 to	5799
408 499 7700 to	7799	425 418 4405 to	4499	453 117 9146 to	9199	469 067 2817 to	2899
408 499 7900 to	7999	426 547 4566 to	4599	453 334 3631 to	3699	469 127 8000 to	8199
408 682 8484 to	8599	427 412 6337 to	6499	453 603 7841 to	7891	469 213 0359 to	0399
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410 775 1500 to	1599	430 150 4401 to	4599	454 268 4883 to	4899	469 678 1900 to	1999
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410 867 0917 to	0966	430 177 1900 to	2099	454 490 8300 to	8399	469 947 6960 to	6999
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411 868 1023 to	1199	430 664 4070 to	4099	454 922 4867 to	4895	471 918 0300 to	0999
411 922 2322 to	2399	432 168 8419 to	8499	455 221 1348 to	1499	471 985 2408 to	2419
412 193 0900 to	0999	432 708 6800 to	6999	455 364 2147 to	2199	472 191 6700 to	6799
412 395 8599 to	8699	432 744 1544 to	1599	455 399 5400 to	5499	472 270 2555 to	2599
412 485 6500 to	6599	432 995 9775 to	9799	455 476 0676 to	0699	472 987 0213 to	0241
412 485 6610 to	6699	433 003 5800 to	5899	455 543 0618 to	0699	472 987 0290 to	0299
412 885 5953 to	5999	433 757 3047 to	3099	456 410 9006 to	9099	473 151 2069 to	2199
414 193 3608 to	3674	433 765 4003 to	4099	456 470 4146 to	4299	473 666 9138 to	9199
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414 411 7348 to	7399	434 513 2386 to	2399	457 333 2686 to	2699	474 108 5402 to	5499
414 640 0757 to	0799	434 968 3076 to	3092	457 729 1767 to	1777	474 356 5193 to	5299
414 965 1727 to	1799	435 303 1831 to	1842	457 937 8615 to	8699	474 949 3366 to	3399
417 302 8104 to	8199	435 303 1986 to	1999	458 028 9810 to	9899	475 134 9362 to	9399
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417 496 6800 to	6999	436 082 6400 to	6899	458 069 9537 to	9599	475 319 3415 to	3499
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418 633 5922 to	5999	439 310 0458 to	0499	458 671 8721 to	8798	475 850 6101 to	6199
418 719 8520 to	8599	440 698 1947 to	1999	458 847 5044 to	5999	475 875 2500 to	2599

476 169 8264 to	8299	492 254 4800 to	4899	609 893 1000 to	1099	633 110 4303 to	4499
476 189 3000 to	3499	492 283 5100 to	5199	610 092 3200 to	3299	633 438 6429 to	6599
476 331 2480 to	2499	492 610 6813 to	6899	610 582 4200 to	4299	633 588 7173 to	7182
477 289 8601 to	8699	493 394 5568 to	5599	611 879 6939 to	6999	634 725 0700 to	0799
477 681 5206 to	5299	493 470 2562 to	2599	612 291 8013 to	8099	634 803 3239 to	3299
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478 450 5071 to	5099	494 206 2972 to	2999	612 751 6083 to	6099	634 886 3428 to	3499
478 469 7838 to	7858	494 217 3446 to	3999	612 751 6268 to	6299	635 559 3449 to	3499
478 469 7883 to	7899	494 224 0500 to	0599	612 751 6572 to	6599	636 289 6214 to	6299
479 280 9800 to	9899	495 145 0600 to	0699	612 774 2111 to	2199	636 634 8007 to	8042
479 365 9116 to	9176	496 209 7425 to	7499	612 774 2254 to	2299	637 150 1200 to	1299
479 412 9900 to	9999	496 213 8728 to	8799	612 774 2500 to	2599	637 562 5828 to	5899
479 667 6190 to	6199	496 474 5226 to	5248	614 469 0979 to	0999	638 042 1647 to	1699
479 748 9680 to	9699	497 053 8517 to	8699	614 474 3000 to	3099	638 049 4984 to	4999
479 860 7000 to	7199	497 854 8673 to	8699	614 521 3490 to	3499	638 318 1115 to	1199
480 526 2000 to	2099	498 449 8888 to	8899	614 645 1800 to	1899	638 318 1453 to	1499
480 640 6330 to	6399	498 929 8285 to	8499	614 832 1100 to	2099	638 885 0000 to	0299
480 658 0568 to	0599	498 936 5310 to	5399	615 017 7505 to	7599	638 903 4362 to	4373
480 689 5100 to	5199	499 016 5425 to	5499	617 711 6609 to	6699	639 415 1929 to	1999
481 072 9463 to	9499	499 440 8575 to	8899	617 760 5266 to	5299	639 415 2019 to	2099
481 673 0074 to	0095	499 731 6717 to	6799	617 813 3601 to	3699	639 420 6200 to	6299
482 527 1500 to	1599	500 064 1858 to	1869	618 840 9200 to	9299	639 469 3517 to	3799
482 541 5255 to	5299	500 070 5725 to	7799	619 551 7229 to	7299	639 605 2143 to	2199
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483 363 7207 to	7299	601 339 1200 to	1399	620 073 9400 to	9499	640 289 7500 to	7599
483 402 2356 to	2399	601 653 5884 to	5899	621 614 7907 to	7930	640 289 7700 to	7999
483 486 5100 to	5199	601 661 7700 to	7799	621 614 7932 to	7999	641 170 4420 to	4499
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484 680 5000 to	5038	603 483 9572 to	9599	623 076 9300 to	9399	642 355 8094 to	8199
484 680 5040 to	5074	603 490 7200 to	7299	623 819 5006 to	5099	642 355 8308 to	8999
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485 029 4913 to	4999	603 678 7662 to	7699	623 917 0000 to	0099	643 030 6254 to	6299
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488 173 7900 to	7999	604 086 0880 to	0899	625 088 6735 to	6799	644 085 8157 to	8199
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488 709 3906 to	3999	605 520 9037 to	9099	627 005 3938 to	3999	644 380 1460 to	1499
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489 181 8963 to	8999	605 988 6467 to	6499	627 496 7549 to	7599	644 900 9712 to	9799
489 223 2000 to	2099	607 689 7951 to	7960	627 708 3605 to	3699	644 901 0109 to	1299
489 311 1930 to	1999	607 728 1276 to	1299	627 776 2500 to	2599	644 901 1325 to	1399
489 318 6200 to	6300	608 727 7100 to	7199	628 226 3100 to	3199	644 923 6800 to	7799
489 384 0027 to	0099	608 727 7273 to	7599	628 814 4702 to	4799	644 932 4655 to	4699
489 427 0658 to	0899	608 813 9950 to	9999	628 851 9689 to	9699	645 318 7240 to	7499
489 997 5252 to	5299	609 067 5325 to	5399	629 510 7200 to	7299	645 333 1766 to	1799
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490 717 7080 to	7099	609 067 5600 to	5699	630 389 3056 to	3071	645 821 0657 to	0699
490 721 6000 to	6099	609 289 6123 to	6199	630 463 0588 to	0599	645 930 7948 to	7999
490 793 1500 to	2099	609 438 4400 to	4499	631 459 9117 to	9199	645 975 0737 to	0762
490 886 8171 to	8199	609 493 1100 to	1199	631 762 9325 to	9399	646 242 6200 to	6299
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491 258 8100 to	9099	609 825 4100 to	4115	632 500 0000 to	599 9999	646 798 4000 to	4999
491 567 1376 to	1399	609 884 2981 to	2999	633 110 4165 to	4199	647 048 7035 to	7099

647 049 2900 to	2999	665 274 8208 to	8299	690 788 2877 to	2899	702 878 0114 to	0199
647 398 8300 to	8399	665 669 5400 to	5499	690 893 5344 to	5399	740 002 7710 to	7719
647 398 8481 to	8499	666 132 8226 to	8299	690 893 5512 to	5599	740 241 9049 to	9099
647 437 3000 to	4999	666 696 2209 to	2299	690 904 1300 to	1599	740 255 1718 to	1799
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648 009 6057 to	6099	667 032 9300 to	9399	691 313 6383 to	6399	740 523 7432 to	7449
648 163 5300 to	5499	667 729 5529 to	5599	691 313 6600 to	6699	740 535 1555 to	1580
648 722 5283 to	5299	668 383 8400 to	8699	691 582 8003 to	8099	740 701 6105 to	6114
648 892 3164 to	3199	670 368 3400 to	3499	691 664 1800 to	1999	740 705 9790 to	9799
649 100 3989 to	3999	670 369 7336 to	7399	691 664 2400 to	2499	740 726 6400 to	6500
649 647 0370 to	0399	670 750 7169 to	7199	692 727 9362 to	9399	740 765 3306 to	3399
649 647 0522 to	0599	671 046 6200 to	6399	692 798 1800 to	1899	805 885 8411 to	8499
649 647 5237 to	5399	671 251 5448 to	5499	693 249 0779 to	0799	806 087 1100 to	1499
649 647 9100 to	9299	671 926 5600 to	5799	693 249 0877 to	1699	806 268 9275 to	9299
649 666 7800 to	8299	672 444 2000 to	2999	693 445 0566 to	0999	806 534 3400 to	3477
650 114 7707 to	7719	672 828 3410 to	3499	693 448 8500 to	8999	807 342 3283 to	3399
650 130 3400 to	3599	673 167 5776 to	5799	693 645 9583 to	9599	808 086 7100 to	7199
650 213 0406 to	0499	675 464 3700 to	3799	693 965 4200 to	4299	808 090 3440 to	3499
650 555 1749 to	1799	675 464 4000 to	4199	695 741 2906 to	2999	808 325 5161 to	5699
650 564 1900 to	1999	676 365 5958 to	5999	695 947 8518 to	8599	808 784 8000 to	8299
650 627 4212 to	4299	676 669 1024 to	1099	696 662 8247 to	8299	830 125 0672 to	0699
650 736 2043 to	2099	677 126 6734 to	6799	697 447 8285 to	8296	830 602 5800 to	5999
650 739 1540 to	1699	677 333 9979 to	9999	698 042 4816 to	4899	830 610 3700 to	3799
651 741 4415 to	4499	677 466 1088 to	1099	698 131 2138 to	2157	830 983 3500 to	3599
651 882 2800 to	2899	678 071 4500 to	4799	698 227 0000 to	0099	830 983 3635 to	3699
652 754 6317 to	6399	678 096 7531 to	7599	700 065 2570 to	2599	831 354 1387 to	1399
653 131 4945 to	4999	679 909 2578 to	2599	700 065 4800 to	4899	831 815 8240 to	8299
653 426 3300 to	3399	680 112 9565 to	9599	700 190 3350 to	3359	832 525 3810 to	3899
653 455 4874 to	4899	680 244 0903 to	0999	700 228 6048 to	6099	833 159 1884 to	1899
654 238 0000 to	0399	680 412 6046 to	6099	700 650 0452 to	0499	833 456 2567 to	2599
654 404 3065 to	3092	680 761 6800 to	6899	700 666 1323 to	1349	833 566 3015 to	3071
654 962 2900 to	3199	681 677 0540 to	0699	700 786 9106 to	9142	834 130 5200 to	5299
655 103 5081 to	5199	682 070 1029 to	1099	700 859 0744 to	0758	834 316 5444 to	5499
655 523 2600 to	2999	682 956 6280 to	6299	701 028 6780 to	6899	834 354 8747 to	8766
656 305 2448 to	2499	682 956 6490 to	6599	701 213 3900 to	3999	834 354 8824 to	8838
657 347 4438 to	4999	682 956 6700 to	6799	701 267 2000 to	3999	835 269 5700 to	5799
657 710 8100 to	8999	682 965 1178 to	1199	701 335 7312 to	7399	835 496 7303 to	7399
657 780 0985 to	0999	682 965 1201 to	1299	701 369 2005 to	2050	835 539 5200 to	5999
658 586 1400 to	1499	683 118 2389 to	2399	701 499 2260 to	2299	835 813 3015 to	3099
658 877 8000 to	8199	683 378 2000 to	2099	701 503 2247 to	2299	837 672 8967 to	8999
658 880 8000 to	8199	683 378 2117 to	2299	701 541 2271 to	2299	837 784 3282 to	3299
659 398 7300 to	7399	683 415 1200 to	1499	701 553 6557 to	6599	838 176 8377 to	8399
659 706 8113 to	8199	683 444 8159 to	8199	701 601 3457 to	3499	838 518 1257 to	1299
659 846 7837 to	7899	685 154 7780 to	7789	701 605 5913 to	5999	839 718 8257 to	8299
660 510 4100 to	4199	685 297 7645 to	7699	701 695 3982 to	3999	840 323 0600 to	0699
660 673 0400 to	0599	685 623 5264 to	5299	701 695 4148 to	4199	840 875 6235 to	6299
661 488 5000 to	5099	685 650 9487 to	9499	701 695 4227 to	4299	840 910 0900 to	0999
661 609 9100 to	9199	685 669 4200 to	4299	701 708 1741 to	1799	841 349 5000 to	5099
661 716 9420 to	9499	685 757 8452 to	8499	701 736 3966 to	3999	841 805 7747 to	7899
661 906 6522 to	6599	686 071 2694 to	2799	701 838 2800 to	2899	841 805 7944 to	8099
662 021 8332 to	8399	686 176 3333 to	3354	701 941 0600 to	0699	842 226 0685 to	0695
662 068 0700 to	0899	686 372 3200 to	3299	702 171 1603 to	1699	842 685 4600 to	4699
662 553 0774 to	0799	686 644 5879 to	5899	702 195 5109 to	5199	842 685 4742 to	4999
663 078 7034 to	7099	686 899 1371 to	1399	702 254 9300 to	9399	842 860 0300 to	0399
663 763 5300 to	5399	686 931 7636 to	7699	702 264 7569 to	7599	842 898 5582 to	5599
663 883 7039 to	7499	687 601 0973 to	0999	702 713 1800 to	1809	843 062 7100 to	7199
663 938 9200 to	9299	687 614 6774 to	6799	702 821 5730 to	5799	843 077 6288 to	6299
664 253 8000 to	8499	688 120 9000 to	9999	702 821 5805 to	5899	843 077 6378 to	6399
664 656 3055 to	3099	688 314 3107 to	3191	702 846 6331 to	6399	843 758 5769 to	5778
665 174 6400 to	6499	690 291 1361 to	1371	702 848 3900 to	3999	843 786 2554 to	2699

845 656 8165 to	8199	859 190 0600 to	0644	870 054 4814 to	4899	907 815 0216 to	0257
845 727 2100 to	2199	859 437 5538 to	5599	870 491 4812 to	4849	908 622 4225 to	4235
845 746 2618 to	2635	859 811 2888 to	2899	870 536 5820 to	5829	908 936 9254 to	9299
846 390 7531 to	7599	859 855 8873 to	8999	870 541 7167 to	7239	909 100 1787 to	1799
846 918 0572 to	0599	860 240 8520 to	8599	870 575 8155 to	8999	909 100 1900 to	2099
847 237 7690 to	7699	860 275 3900 to	3999	870 589 0485 to	0494	909 355 0422 to	0499
847 284 2481 to	2499	860 518 9629 to	9699	870 691 7060 to	7099	909 568 8900 to	9099
847 374 7055 to	7065	860 600 0021 to	0999	872 100 0445 to	0459	909 568 9300 to	9499
847 374 7055 to	7065	861 158 2350 to	2599	900 556 4178 to	4199	909 725 7307 to	7399
847 636 5304 to	5399	861 367 5400 to	5499	900 845 0044 to	0099	909 833 0947 to	0999
847 700 5447 to	5499	861 637 6010 to	6099	900 936 0217 to	0299	910 219 8631 to	8699
847 723 7500 to	7599	861 979 7292 to	7499	900 936 0435 to	0499	910 265 1100 to	1199
849 485 3427 to	3499	862 216 6100 to	6199	901 058 5255 to	5280	910 471 7273 to	7299
849 520 9850 to	9899	862 263 9213 to	9299	901 273 1082 to	1099	910 536 2505 to	2599
849 608 1357 to	1399	862 271 0800 to	0999	901 287 5143 to	5199	910 958 7499 to	7599
849 792 2600 to	2699	862 271 5000 to	5099	901 291 2789 to	2799	911 140 1000 to	2199
850 546 1862 to	1899	863 871 5138 to	5199	901 525 7122 to	7199	911 245 2545 to	2599
851 143 6826 to	6844	863 949 5300 to	5399	902 198 9769 to	9799	911 268 9077 to	9099
851 209 9880 to	9899	864 088 8200 to	8299	902 948 1269 to	1299	911 400 8948 to	8999
851 928 9221 to	9299	864 426 3972 to	3999	902 985 0833 to	0899	911 508 1620 to	1799
852 589 6560 to	6599	864 520 6117 to	6136	903 370 6934 to	6999	911 509 9310 to	9399
853 049 3646 to	3699	865 151 0526 to	0599	904 600 6523 to	6599	911 523 3000 to	3999
854 304 4089 to	4999	865 500 4034 to	4099	904 892 0378 to	0399	912 057 9922 to	9999
854 529 2200 to	2299	865 883 6082 to	6099	904 892 0648 to	1299	913 605 2218 to	2299
854 532 0000 to	2999	866 004 3000 to	3999	905 056 2216 to	2299	913 709 2429 to	2499
855 001 6204 to	6249	866 442 4100 to	4899	905 510 6647 to	6799	913 818 3501 to	3999
855 319 9364 to	9399	867 366 9108 to	9118	905 510 6900 to	7099	914 063 4300 to	4399
855 361 3390 to	3399	867 633 7403 to	7499	905 794 0000 to	0199	914 529 6185 to	6299
856 226 0490 to	0499	867 737 5623 to	5699	905 794 0288 to	0299	915 546 6822 to	6999
856 656 5800 to	5999	868 169 4529 to	4599	905 873 6900 to	6999	915 671 3963 to	3980
856 752 0200 to	0299	868 173 8400 to	8599	905 873 7100 to	7299	915 671 3982 to	3999
857 111 1352 to	1399	868 514 9000 to	9099	905 880 8900 to	8999	915 675 2217 to	2299
857 279 3450 to	3499	868 566 9200 to	9299	905 889 7100 to	7199	916 440 3377 to	3399
857 843 4000 to	4099	869 387 1150 to	1199	906 158 1508 to	1599	916 670 6352 to	6399
858 124 7644 to	7699	869 505 3500 to	3599	906 558 8812 to	8899	916 682 5300 to	5399
858 756 3111 to	3299	869 523 7033 to	7099	906 982 2214 to	2299	916 694 1414 to	1499
859 063 8200 to	8699	869 800 0000 to	999 9999	907 725 8500 to	8599	917 370 6300 to	6499

— Group2—Internal and External Investigations,
Postal Inspection Service, 9-18-03

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 9 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	702 104 368 to 4 900	709 649 804 to 9 820	720 227 871 to 7 930
692 720 871 to 0 900	702 128 306 to 8 400	709 733 281 to 3 580	720 227 949 to 7 960
692 876 955 to 7 050	702 179 891 to 9 900	710 046 813 to 6 840	720 368 543 to 8 570
693 290 380 to 0 400	702 260 751 to 0 850	710 358 093 to 8 166	720 392 151 to 2 570
693 290 426 to 0 450	702 410 595 to 1 050	710 358 257 to 8 270	720 556 491 to 6 640
694 063 700 to 3 897	702 660 151 to 0 540	711 021 501 to 1 510	720 558 621 to 8 650
694 063 900 to 4 000	702 723 429 to 3 450	711 049 411 to 9 560	720 575 361 to 5 570
694 550 501 to 0 530	703 004 401 to 4 820	711 408 045 to 8 090	720 590 152 to 0 179
694 595 031 to 5 050	703 083 819 to 4 020	712 003 381 to 3 650	721 638 331 to 9 170
694 595 087 to 5 300	703 432 131 to 2 230	712 104 220 to 4 230	721 815 391 to 5 420
694 698 551 to 8 650	703 626 061 to 6 090	712 327 861 to 7 890	721 969 713 to 9 740
694 745 458 to 5 600	703 863 121 to 3 240	712 327 952 to 7 980	722 072 137 to 2 160
695 105 313 to 5 350	703 863 477 to 3 540	712 647 061 to 7 090	722 378 265 to 8 280
695 142 809 to 3 050	703 867 801 to 7 980	713 284 171 to 4 260	722 413 990 to 4 004
695 144 666 to 4 700	704 030 628 to 0 640	713 292 871 to 2 990	722 764 948 to 4 980
695 272 601 to 2 750	704 154 024 to 4 120	714 035 101 to 5 160	722 825 840 to 5 889
695 277 576 to 7 650	704 227 561 to 7 829	714 155 011 to 5 400	723 153 841 to 3 850
695 530 761 to 0 800	704 227 831 to 8 069	714 328 231 to 8 440	723 237 616 to 7 630
696 487 701 to 7 800	704 228 071 to 8 100	714 442 952 to 2 980	723 331 081 to 1 110
696 784 101 to 4 550	704 420 344 to 0 490	714 442 952 to 2 980	723 331 081 to 1 110
696 870 601 to 0 650	704 420 344 to 0 490	714 562 843 to 2 860	723 496 443 to 6 470
697 047 501 to 7 600	704 568 751 to 8 990	714 590 391 to 0 430	723 967 291 to 7 320
697 052 101 to 2 350	704 965 301 to 5 770	714 609 811 to 9 930	724 655 196 to 5 340
697 217 251 to 7 400	705 116 780 to 6 790	714 609 961 to 9 990	724 711 441 to 1 500
697 249 952 to 50 050	705 280 801 to 0 980	714 807 181 to 7 240	724 711 538 to 1 560
697 414 886 to 4 900	705 475 651 to 6 040	714 871 321 to 1 500	724 793 221 to 3 250
697 469 606 to 9 700	705 566 127 to 6 280	714 928 529 to 8 590	724 908 109 to 8 120
697 850 401 to 0 750	705 740 581 to 0 730	715 128 183 to 8 330	724 937 461 to 7 670
698 098 446 to 8 550	705 782 796 to 2 820	715 144 171 to 4 470	725 163 118 to 3 151
698 300 251 to 0 300	705 822 271 to 2 480	715 197 211 to 7 570	725 202 735 to 2 750
698 504 383 to 4 650	706 180 148 to 0 290	715 595 910 to 6 180	725 398 591 to 8 800
698 533 927 to 4 200	706 184 041 to 4 220	715 941 781 to 1 810	725 464 591 to 4 920
698 562 268 to 2 400	706 357 861 to 8 190	715 962 421 to 2 480	725 475 321 to 5 330
699 090 686 to 0 750	706 382 419 to 2 430	716 477 396 to 7 430	725 711 057 to 1 070
699 752 699 to 2 850	706 628 735 to 8 820	716 556 635 to 6 660	725 738 581 to 8 730
700 068 473 to 8 500	706 638 211 to 8 420	717 191 648 to 1 690	725 981 311 to 1 430
700 161 501 to 1 650	706 817 959 to 8 000	717 193 161 to 3 490	725 987 835 to 7 880
700 202 522 to 2 700	707 034 391 to 4 450	717 228 591 to 8 680	726 060 811 to 0 900
700 290 275 to 0 300	707 292 636 to 2 660	717 333 902 to 3 950	726 391 970 to 2 520
700 465 730 to 5 750	707 441 401 to 1 687	717 739 745 to 9 910	726 484 771 to 4 800
700 561 444 to 1 550	707 441 836 to 1 940	717 884 991 to 5 050	726 493 351 to 5 300
701 423 101 to 3 150	707 958 541 to 8 570	718 026 171 to 6 290	726 504 031 to 4 063
701 625 469 to 5 550	707 960 107 to 0 160	718 466 370 to 6 420	726 504 070 to 4 090
701 643 829 to 3 850	708 059 941 to 60 000	718 568 451 to 8 479	726 504 331 to 4 390
701 945 451 to 5 500	708 115 830 to 5 860	718 590 741 to 0 770	726 563 701 to 4 060
702 033 701 to 4 050	708 116 251 to 6 310	718 714 210 to 4 370	726 599 371 to 9 460
702 051 501 to 1 750	708 138 301 to 8 480	718 795 881 to 6 000	726 626 356 to 6 370
702 053 601 to 3 800	709 222 591 to 2 920	718 961 721 to 1 780	727 182 271 to 2 510
	709 243 479 to 3 500	718 982 001 to 2 300	727 416 181 to 6 240
	709 411 171 to 1 320	719 869 731 to 9 760	727 481 431 to 1 460

727 749 241	to	9 780	735 803 401	to	3 430	744 499 591	to	9 680	756 876 031	to	6 120
728 382 331	to	2 480	736 005 420	to	5 440	744 626 901	to	6 910	756 876 151	to	6 240
728 702 338	to	2 400	736 366 021	to	6 110	745 388 794	to	8 910	756 970 129	to	0 140
728 915 371	to	5 850	736 624 456	to	4 500	746 446 806	to	6 820	757 059 613	to	9 630
728 953 141	to	3 410	736 670 851	to	1 060	746 818 351	to	8 410	757 078 540	to	8 560
728 954 280	to	4 310	736 767 061	to	7 090	747 245 266	to	5 280	757 086 209	to	6 240
729 169 081	to	9 140	736 767 093	to	7 120	747 364 813	to	4 830	757 240 591	to	0 650
729 363 841	to	3 870	736 982 191	to	2 370	747 501 434	to	1 450	757 277 371	to	7 700
729 682 891	to	3 190	736 982 551	to	2 730	747 739 891	to	0 070	757 291 591	to	2 730
729 838 940	to	9 070	737 110 141	to	0 170	748 148 649	to	8 760	757 964 251	to	4 280
729 839 101	to	9 130	737 185 501	to	5 710	748 259 960	to	9 970	758 067 001	to	7 090
730 077 683	to	7 840	737 317 321	to	7 350	748 565 162	to	5 280	758 105 221	to	5 250
730 109 847	to	9 880	737 517 781	to	7 840	748 874 988	to	5 030	758 324 941	to	5 000
730 373 761	to	3 850	737 628 181	to	8 210	749 137 381	to	7 410	758 593 628	to	3 650
730 501 951	to	2 130	737 634 258	to	4 270	749 190 192	to	0 210	758 709 038	to	9 060
730 519 379	to	9 470	738 361 971	to	1 980	749 685 421	to	5 450	758 744 101	to	4 160
730 569 278	to	9 360	738 447 601	to	7 660	749 846 791	to	6 850	758 850 883	to	0 900
730 711 711	to	1 740	738 648 355	to	8 450	749 993 131	to	3 580	758 860 951	to	1 550
730 722 991	to	3 230	738 849 811	to	9 900	750 071 587	to	1 610	759 152 851	to	2 880
730 845 970	to	5 990	738 892 270	to	2 290	750 408 167	to	8 183	759 740 941	to	1 090
730 888 291	to	8 320	738 997 259	to	7 380	750 438 421	to	8 501	760 004 596	to	4 610
730 927 591	to	7 680	739 161 451	to	1 540	750 743 911	to	4 030	760 118 191	to	8 250
731 307 914	to	7 930	739 219 381	to	9 440	750 779 118	to	9 400	760 155 001	to	5 090
731 402 431	to	2 460	739 740 151	to	0 180	750 910 981	to	1 010	760 378 002	to	8 020
731 407 232	to	7 320	739 793 491	to	3 520	750 960 841	to	0 900	760 692 722	to	2 749
731 588 301	to	8 340	739 793 527	to	3 550	751 296 211	to	6 240	761 055 460	to	5 480
731 767 273	to	7 320	739 942 621	to	2 650	751 539 121	to	9 180	761 169 781	to	9 810
731 781 061	to	1 120	739 999 231	to	9 320	751 541 311	to	1 790	761 504 941	to	5 120
731 837 821	to	7 910	740 011 517	to	1 530	751 757 641	to	7 700	761 516 836	to	6 910
731 841 377	to	1 450	740 030 701	to	0 970	751 936 951	to	7 010	761 613 588	to	3 600
732 018 481	to	8 600	740 261 740	to	1 820	751 951 861	to	1 890	761 688 631	to	8 690
732 067 972	to	8 370	740 265 811	to	6 290	751 999 021	to	9 110	761 805 199	to	5 240
732 188 649	to	8 670	740 299 111	to	9 170	752 139 516	to	9 570	761 826 106	to	6 120
732 193 460	to	3 470	740 299 231	to	9 260	752 182 892	to	2 950	761 881 171	to	1 560
732 201 241	to	1 390	740 329 266	to	9 320	752 206 861	to	7 100	761 975 641	to	5 670
732 220 431	to	0 440	740 889 081	to	9 090	752 295 241	to	5 600	761 975 886	to	5 895
732 355 201	to	5 380	741 010 421	to	0 530	752 731 351	to	1 410	762 304 144	to	4 170
732 472 320	to	2 560	741 113 041	to	3 370	752 767 441	to	7 470	762 324 931	to	4 960
732 541 605	to	1 620	741 373 891	to	4 340	753 008 941	to	9 030	762 439 261	to	9 290
732 572 221	to	2 490	741 452 369	to	2 490	753 194 311	to	4 370	762 524 158	to	4 220
732 586 479	to	6 710	741 492 991	to	3 140	753 620 378	to	0 400	762 584 872	to	4 970
732 994 037	to	4 080	741 553 460	to	3 470	754 013 917	to	3 940	762 593 431	to	3 460
733 163 449	to	3 460	741 764 431	to	4 520	754 161 061	to	1 120	763 155 160	to	5 180
733 297 171	to	7 290	742 178 834	to	8 880	754 358 445	to	8 610	763 178 631	to	8 660
733 446 631	to	7 110	742 325 500	to	5 520	754 410 451	to	0 660	763 506 001	to	6 060
733 474 665	to	4 770	742 325 668	to	5 700	754 438 393	to	8 410	763 522 141	to	2 470
733 704 482	to	4 570	742 408 771	to	8 830	754 493 109	to	3 130	763 717 694	to	7 800
733 751 041	to	1 130	742 512 120	to	2 150	754 664 182	to	4 220	763 826 461	to	6 520
734 009 101	to	9 130	742 684 849	to	4 890	754 816 377	to	6 470	763 900 460	to	0 471
734 290 759	to	0 770	742 839 553	to	9 630	755 487 421	to	7 600	763 900 479	to	0 530
734 389 273	to	9 290	742 913 668	to	3 700	755 592 901	to	3 140	763 917 271	to	7 750
734 440 031	to	0 111	742 917 287	to	7 296	755 790 020	to	0 030	764 125 801	to	5 860
734 797 201	to	7 320	742 921 891	to	1 980	755 791 730	to	1 800	764 284 525	to	4 560
734 939 611	to	9 640	742 983 631	to	3 810	755 926 951	to	7 070	764 526 241	to	6 330
734 950 111	to	0 170	743 020 021	to	0 170	755 934 332	to	4 510	764 601 421	to	1 600
735 120 331	to	0 840	743 206 491	to	6 500	755 957 701	to	8 000	764 650 231	to	0 470
735 283 008	to	3 020	743 235 992	to	6 050	755 962 981	to	3 280	764 984 371	to	4 850
735 293 131	to	3 220	743 940 631	to	0 900	756 035 371	to	5 490	765 003 667	to	3 680
735 635 010	to	5 040	743 978 011	to	8 070	756 301 257	to	1 290	765 042 517	to	2 540
735 783 961	to	3 990	744 234 751	to	4 780	756 371 565	to	1 580	765 194 728	to	4 970

765 387 365	to	7 450	773 112 031	to	2 060	777 810 309	to	0 330	783 663 991	to	4 050
765 541 801	to	2 100	773 125 387	to	5 410	778 049 651	to	9 670	783 739 838	to	0 280
765 638 461	to	8 970	773 179 320	to	9 410	778 106 225	to	6 310	784 142 598	to	2 610
765 647 101	to	7 190	773 202 989	to	3 140	778 218 730	to	8 780	784 380 061	to	0 090
765 813 781	to	4 029	773 208 991	to	9 290	778 251 871	to	1 930	784 507 591	to	7 740
765 879 314	to	9 390	773 231 311	to	1 340	778 286 911	to	6 940	784 507 759	to	7 860
765 954 001	to	4 030	773 348 739	to	8 940	778 328 699	to	8 730	784 913 509	to	3 531
766 120 286	to	0 320	773 575 891	to	5 950	778 567 471	to	7 860	785 429 491	to	9 520
766 125 716	to	5 750	773 852 971	to	3 030	778 570 771	to	0 830	785 989 351	to	9 440
766 158 824	to	8 840	773 858 011	to	8 100	778 699 096	to	9 110	786 036 450	to	6 480
766 388 433	to	8 460	773 892 721	to	7 190	778 779 471	to	9 480	786 111 854	to	1 930
766 509 421	to	9 660	773 958 061	to	8 660	779 146 205	to	6 230	786 510 527	to	0 540
766 572 901	to	3 020	774 101 148	to	1 190	779 233 681	to	3 710	786 510 571	to	0 600
766 748 500	to	8 521	774 107 161	to	7 190	779 316 961	to	7 200	786 676 937	to	6 980
767 024 341	to	4 370	774 177 226	to	7 270	779 339 221	to	9 400	786 730 831	to	0 920
767 326 471	to	6 590	774 279 481	to	9 810	779 702 191	to	2 250	786 743 671	to	3 700
767 332 561	to	2 950	774 408 399	to	8 420	779 994 001	to	4 090	786 743 711	to	3 730
768 009 841	to	9 960	774 431 821	to	2 450	780 103 591 to 3 650			786 854 491	to	4 550
768 011 489	to	1 520	774 510 451	to	0 780	780 533 288	to	3 310	786 977 256	to	7 461
768 177 980	to	7 990	774 652 981	to	3 010	780 625 208	to	5 920	787 158 121	to	8 390
768 391 081	to	1 170	774 778 981	to	9 040	780 711 345	to	1 540	787 325 701	to	5 910
768 661 569	to	1 650	774 867 481	to	7 510	780 778 894	to	8 920	787 493 281	to	3 340
769 000 051	to	0 080	774 867 515	to	7 540	780 865 851	to	5 920	787 793 816	to	3 880
769 050 841	to	0 900	774 934 275	to	4 290	780 873 421	to	3 450	787 822 428	to	2 440
769 159 081	to	9 178	774 961 261	to	1 290	781 141 891	to	1 980	787 887 881	to	7 901
769 737 496	to	7 510	775 106 223	to	6 235	781 238 697	to	8 730	788 326 339	to	6 380
769 778 491	to	8 730	775 106 237	to	6 248	781 503 151	to	3 180	788 403 671	to	3 690
769 827 331	to	7 450	775 331 515	to	1 550	781 518 818	to	8 840	788 815 771	to	5 860
770 216 071 to 6 100			775 444 210	to	4 230	781 624 126	to	4 200	789 044 014	to	4 100
770 723 281	to	3 400	775 579 301	to	9 320	781 679 221	to	9 340	790 209 421 to 9 480		
770 790 451	to	0 480	775 622 683	to	2 760	781 723 771	to	3 890	790 911 883	to	1 900
770 915 150	to	5 490	776 144 621	to	4 670	781 723 964	to	3 990	791 057 441	to	7 550
771 455 551	to	5 610	776 154 010	to	4 060	781 761 391	to	1 720	791 239 081	to	9 290
771 609 661	to	9 690	777 561 631	to	2 080	781 878 721	to	9 020	791 374 483	to	4 500
771 932 551	to	2 580	776 657 371	to	7 490	782 424 840	to	4 900	791 387 971	to	8 030
772 057 224	to	7 440	776 817 421	to	7 450	782 939 821	to	9 850	791 447 521	to	7 850
772 162 660	to	3 070	776 951 225	to	1 250	782 985 347	to	5 360	791 451 151	to	1 240
772 718 615	to	8 640	777 141 601	to	2 140	783 063 631	to	3 690	791 500 009	to	0 470
772 940 140	to	0 160	777 297 421	to	7 510	783 578 101	to	8 130	791 771 431	to	1 490
772 970 886	to	0 940	777 621 721	to	1 750	783 578 143	to	8 160	792 018 379	to	8 420
773 009 419	to	9 430									

— Group2—Internal and External Investigations,
Postal Inspection Service, 9-18-03

Counterfeit 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	

— Group2—Internal and External Investigations,
Postal Inspection Service, 9-18-03

Toll-Free Number Available to Verify Canadian Money Orders

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

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

— Group2—Internal and External Investigations,
Postal Inspection Service, 9-18-03



October is National
Stamp Collecting Month!



©2003 United States Postal Service
SF-03-COZ-CM-480
Government

New Stamps

Mary Cassatt

Available in August

Early Football Heroes

Available in August

Roy Acuff

Available in September

Reptiles and Amphibians

Available in October

All stamps are self-adhesive. Available at participating locations while supplies last.

Overseas Military Mail

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

Acceptance clerks should use the table with the integrated retail terminal (IRT) or POS ONE terminal to determine which APO/FPO ZIP Codes are active and

which conditions of mailing apply. **Acceptance clerks may contact the Military Postal Service Agency with any questions regarding APO/FPO ZIP Codes, toll free, at 800-810-6098, Monday–Friday, 0730–1630.**

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

The entries under “Changes” appear in bold in the APO/FPO table below.

Changes

APO/FPO	Action	Effective Date	See Restrictions
APO AE 09303	Add N, M	Immediately	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-U2-V-Z1
APO AE 09321	Add C1, Delete N	Immediately	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
APO AE 09397	Add I,Z,Z1 Delete X	Immediately	A-A1-B-B1-C-F-I-M-N-V-Z-Z1

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

APO/FPO Table

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09007	A1-B-B1-C-D-U	09089	A1-B-B1-C-D-U	09169	A1-B-B1-C-D-U	09267	A1-B-B1-C-D-U
09009	A1-B-B1-C-D-U	09090	A1-B-B1-C-D-U	09172	A1-B-B1-C-D-U	09301	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09012	A1-B-B1-C-D-U	09094	A1-B-B1-C-D	09173	A1-B-B1-C-D-U	09302	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1
09013	A1-B-B1-C-D-U-Z1	09095	A1-B-B1-C-D-U	09175	A1-B-B1-C-D-U	09303	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-U2-V-Z1
09014	A1-B-B1-C-D-U	09096	A1-B-B1-C-D-U	09177	A1-B-B1-C-D-U	09304	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1
09021	A1-B-B1-C-D-U	09098	A1-B-B1-C-D-U	09180	A1-B-B1-C-D-U	09305	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1
09028	A1-B-B1-C-D-U	09099	A1-B-B1-C-D-U	09182	A1-B-B1-C-D-U	09306	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09031	A1-B-B1-C-D-U	09100	A1-B-B1-C-D-U	09183	A1-B-B1-C-D-U	09307	A1-B-B1-V-Z1
09033	A1-B-B1-C-D-U	09102	A1-B-B1-C-D-U	09185	A1-B-B1-C-D-U	09308	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09034	A1-B-B1-C-D-U	09103	A1-B-B1-D-U	09186	A1-B-B1-C-D-U	09309	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09036	A1-B-B1-C-D-U	09104	A1-B-B1-C-D-U	09211	A1-B-B1-C-D-U	09311	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09042	A1-B-B1-C-D-U	09107	A1-B-B1-C-D-U	09212	A1-B-B1-C-D-U-V	09314	A-A1-B-B1-C-F-M-N-V-X-Z1
09045	A1-B-B1-C-D-U	09110	A1-B-B1-C-D-U	09213	A1-B-B1-C-D-U	09315	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-V-Z1
09046	A1-B-B1-C-D-U	09112	A1-B-B1-C-D-U	09214	A1-B-B1-C-D-U	09318	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09050	A1-B-B1-C-D-U	09114	A1-B-B1-C-D-U	09225	A1-B-B1-C-D-U	09320	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09053	A1-B-B1-C-D-U	09123	A1-B-B1-C-D-U	09226	A1-B-B1-C-D-U	09321	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09054	A1-B-B1-C-D-U	09126	A1-B-B1-C-D	09227	A1-B-B1-C-D-U		
09056	A1-B-B1-C-D-U	09128	A1-B-B1-C-D-U	09229	A1-B-B1-C-D-U		
09058	A1-B-B1-C-D-U	09131	A1-B-B1-C-D-U	09237	A1-B-B1-C-D-U-V		
09059	A1-B-B1-C-D-U	09136	A1-B-B1-C-D	09244	A1-B-B1-C-D-U		
09060	A1-B-B1-C-D-U	09137	A1-B-B1-C-D-U	09245	A1-B-B1-C-D-U		
09063	A1-B-B1-C-D-L-U	09138	A1-B-B1-C-D-U	09250	A1-B-B1-C-D-U		
09067	A1-B-B1-C-D-U	09139	A1-B-B1-C-D-U	09252	A1-B-B1-C-D-U		
09069	A1-B-B1-C-D-U	09140	A1-B-B1-C-D-U	09261	A1-B-B1-C-D-U		
09074	A1-B-B1-C-D-U	09142	A1-B-B1-C-D-U	09262	A1-B-B1-C-D-U		
09076	A1-B-B1-C-D-U	09143	A1-B-B1-C-D-U	09263	A1-B-B1-C-D-U		
09080	A1-B-B1-C-D-U	09154	A1-B-B1-C-D-U	09264	A1-B-B1-C-D-U		
09081	A1-B-B1-C-D-U	09165	A1-B-B1-C-D-U	09265	A1-B-B1-C-D-N-U		
09086	A1-B-B1-C-D-U	09166	A1-B-B1-C-D-U	09266	A1-B-B1-C-D-U		

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09322	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09356	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09420	A1-B-B1-C-C1-U	09588	A1-B-V
09323	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09357	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09421	A1-B-B1-C-C1-U	09589	A1-B-B1-V
09324	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09358	A-A1-B-B1-E2-F-H1-N-R-V-Z1	09447	A1-B-B1-C-C1-U-V	09590	A1-B-V
09325	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09359	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09454	A1-B-B1-C-C1-U-V	09591	A1-B-V
09326	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09360	A1-B-B1-V	09456	A1-B-B1-C-C1-U	09593	A1-B-V
09327	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09361	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09459	A1-B-B1-C-C1-U	09594	A1-B-V
09328	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09363	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09461	A1-B-B1-C-C1-U	09595	A1-B-V
09329	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09365	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09463	A1-B-B1-C-C1-U	09596	A1-B-V
09330	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09366	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09464	A1-B-B1-C-C1-U	09599	A1-B-V
09331	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09368	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09468	A1-B-B1-C-C1-U	09601	A1-B-B1-C-F-F1-U
09332	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09372	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09469	A1-B-B1-C-C1-U	09602	A1-B-B1-C-F-F1-N-U
09333	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09375	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09470	A1-B-B1-C-C1-U	09603	A1-B-B1-C-F-F1-U
09334	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09376	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09494	A1-B-B1-C-C1-U	09604	A1-B-B1-C-F-F1-U
09335	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09377	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09496	A1-B-B1-C-C1-U-V	09609	A1-B-B1-C-F-U
09336	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09378	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09498	A1-B-B1-C-C1-U	09610	A1-B-B1-C-F-U
09337	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V- Z1	09379	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09499	A1-B-B1-C-C1-U	09612	A1-B-B1-C-F-U
09338	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09383	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09501	A1-B-V	09613	A1-B-B1-C-F-U-V
09339	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09384	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09502	A1-B-V	09617	A1-B-B1-C-F-U
09340	A-A1-B-B1-C1-F-R-V	09385	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-V-Z-Z1	09503	A1-B-V	09618	A1-B-B1-C-F-U
09342	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09386	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-V-Z-Z1	09504	A1-B-V	09619	A1-B-B1-C-F-U
09344	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09387	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-V-Z-Z1	09505	A1-B-V	09620	A1-B-B1-C-F-U
09345	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09388	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-V-Z-Z1	09506	A1-B-V	09621	A1-B-B1-C-F-U
09346	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09389	A-A1-B-B1-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1	09507	A1-B-V	09622	A1-B-B1-C-F-U
09347	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z-Z1	09390	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09508	A1-B-V	09623	A1-B-B1-C-F-U
09348	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09391	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09509	A1-B-V	09624	A1-B-B1-C-F-U
09349	A-A1-B-B1-C-C1-D-E2-F-F1-H-I-M-N-R-R1-V-Z-Z1	09392	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-V-Z-Z1	09510	A1-B-V	09625	A1-B-B1-C-F-U
09351	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09393	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09511	A1-B- V	09626	A1-B-B1-C-F-U
09353	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09394	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09517	A1-B-V	09627	A1-B-B1-C-F-U
09354	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09397 A-A1-B-B1-C-F-I-M-N-V-Z-Z1		09521	A1-B-V	09628	A1-B-B1-C-F-F1-U-V
09355	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09399	A-A1-B-B1-C-F-M-V-Z1	09524	A1-B-V	09630	A1-B-B1-C-F-U-V
		09409	A1-B-B1-C-C1-U-V	09532	A1-B-V	09631	A1-B-B1-C-F-U
				09534	A1-B-V	09636	A1-B-B1-C-F-U
				09542	A1-B-V	09638	A1-B-B1-C-E2-F-U-V
				09543	A1-B-V	09642	A1-B-B1-N-U
				09545	A1-B-V	09643	A1-B-B1-U
				09549	A1-B-V	09644	A1-B-B1-U
				09550	A1-B-V	09645	A1-B-U
				09554	A1-B-B1-V	09647	A1-B-B1-N-U
				09556	A1-B-V	09648	A1-B-B1-N-U-V-Z1
				09557	A1-B-V	09649	A1-B-B1-U
				09564	A1-B-V	09703	A1-B-B1-C-F1
				09565	A1-B-V	09704	A1-B-B1-C-D-V
				09566	A1-B-V	09705	A1-B-B1-U
				09567	A1-B-V	09706	A1-B-B1-C-U-V
				09568	A1-B-V	09707	A1-B-B1-C-N-U-V
				09569	A1-B-V	09708	A1-B-B1
				09570	A1-B-V	09709	A1-B-B1-F1
				09573	A1-B-V	09710	A1-B-B1-C-C1-F1-M-R-R1-U
				09574	A1-B-V	09711	A1-B-B1-F1-Z1
				09575	A1-B-V	09713	A1-B-B1-C-F1
				09576	A1-B-V	09714	A1-B-B1-C-C1-F1-M-R-R1-U
				09577	A1-B-V	09715	A1-B-B1-F1
				09578	A1-B-V	09716	A1-B-B1-C-D-N-U-V
				09579	A1-B-V	09717	A1-B-B1-M-W
				09581	A1-B-V	09718	A1-B-B1-F-I-N-U-V
				09582	A1-B-V	09719	A1-B-B1-C-F1-V
				09586	A1-B-V		
				09587	A1-B-V		

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09720	A1-B-B1-U-V	09838	A1-B-B1-V-Z1	34071	A1-B-I-M-N-V-Z	96337	A1-B-B1-M-W
09721	A1-B-B1-N-U-V-Z1	09839	A-A1-B-B1-U-V-Z1	34076	A1-B-B1-F1-N-V-Z1	96338	A1-B-B1-M-W
09722	A1-B-B1-C-D-N-U-V	09841	A-A1-B-B1-N-U-Z1	34078	A1-B-B1-F1-N-V-Z1	96339	A1-B-B1-M-V-W
09723	A1-B-B1-N-U-V-Z1	09842	A-A1-B-B1-Z1	34079	A1-B-B1-F1-N-V-Z1	96343	A1-B-B1-M-W
09724	A1-B-B1-C-C1-F1-M-R-R1-U	09844	A-A1-B-B1-U-V-Z1	34090	A1-B-V	96347	A1-B-B1-F-F1-F2-M-W
09725	A1-B-B1-C	09852	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	34091	A1-B-V	96348	A1-B-B1-F-F1-F2-M-W
09726	A1-B-B1-N-U	09853	A1-B-B1-E2-F-H1-R-R1-U2-V-Z1	34092	A1-B-V	96349	A1-B-B1-F-F1-F2-M-W
09728	A1-B-B1-C	09855	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	34093	A1-B-V	96350	A1-B-B1-F-F1-F2-M-W
09729	A1-B-B1-N-U-V	09858	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	34095	A1-B-V	96351	A1-B-B1-F-F1-F2-M-W
09732	A1-B-B1-N-V-Z1	09865	A-A1-B-B1-V-Z1	34098	A1-B-V	96362	A1-B-B1-F-F1-F2-M-W
09733	A1-B-B1-V	09868	A-A1-B-B1-U-V-Z1	34099	A1-B-V	96365	A1-B-B1-M-V-W
09735	A1-B-B1-N-V-Z1	09871	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-X-Z1	96201	A-A1-B	96367	A1-B-B1-L-M-W
09777	A-A1-B-B1-C-E1-N	09880	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	96202	A-A1-B1-U-V	96368	A1-B-B1-M-W
09788	A-A1-B-B1-F-R-V	09888	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	96203	A-A1-B	96370	A1-B-B1-F-F1-F2-M-W
09779	A-A1-B-B1-F-R-V	09889	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	96204	A-A1-B-B1	96372	A1-B-B1-M-W
09780	A-A1-B-B1-F-R-V	09890	A1-B-B1-E2-F-H1-R-R1-U2-V-Z1	96205	A-A1-B-B1-U	96373	A1-B-B1-M-W
09789	A-A1-B-B1-F-R-V	09892	A-A1-B-B1-F-N-R-R1-V-Z1	96206	A-A1-B-B1-U	96374	A1-B-B1-M-W
09790	A-A1-B-B1-C1-F-R-V	09898	A1-B-B1-E2-F-H1-R-R1-U2-V-Z1	96207	A-A1-B-B1-V	96375	A1-B-B1-M-W
09791	A-A1-B-B1-C1-E1-F-M-N-R-V	34002	A1-B-B1-N-U-Z1	96208	A-A1-B-B1-U	96376	A1-B-B1-M-W
09793	A-A1-B-B1-F-R-V	34020	A1-B-B1-M-N-V-Z1	96212	A-A1-B-B1-U	96377	A1-B-B1-M-W
09797	A1-B-B1-C-D-P-V	34021	A1-B-M-N-V-Z1	96213	A-A1-B-B1-U	96378	A1-B-B1-M-W
09801	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	34022	A1-B-B1-D-F-M-N-V-Z1	96214	A-A1-B-B1-U	96379	A1-B-B1-M-W
09802	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-V-Z-Z1	34023	A1-B-B1-M-N-V-Z1	96215	A-A1-B-B1-U-V	96384	A1-B-B1-M-W
09803	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	34024	A1-B-B1-M-N-V-Z1	96217	A-A1-B-B1-U-V	96386	A1-B-B1-M-W
09806	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	34025	A1-B-B1-F-N-U-V-Z1	96218	A-A1-B-B1-U	96387	A1-B-B1-M-W
09807	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	34030	A1-B-B1-M-N-V-Z1	96219	A-A1-B-B1-U-V	96388	A1-B-B1-M-W
09808	A-A1-B-B1-C-C1-F-I-V-Z-Z1	34031	A1-B-B1-M-N-V-Z1	96220	A-A1-B-B1-U-V	96401	A1-B-B1-F-N-V-Z1
09809	A1-B-B1-E2-E3-F-H1-R-R1-U1-V-Z1	34032	A1-B-M-N-V-Z1	96221	A-A1-B-B1-U-V	96426	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1
09811	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	34033	A1-B-C-F-M-N-V-Z1	96224	A-A1-B-B1-U		
09812	A1-B-B1-E2-E3-F-F1-I-N-R-U-V-Z-Z1	34034	A1-B-B1-M-N-V-Z1	96251	A-A1-B-B1-U		
09814	A1-B-B1-E2-E3-F-F1-I-N-R-U-V-Z-Z1	34035	A1-B-B1-H-M-N-V-Z1	96257	A-A1-B-B1-U	96427	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1
09819	A-A1-B-F-P-V-Z1	34036	A1-B-M-N-V-Z1	96258	A-A1-B-B1-U		
09821	A-A1-B-F-V-Z1	34037	A1-B-B1-C-F-H-I-M-N-V-Z-Z1	96259	A-A1-B-B1-U	96490	A1-B-B1-V
09822	A-A1-B-F-V-Z1	34038	A1-B-B1-M-N-V-Z1	96260	A-A1-B-B1-U	96507	A-A1-B-F-V
09823	A-A1-B-F-V-Z1	34039	A1-B-N-V-Z1	96264	A-A1-B-B1-U	96511	A1-B-B1-I-N-V
09824	A-A1-B-F-V-Z1	34040	A1-B-V-Z1	96266	A-A1-B-B1-U	96515	A1-B-B1-F
09827	A-A1-B-F-Z1	34041	A1-B-B1-M-N-U-V-Z1	96267	A-A1-B-B1-U-V	96517	A1-B-B1-F-U3-V
09828	A1-B-N-V-Z1	34042	A1-B-B1-D-F-M-N-V-Z1	96269	A-A1-B-B1-U	96518	A1-B-B1-V
09830	A1-B-B1-C-N-Z1	34043	A1-B-B1-D-F-M-N-V-Z1	96271	A-A1-B-B1-U	96520	A1-B-F-U3-V
09831	A1-B-B1-F-N-U-V-Z1	34050	A1-B-V	96275	A-A1-B-B1-V	96521	A1-B-F-N
09832	A-B-B1-U1-V-Z1	34051	A1-B-V-Z1	96276	A-A1-B-B1	96522	A1-B-F-N-U
09833	A1-B-B1-U1-V-Z1	34053	A1-B-V-Z1	96278	A-A1-B-B1-U	96530	A-A1-B-B1-H-M-N-U-V
09834	A1-B-B1-V-Z1	34055	A1-B-N-V-Z1	96283	A-A1-B-B1-U	96531	A1-B-B1-H-M-U-V
09835	A-A1-B-B1-V-Z1	34058	A1-B-B1-V-Z1	96284	A-A1-B-B1-U-V	96534	A-A1-B-F
09836	A-A1-B-B1-C-F-M-V-Z1			96297	A-A1-B-B1-U	96535	A-A1-B-B1-F-V
09837	A1-B-B1-V-Z1			96306	A1-B-B1-F-F1-F2-M-W	96536	A1-B-B1-V
				96309	A1-B-B1-M-V-W	96537	A1-B-B1-V
				96310	A1-B-B1-M-W	96538	A1-B-B1-V
				96311	A1-B-B1-M-W	96540	A1-B-B1-V
				96313	A1-B-B1-F-F1-F2-M-W	96541	A1-B-B1-V
				96319	A1-B-B1-M-W	96542	A1-B-B1-V
				96321	A1-B-B1-F-F1-F2-M-W	96543	A1-B-B1-P-V
				96322	A1-B-B1-F-F1-F2-M-W	96544	A1-B-F-U3-V
				96323	A1-B-B1-M-V-W	96546	A1-B-F-U3
				96326	A1-B-B1-M-W	96548	A-A1-B-B1-H-M-U
				96328	A1-B-B1-M-W	96549	A-A1-B-B1-H-M-U
				96330	A1-B-B1-M-W	96551	A-A1-B-B1-H-M-U
				96336	A1-B-B1-M-V-W		

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96553	A-A1-B-B1-H-M-N-U-V	96609	A1-B-V	96624	A1-B-V	96670	A1-B-V
96554	A-A1-B-B1-H-M-U	96610	A1-B-V	96628	A1-B-V	96671	A1-B-V
96555	A1-B-B1-F-M-V	96611	A1-B-V	96629	A1-B-V	96672	A1-B-V
96557	A1-B-B1-F-M-V	96612	A1-B-V	96634	A1-B-V	96673	A1-B-V
96558	A1-B-V	96613	A-A1-B-B1-C1-E2-F- H1-I-M-R-R1-U2-V-Z- Z1	96635	A1-B-V	96674	A1-B-V
96595	A1-B-B1-V			96643	A1-B-V	96675	A1-B-V
96598	A1-B-B1-V	96614	A-A1-B-B1-C1-E2-F- H1-I-M-R-R1-U2-V-Z- Z1	96657	A1-B-V	96677	A1-B-V
96599	A1-B-B1-V			96660	A1-B-V	96678	A1-B-V
96601	A1-B-V			96661	A1-B-V	96679	A1-B-V
96602	A1-B-V	96615	A1-B-V	96662	A1-B-V	96681	A1-B-V
96603	A1-B-V	96617	A1-B-V	96663	A1-B-V	96682	A1-B-V
96604	A1-B-V	96619	A1-B-V	96664	A1-B-V	96683	A1-B-V
96605	A1-B-O-V	96620	A1-B-V	96665	A1-B-V	96684	A1-B-V
96606	A1-B-V	96621	A1-B-V	96666	A1-B-V	96686	A1-B-V
96607	A1-B-V	96622	A1-B-V	96667	A1-B-V	96687	A1-B-V
96608	A1-B-V	96623	A1-B-V	96668	A1-B-V	96698	A1-B-V
				96669	A1-B-V		

RESTRICTIONS

LEGEND

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

PS Form 2976-A, *Customs Declaration and Dispatch Note*

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

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

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

A1. Mail addressed to "Any Servicemember," or similar wording such as "Any Soldier," "Sailor," "Airman," or "Marine"; "Military Mail"; etc., is prohibited. Mail must be addressed to an individual or job title such as "Commander," "Commanding Officer," etc.

B. PS 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 nondutiable 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. PS 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 depicting nude or seminude persons, pornographic or sexual items, or nonauthorized political materials is prohibited. Although religious materials contrary to the Islamic faith are prohibited in bulk quantities, items for the personal use of the addressee are permissible.

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

F. Firearms of any type are prohibited in all classes of mail. See definitions of firearms in DMM C024.1.1C. This restriction does not apply to firearms mailed to or by official U.S. government agencies. The restriction for mail to this APO/FPO ZIP Code does not apply to firearms mailed from this APO/FPO ZIP Code, provided ATF and USPS regulations are met. Antique firearms are a separate category defined in DMM C024.2.0 and ATF regulations; they do not require an ATF form.

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

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

G. Only First-Class Mail letters, Periodicals, and Standard Mail items 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 items 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 Mail letters only when addressed to Box R.

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

V. Express Mail Military Service (EMMS) not available from any origin.

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

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

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

Z. No outside pieces (OSPs).

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

— *International Network Operations,
Network Operations Management, 9-18-03*

Envíos Internacionales



Global Priority Mail®

a partir de **\$4.00**

Diseñado para entrega en un periodo de 4 a 6 días laborables*

Global Express Mail™

a partir de **\$15.50**

Diseñado para entrega en un periodo de 3 a 5 días laborables*

Global Express Guaranteed™**

a partir de **\$24.00**
Documentos

a partir de **\$36.00**
Paquetes

*Diseñado para entrega en el número de días laborables especificado, dependiendo del lugar de origen y de destino.

**Algunas restricciones aplican. Pida los detalles de la garantía con devolución de su dinero, a un asociado de ventas.



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September 2003

Have You Seen Any of These Missing 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 persons, tell your Postal Service supervisor.



Joe Tarkington

Age progression to 6 years
Born: 6-24-96
Date Missing: 4-9-99
Missing From: Trinidad, TX



Samuel Tarkington

Age progression to 5 years
Born: 9-22-97
Date Missing: 4-9-99
Missing From: Trinidad, TX



Anna Cutler

Born: 10-27-88
Date Missing: 7-18-03
Missing From: Marlborough, MA



Rachael Daniels

Born: 12-28-87
Date Missing: 5-8-03
Missing From: Sacramento, CA



Hilary Arteaga

Born: 6-25-98
Date Missing: 8-17-03
Missing From: Garden Grove, CA



Zitlalit Arteaga

Born: 10-5-99
Date Missing: 8-17-03
Missing From: Garden Grove, CA

**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 (NCMEC).

In addition to *Postal Bulletin* updates, NCMEC distributes information via broadcast fax. Notification of newly reported missing children is sent to designated district "Missing Children" coordinators at fax numbers provided by district managers. Within 24 hours of receipt of a facsimile Missing Children poster, district coordinators should distribute copies to all Postal Service™ facilities in their districts. Missing Children posters are to be displayed for 30 days in Post Office lobbies, workroom floor areas, and other Postal Service facilities, unless notification is received (from NCMEC) to remove a particular poster sooner. The broadcast fax network is used to distribute posters and information in only the most urgent cases of missing and exploited children. This system supplements, but does not replace, the missing children information in this *Postal Bulletin*.

Missing Children posters are available to the U.S. Postal Service® only as described above. If Postal Service employees are contacted by individuals or local agencies about displaying a sign or poster of a missing child in local Post Offices, the individual or agency should be politely informed that the U.S. Postal Service displays only those posters provided by NCMEC, because it has been designated by the U.S. Department of Justice to be the national clearinghouse and resource center for missing and exploited children. The individual or agency should then be referred to NCMEC at 1-800-843-5678.

September 2003

Have You Seen Any of These Missing 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 persons, tell your Postal Service supervisor.



Jennifer Bautista
Age progression to 8 years
Born: 10-26-93
Date Missing: 2-9-97
Missing From: San Jose, CA



Stephanie Bautista
Age progression to 8 years
Born: 10-26-93
Date Missing: 2-9-97
Missing From: San Jose, CA



Zachary Buckley
Age progression to 11 years
Born: 4-23-91
Date Missing: 1-8-96
Missing From: Sarasota, FL



Rudy Delgadillo
Age progression to 8 years
Born: 12-29-93
Date Missing: 10-22-99
Missing From: Las Vegas, NV



Vanessa Delgadillo
Age progression to 10 years
Born: 3-21-92
Date Missing: 10-22-99
Missing From: Las Vegas, NV



Veronica Delgadillo
Age progression to 11 years
Born: 12-18-90
Date Missing: 10-22-99
Missing From: Las Vegas, NV

**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 (NCMEC).

In addition to *Postal Bulletin* updates, NCMEC distributes information via broadcast fax. Notification of newly reported missing children is sent to designated district "Missing Children" coordinators at fax numbers provided by district managers. Within 24 hours of receipt of a facsimile Missing Children poster, district coordinators should distribute copies to all Postal Service™ facilities in their districts. Missing Children posters are to be displayed for 30 days in Post Office lobbies, workroom floor areas, and other Postal Service facilities, unless notification is received (from NCMEC) to remove a particular poster sooner. The broadcast fax network is used to distribute posters and information in only the most urgent cases of missing and exploited children. This system supplements, but does not replace, the missing children information in this *Postal Bulletin*.

Missing Children posters are available to the U.S. Postal Service® only as described above. If Postal Service employees are contacted by individuals or local agencies about displaying a sign or poster of a missing child in local Post Offices, the individual or agency should be politely informed that the U.S. Postal Service displays only those posters provided by NCMEC, because it has been designated by the U.S. Department of Justice to be the national clearinghouse and resource center for missing and exploited children. The individual or agency should then be referred to NCMEC at 1-800-843-5678.

September 2003

Have You Seen Any of These Missing 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 persons, tell your Postal Service supervisor.



Alfonso Diaz

Age progression to 16 years
Born: 10-4-84
Date Missing: 10-15-95
Missing From: Anaheim, CA



Christopher Diaz

Age progression to 14 years
Born: 12-4-86
Date Missing: 10-15-95
Missing From: Anaheim, CA



Stephanie Diaz

Age progression to 12 years
Born: 9-26-88
Date Missing: 10-15-95
Missing From: Anaheim, CA



Brittany Garcia

Age progression to 19 years
Born: 12-7-83
Date Missing: 10-20-95
Missing From: Milwaukie, OR



Caleb Garcia

Age progression to 15 years
Born: 9-14-87
Date Missing: 10-20-95
Missing From: Milwaukie, OR



Cameo Stepp

Born: 1-12-96
Date Missing: 5-26-01
Missing From: Wichita, KS

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TDD 1-800-826-7653**

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September 2003

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Francisco Ruiz
Born: 12-23-96
Date Missing: 7-14-02
Missing From: Oklahoma
City, OK



Guadalupe Ruiz
Born: 2-2-02
Date Missing: 7-14-02
Missing From: Oklahoma
City, OK



Jorge Ruiz
Born: 3-18-95
Date Missing: 7-14-02
Missing From: Oklahoma
City, OK



Rose Ruiz
Born: 7-27-93
Date Missing: 9-1-95
Missing From: Houston,
TX



Sophia Ruiz
Born: 4-10-91
Date Missing: 9-1-95
Missing From: Houston,
TX



Brandon Caporale
Born: 5-26-88
Date Missing: 2-24-03
Missing From: North
Olmsted, OH



Billy Como
Born: 8-5-86
Date Missing: 3-28-03
Missing From: Bangor,
ME

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Hot Line 1-800-843-5678
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NOTICE TO ALL EMPLOYEES

THRIFT SAVINGS PLAN FACT SHEET

Percentage returns released September 3, 2003, by the Federal Retirement Thrift Investment Board

ANNUAL RETURNS	G Fund	F Fund	LBA Bond Index	C Fund	S&P 500 Stock Index	S * Fund	Wilshire 4500 Stock Index	I * Fund	EAFE Stock Index
1993	6.14	9.52	9.75	10.13	10.08	—	14.57	—	32.68
1994	7.22	-2.96	-2.92	1.33	1.32	—	-2.66	—	7.75
1995	7.03	18.31	18.47	37.41	37.58	—	33.48	—	11.27
1996	6.76	3.66	3.63	22.85	22.96	18.52	17.18	6.27	6.14
1997	6.77	9.60	9.65	33.17	33.36	26.61	25.69	1.46	1.55
1998	5.74	8.70	8.69	28.44	28.58	7.51	8.63	20.46	20.09
1999	5.99	-0.85	-0.82	20.95	21.04	32.70	35.49	26.81	26.72
2000	6.42	11.67	11.63	-9.14	-9.10	-8.76	-15.77	-14.11	-14.17
2001	5.39	8.61	8.44	-11.94	-11.89	-2.22*	-2.52*	-15.42*	-14.88*
2002	5.00	10.27	10.26	-22.05	-22.10	-18.14	-17.80	-15.98	-15.94

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

2002 MONTHLY RETURNS	G Fund	F Fund	LBA Bond Index	C Fund	S&P 500 Stock Index	S Fund	Wilshire 4500 Stock Index	I Fund	EAFE Stock Index
Sept.	0.37	1.63	1.62	-10.87	-10.87	-6.84	-6.74	-10.75	-10.74
Oct.	0.33	-0.44	-0.46	8.77	8.80	3.38	3.28	5.42	5.37
Nov.	0.34	-0.01	-0.03	5.87	5.89	6.76	6.90	4.49	4.54
Dec.	0.38	2.08	2.07	-5.85	-5.88	-4.32	-4.21	-3.27	-3.36

2003 MONTHLY RETURNS	G Fund	F Fund	LBA Bond Index	C Fund	S&P 500 Stock Index	S Fund	Wilshire 4500 Stock Index	I Fund	EAFE Stock Index
Jan.	0.35	0.10	0.09	-2.67	-2.62	-2.35	-2.16	-4.24	-4.17
Feb.	0.32	1.41	1.38	-1.49	-1.50	-2.56	-2.54	-2.29	-2.29
March	0.33	-0.05	-0.08	0.97	0.97	1.55	1.48	-1.90	-1.96
April	0.33	0.83	0.83	8.26	8.24	8.31	8.33	9.82	9.80
May	0.34	1.87	1.86	5.26	5.27	9.42	9.50	6.07	6.06
June	0.20	-0.30	-0.20	1.20	1.28	2.20	2.38	2.30	2.42
July	0.30	-3.41	-3.36	1.78	1.76	4.60	4.67	2.35	2.42
Aug.	0.40	0.73	0.66	1.94	1.95	4.12	4.19	2.39	2.41
LAST 12 MONTHS	4.05	4.41	4.36	11.95	12.07	25.39	26.36	9.00	9.11

Fund	Invested In	Index Tracked
G — Government Securities Investment Fund	Special issues of U.S. Treasury securities	N/A
F — Fixed Income Index Investment Fund	Barclays U.S. Debt Index Fund	Lehman Brothers U.S. Aggregate bond index
C — Common Stock Index Investment Fund	Barclays Equity Index Fund	S&P 500 stock index
S — Small Capitalization Stock Index Investment Fund	Barclays Extended Market Index Fund	Wilshire 4500 stock index
I — International Stock Index Investment Fund	Barclays EAFE Index Fund	Europe, Australasia, and Far East stock index

Future performance of the funds will vary and may be significantly different from the returns shown above. See the *Summary of the Thrift Savings Plan* for detailed information about the funds and their investment risks. The monthly returns of the TSP Funds represent net earnings for the month after deduction of accrued administrative

expenses and, except for the G Fund, after deduction of trading costs and accrued investment management fees as well. The returns for the four indexes shown do not include any of these deductions.

* Implemented May 2001.

Please post on bulletin boards. Discard/recycle all previous notices.



**"With Delivery
Confirmation,
I know when every
basket gets there!"**

— Bonita Kilpatrick, Owner
Specialty Baskets



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This office will be
CLOSED
Monday,
October 13, 2003,
Columbus Day.

Need Postal Service information? Call 800-ASK-USPS, 24 hours a day, 365 days a year. Or visit our Web site, www.usps.com, for information, stamps, and so much more.



UNITED STATES
POSTAL SERVICE®

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Postal Bulletin Distribution

The GPO distributes the *Postal Bulletin* for the Postal Service to all postal facilities except classified stations and branches, contract postal units, and detached mail units, which receive copies from their administrative post office. The *Postal Bulletin* is also available online at <http://www.usps.com> (click on *Info*, then *Postal Periodicals and Publications*).

If your postal facility has access to cc:Mail, you may send a request for a new subscription order, an address and/or quantity change, or a subscription query to the

cc:Mail address POSTAL BULLETIN. If you are using another email product, you can use the Internet email address pbulleti@email.usps.gov.

If you do not have access to email, you may complete the order form and mail it to:

ATTN POSTAL BULLETIN
US POSTAL SERVICE
475 L'ENFANT PLZ SW RM 5540
WASHINGTON DC 20260-5540

Either way you send it, please include the "PO0" subscription number from your address label.

Postal Service Orders for Postal Bulletin

- ☐ New Order ☐ Change of Address/Quantity
(Include *Postal Bulletin* mailing label.)

Attention Line

Postal Facility Name

Delivery Address

City State ZIP+4

Person to Contact
()

Daytime Telephone

Current Quantity _____ New Quantity _____

Missing Issues: If postal facilities that receive the *Bulletin* from GPO do not receive their order, they should call 202-268-5776. All other facilities should contact their administrative post office.

Address and Quantity Changes and Subscription Problems: Postal facilities may send address and quantity changes and subscription queries via cc:Mail to POSTAL BULLETIN or via the Internet to pbulleti@email.usps.gov. Please include old and new address and quantities, and the "PO0" subscription number from your address label. Postal facilities may also complete this form and mail it to:

ATTN POSTAL BULLETIN
US POSTAL SERVICE
475 L'ENFANT PLZ SW RM 5540
WASHINGTON DC 20260-5540

All other facilities should contact their administrative post office.

Single Copies (back to 1 year): To order extra copies or back issues (see Table of Contents for specific PSN), use MDC Touch Tone Order Entry by calling 800-332-0317 (option 1, then option 2) or send PS Form 7380, *MDC Supply Requisition*, to:

MATERIAL DISTRIBUTION CENTER
ATTN SUPPLY REQUISITIONS
500 SW GARY ORMSBY DR
TOPEKA KS 66624-9702

Public Orders for Postal Bulletin

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

Attention Line

Company Name

Delivery Address

City State ZIP+4
()

Daytime Telephone

Subscription: Domestic - \$163.00 per year; International - \$228.00 per year

Subscription Orders: 202-512-1800

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

Single Copies (back to 16 issues): Domestic \$13.00; International \$18.20

Special Issues: Domestic \$23.00; International \$32.20

- ☐ Enter _____ Annual Subscription(s).
Total Amount \$ _____
- ☐ Send _____ additional copies of Bulletin # _____
Total Amount \$ _____
- ☐ GPO deposit account -
- ☐ Check/money order payable to: Superintendent of Documents

- ☐ **VISA**  ☐ **MasterCard** 

Credit Card Number

Expiration Date

Signature

Mail Completed Form and Payment To:

SUPERINTENDENT OF DOCUMENTS
US GOVERNMENT PRINTING OFFICE
PO BOX 371954
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Next day delivery to many locations.
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Employees (Continued)

3. Submit corrections to the local Distributed Data Entry/Distributed Reporting (DDE/DR) site, *not* to the Eagan ISC.

Note: All cards that are illegible or incomplete will be returned to the local CFC coordinator for local processing in pay period 03/04 or later.

Local DDE/DR sites are to be notified by broadcast message of their ability to access D20M, SDI-09 in pay period 02/04 for local entry, changes, or corrections. DDE/DR sites are not allowed access to D20M for CFC charity entries before that time.

Final Report

At the end of each campaign, the Eagan ISC prepares a report from the Postal Payroll System of CFC contributions through payroll deduction (as of pay period 03) as the annual report of national CFC contributions. Each performance cluster manager receives a copy.

— Personnel Operations Support,
Employee Resource Management, 9-18-03

Finance

HANDBOOK F-1 REVISION

Credit Card Signature Policy

Effective September 1, 2003, Handbook F-1, *Post Office Accounting Procedures*, is revised to clarify the procedure for reviewing signatures when accepting a credit card for payment of goods and services.

We will incorporate these revisions into the next printed edition of Handbook F-1 and into the next update of the on-line version accessible on the Postal Service™ PolicyNet Web site at <http://blue.usps.gov>; click on *More References*; then *HBKs*.

Handbook F-1, *Post Office Accounting Procedures*

	*	*	*	*	*
3	Managing Postal Funds				
31	Acceptable Payment for Postal Goods and Services				
	*	*	*	*	*
317	Credit and Debit Cards				
	*	*	*	*	*
317.3	Accepting a Credit Card				
	*	*	*	*	*

[Revise item 3 to read as follows:]

- 3> The customer is required to sign the receipt generated by the Tranz 380 or POS ONE terminal. For Visa, MasterCard, Discover/Novus, and JCB, compare the signature on the back of the credit card with the signature on the receipt. The signatures must match. For American Express and Diners Club/Carte Blanche, verify that the customer's signature on the back of the credit card matches the name embossed on the front of the card. Compare the signature on the back of the credit card with the signature on the receipt. All three must match. This signature policy applies to both personal and business credit cards. Business credit cards may or may not have an individual name embossed on the front along with the business name. The signature panel on the reverse of the business card must be the signature of the authorized user. Each authorized user within a company or business must have his or her own card. Letters of authorization from businesses to allow multiple users for one card are not allowed.

[Renumber existing item 4 as new item 5, and insert new item 4 to read as follows:]

- 4> **Do not accept unsigned cards.** If the card is unsigned, the customer must provide two forms of identification, one of which must be photo identification. Require the customer to sign the back of the credit card and then compare the customer's signature to the identification. A card with the words "see I.D." or that requires two signatures on the signature panel may not be accepted. This policy applies to both personal and business credit cards, including those with the picture and signature of the customer on the front

of the card. All cards must be signed on the signature line on the back of the card to be accepted.

- 5> Enter credit card transactions in AIC 762, Credit Cards Remitted. Submit original receipts for the day with your PS Form 1412. Keep original receipts filed at the unit level for use in researching any customer dispute.

* * * * *

— Revenue and Field Accounting,
Finance, 9-18-03

NOTICE

Household Diary Study

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

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

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

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

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

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

For additional information, contact either of the following individuals:

Malcolm Harris
Telephone: 202-268-3650
Fax: 202-268-6841
E-mail: malcolm.c.harris@usps.gov

Greg Dawson
Telephone: 202-268-7446
Fax: 202-268-6841
E-mail: gregory.e.dawson@usps.gov

— Office of Demand Forecasting and Economic Analysis,
Finance, 9-18-03

HANDBOOK REVISIONS

Travel Per Diem Rates — Handbooks F-15 and F-12

Effective October 1, 2003, Handbook F-15, *Travel and Relocation*, Appendix A, is revised as follows to reflect changes in travel per diem rates. These per diem rates also apply to bargaining unit relocation benefits under Handbook F-12, *Relocation Policy*.

We will incorporate these revisions into the next printed edition of Handbook F-15 and into the next update of the online version accessible on the Postal Service™ PolicyNet Web site at <http://blue.usps.gov>; click on *More References*; then *HBKs*.

Handbook F-15, *Travel and Relocation*

* * * * *

Appendix A Rates**A-1 Standard Mileage Rates****A-1.1 Mileage Rates**

Vehicle	Cents per mile (Including Alaska)
Privately owned automobile	36.0
Privately owned motorcycle	27.5
Privately owned airplane	95.5

A-1.2 Reimbursement for Postal Supervisors

Postal supervisors (see 5-5.2.1.2) will be reimbursed at the rate of \$6.00 per day or 36.0 cents per mile, whichever is greater, when a privately owned vehicle is used. Do *not* use the eTravel system when claiming the \$6.00 daily rate, because the excess of the daily rate over the actual mileage is taxable as compensation to the claimant. You should claim the \$6.00 daily rate by submitting PS Form 1164A, *Claim for Reimbursement for Postal Supervisors*, to your servicing DDE site.

Odometer readings are not required on the respective claim forms; the integrity of the claim is the responsibility of the traveler. However, should the approving official have reason to question the claim, the claimant must provide evidence that supports the claim of distance traveled.

A-2 Travel Per Diem Rates**A-2.1 What Per Diem Includes**

The per diem allowance includes all charges for meals; laundry and cleaning expenses; all fees and tips to waiters, bellboys, and porters; and other similar expenses.

A-2.2 Per Diem Calculation (See Chapter 7.)**A-2.3 Average Cost Localities**

Unless a city is listed in the table in A-2.4, High Cost Localities, the daily per diem rate is \$31.

A-2.4 High Cost Localities

The following key cities and/or areas are classified as localities with above-average lodging costs. The daily per diem rate applicable for each of these localities is indicated.

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Alabama		
Birmingham	Jefferson	43
Decatur	Morgan	35
Gulf Shores	Baldwin	39
Huntsville	Madison	39
Montgomery	Montgomery	43
Tuscaloosa	Tuscaloosa	35
Arizona		
Casa Grande	Pinal	39
Chinle	Apache	39
Flagstaff	All points in Coconino County not covered under Grand Canyon per diem area	39
Grand Canyon	All points in the Grand Canyon National Park and Kaibab National Forest within Coconino County	47
Kayenta	Navajo	35
Phoenix and Scottsdale	Maricopa	47
Tucson	Pima County; Davis-Monthan AFB	43
Yuma	Yuma	39
Arkansas		
Hot Springs	Garland	35
Little Rock	Pulaski	39

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
California		
Clear Lake	Lake	35
Contra Costa County	Contra Costa County	47
Death Valley	Inyo	47
Fresno	Fresno	35
Kern County	Kern County	43
Los Angeles	Los Angeles, Orange, and Ventura Counties; Edwards AFB; Naval Weapons Center and Ordnance Test Station, China Lake (see Santa Monica)	51
Mammoth Lakes	Mono	47
Marin County	Marin	47
Merced	Merced	35
Modesto	Stanislaus	39
Monterey	Monterey	47
Napa	Napa	47
Oakhurst	Madera	43
Oakland	Alameda	43
Ontario/Barstow/Victorville	San Bernardino	43
Palm Springs	Riverside	47
Point Arena/Gualala	Mendocino	43
Redding	Shasta	35
Sacramento	Sacramento	47
San Diego	San Diego	51
San Francisco	San Francisco	51
San Luis Obispo	San Luis Obispo	43
San Mateo/Redwood City	San Mateo	47
Santa Barbara	Santa Barbara	43
Santa Cruz	Santa Cruz	47
Santa Monica	City limits of Santa Monica (see Los Angeles)	43
Santa Rosa	Sonoma	47
Solano County	Solano County; Travis AFB	47
South Lake Tahoe	El Dorado (see also Stateline, NV)	47
Sunnyvale/Palo Alto/San Jose	Santa Clara	51
Tahoe City	Placer	47
Truckee	Nevada	47
Visalia	Tulare	43
West Sacramento	Yolo	35
Yosemite National Park	Mariposa	47
Colorado		
Aspen	Pitkin	47
Boulder	Boulder	47
Colorado Springs	El Paso	43
Cortez	Montezuma	35
Crested Butte	City limits of Crested Butte (see Gunnison County)	47
Denver	Denver, Adams, and Arapahoe	47
Durango	La Plata	43
Fort Collins	Larimer (except Loveland)	39

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Glenwood Springs	Garfield	35
Grand Junction	Mesa	35
Gunnison	Gunnison (except Crested Butte)	39
Jefferson County	Jefferson	39
Loveland	City limits of Loveland (see Larimer County)	35
Montrose	Montrose	39
Pueblo	Pueblo	39
Silverthorne/Keystone	Summit	43
Steamboat Springs	Routt	43
Telluride	San Miguel	47
Trinidad	Las Animas	35
Vail	Eagle	47
Connecticut		
Bridgeport/Danbury	Fairfield	43
Hartford	Hartford	43
Lakeville/Salisbury	Litchfield	43
Middlesex County	Middlesex	35
New Haven	New Haven	39
New London/Groton	New London	39
Putnam/Danielson	Windham	35
Storrs/Mansfield	Tolland	35
Delaware		
Dover	Kent	39
Lewes	Sussex	43
Wilmington	New Castle	39
District of Columbia		
Washington, DC (also the cities of Alexandria, Fairfax, and Falls Church, and the counties of Arlington, Fairfax, and Loudoun in Virginia; and the counties of Montgomery and Prince George's County in Maryland) (see also Maryland and Virginia)		51
Florida		
Altamonte Springs	Seminole	43
Bradenton	Manatee	35
Cocoa Beach	Brevard	39
Daytona Beach	Volusia	43
Fort Lauderdale	Broward	47
Fort Myers	Lee	47
Fort Pierce	Saint Lucie	43
Fort Walton Beach	Okaloosa	43
Gainesville	Alachua	39
Gulf Breeze	Santa Rosa	43
Jacksonville/Mayport	Duval; Mayport Naval Station	39
Key West	Monroe	47
Kissimmee	Osceola	39
Lakeland	Polk	39
Leesburg	Lake	35
Miami	Dade	47
Naples	Collier	43
Ocala	Marion	35
Orlando	Orange	47
Palm Beach (also the cities of Boca Raton, Delray Beach, Jupiter, Palm Beach Gardens, Palm Beach Shores, Singer Island, and West Palm Beach)	Palm Beach	47

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Panama City	Bay	43
Pensacola	Escambia	35
Punta Gorda	Charlotte	39
Sarasota	Sarasota	43
Sebring	Highlands	35
St Augustine	St Johns	43
Stuart	Martin	43
Tallahassee	Leon	39
Tampa/St. Petersburg	Pinellas and Hillsborough	43
Vero Beach	Indian River	35
Georgia		
Albany	Dougherty	39
Athens	Clarke	39
Atlanta	Fulton and Gwinnett	43
Clayton County	Clayton	35
Cobb County	Cobb County	43
Columbus	Muscogee	39
Conyers	Rockdale	39
DeKalb County	Dekalb	43
Dublin	Laurens	35
Gwinnett County	Gwinnett	35
Savannah	Chatham	43
Idaho		
Boise	Ada	43
Coeur d'Alene	Kootenai	39
Ketchum	Blaine (except Sun Valley)	43
McCall	Valley	43
Sun Valley	City limits of Sun Valley (see Blaine County)	43
Illinois		
Aurora	Kane (except Elgin)	35
Chicago	Cook and Lake	51
Du Page County	Du Page County	43
Elgin	City Limits of elgin (see Kane County)	35
Rockford	Winnebago	35
Indiana		
Carmel	Hamilton	43
Fort Wayne	Allen	35
Indianapolis	Marion County; Fort Benjamin Harrison	47
Lafayette	Tippecanoe	35
Michigan City	La Porte	39
Nashville	Brown	43
South Bend	St. Joseph	39
Valparaiso/Burlington Beach	Porter	39
Iowa		
Des Moines	Polk	35
Kansas		
Kansas City/Overland Park	Johnson and Wyandotte	43
Wichita	Sedgwick	43
Kentucky		
Covington	Kenton	43
Lexington	Fayette	35

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Louisville	Jefferson	43
Newport	Campbell	35
Louisiana		
Baton Rouge	East Baton Rouge Parish	43
Gonzales	Ascension Parish	39
Lake Charles	Calcasieu Parish	39
New Orleans/St. Bernard	Orleans, St. Bernard, Plaquemine, and Jefferson Parish	47
Shreveport/Bossier City	Caddo Parrish and Bossier Parrish	43
Slidell	St. Tammany	35
St. Francisville	West Feliciana	43
Maine		
Bar Harbor	Hancock	43
Bath	Sagadahoc	39
Kennebunk/Kittery/Sanford	York	43
Portland	Cumberland	43
Rockport	Knox	47
Wiscasset	Lincoln	43
Maryland		
(For the counties of Montgomery and Prince George's, see District of Columbia)		
Annapolis	Anne Arundel	47
Baltimore	Baltimore	47
Cambridge	Dorchester	35
Columbia	Howard	47
Frederick	Frederick	35
Grasonville	Queen Anne's	43
Harford County	Harford County	43
Lexington Park/Leonardtwn/Lusby	St. Mary's and Calvert	39
Ocean City	Worcester	47
St. Michaels	Talbot	47
Massachusetts		
Andover	Essex	43
Boston	Suffolk	51
Cambridge	Middlesex (except Lowell)	51
Falmouth	City limits of Falmouth	39
Hyannis	Barnstable	43
Lowell	City limits of Lowell, except Cambridge (see Middlesex County)	39
Martha's Vineyard	Dukes	47
Nantucket	Nantucket	47
New Bedford	City limits of New Bedford (See Bristol County)	39
Northampton	Hampshire	39
Pittsfield	Berkshire	43
Plymouth	Plymouth	39
Quincy	Norfolk	43
Springfield	Hampden	39

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Taunton	Bristol (except New Bedford)	35
Worcester	Worcester	39
Michigan		
Ann Arbor	Washtenaw	43
Berrien County	Berrien	35
Charlevoix	Charlevoix	43
Detroit	Wayne	51
East Lansing/Lansing	Ingham	43
Frankenmuth	Saginaw	35
Frankfort	Benzie	35
Gaylord	Otsego	39
Grand Rapids	Kent	39
Holland	Ottawa	39
Leland	Leelanau	39
Mackinac Island	Mackinac	47
Midland	Midland	39
Mt. Pleasant	Isabella	39
Muskegon	Muskegon	35
Ontonagon	Ontonagon	35
Petoskey	Emmet	43
Pontiac/Troy	Oakland	43
Sault Ste Marie	Chippewa	39
South Haven	Van Buren	39
Traverse City	Grand Traverse	47
Warren	Macomb	39
Minnesota		
Anoka County	Anoka	39
Dakota County	Dakota	39
Duluth	St. Louis	43
Minneapolis/St. Paul	Hennepin County and Fort Snelling Military Reservation and Navy Astronautics Group (Detachment BRAVO), and Ramsey County	51
Rochester	Olmsted	39
Mississippi		
Bay St. Louis	Hancock	39
Biloxi/Gulfport	Harrison	43
Robinsonville	Tunica	35
Missouri		
Branson	Taney	39
Hannibal	Marion	35
Jefferson City	Cole	35
Kansas City	Jackson, Clay, and Kansas City International Airport	47
Osage Beach	Camden	35
Platte	Platte (except Kansas City International Airport)	47
Springfield	Greene	35
St. Louis	St. Louis and St. Charles	51
St. Robert/Fort Leonard Wood	Pulaski	35

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Montana		
Big Sky	Gallatin (except West Yellowstone)	47
Polson/Kalispell	Lake and Flathead	35
West Yellowstone	City limits of West Yellowstone (see Gallatin County)	39
Nebraska		
Omaha	Douglas	43
Nevada		
Incline Village/Crystal Bay	City limits of Incline Village and Crystal Bay	43
Las Vegas	Clark County; Nellis AFB	43
Stateline	Douglas (see also South Lake Tahoe, CA)	47
New Hampshire		
Concord	Merrimack	39
Conway	Carroll	43
Durham	Strafford	35
Hanover/Sullivan County	Grafton and Sullivan	39
Laconia	Belknap	39
Manchester	Hillsborough	39
Newington	Rockingham County; Pease AFB except Portsmouth	39
Portsmouth	City limits of Portsmouth (see Rockingham County)	43
New Jersey		
Atlantic City	Atlantic	47
Cape May	Cape May (except Ocean City)	47
Cherry Hill/Camden/Morrestown	Camden/Burlington	47
Eatontown	Monmouth County; Fort Monmouth (except Freehold)	43
Edison	Middlesex (except Piscataway)	35
Flemington	Hunterdon	39
Freehold	City limits of Freehold (see Monmouth County)	39
Millville	Cumberland	35
Newark	Essex, Bergen, Hudson, and Passaic	47
Ocean City	City limits of Ocean City (see Cape May County)	43
Parsippany/Picatinney Arsenal/Dover	Morris	43
Piscataway/Belle Mead	Somerset and Middlesex	43
Princeton/Trenton	Mercer County	47
Tom's River	Ocean	43
Union County	Union County	43
New Mexico		

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Albuquerque	Bernalillo	43
Cloudcroft	Otero	35
Las Cruces	Dona/Ana	35
Los Alamos	Los Alamos	39
Santa Fe	Santa Fe	47
Taos	Taos	39
New York		
Albany	Albany	47
The Bronx/Brooklyn/Queens	The boroughs of the Bronx, Brooklyn, and Queens	47
Buffalo	Erie	43
Glens Falls	Warren	39
Ithaca	Tompkins	39
Kingston	Ulster	43
Lake Placid	Essex	43
Manhattan	The borough of Manhattan	51
Nassau County/Great Neck	Nassau County	47
Niagara Falls	Niagara	39
Nyack/Palisades	Rockland	43
Owego	Tioga	35
Poughkeepsie	Dutchess	43
Rochester	Monroe	47
Saratoga Springs	Saratoga	43
Staten Island	Richmond	47
Suffolk County	Suffolk	43
Syracuse	Onondaga	39
Tarrytown	Westchester (except White Plains)	47
Waterloo/Romulus	Seneca	35
Watkins Glen	Schuyler	39
West Point	Orange	39
White Plains	City limits of White Plains (see Westchester County)	47
North Carolina		
Atlantic Beach	Carteret	35
Chapel Hill	Orange	43
Charlotte	Mecklenburg	43
Cherokee	Swain	35
Fayetteville	Cumberland	39
Greensboro	Guilford	43
Greenville	Pitt	35
Kill Devil	Dare	43
New Bern/Havelock	Craven	39
Raleigh	Wake	43
Research Triangle Park/Durham	Durham	47
Wilmington	New Hanover	39
Winston-Salem	Forsyth	43
Ohio		
Akron	Summit	43
Bellevue	Huron	35
Cambridge	Guernsey	35
Cincinnati	Hamilton and Warren	51
Cleveland	Cuyahoga	47
Columbus	Franklin	43

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Dayton	Montgomery, Wright-Patterson AFB	35
Fairborn	Greene	39
Geneva	Ashtabula	39
Hamilton	Butler	39
Lancaster	Fairfield	35
Port Clinton/Oak Harbor	Ottawa	39
Sandusky	Erie	43
Toledo	Lucas	35
Oklahoma		
Oklahoma City	Oklahoma	43
Oregon		
Ashland	Jackson	47
Beaverton	Washington	43
Bend	Deschutes	43
Clackamas	Clackamas	39
Crater Lake	Klamath	35
Eugene	Lane (except Florence)	43
Florence	City limits of Florence (see Lane County)	39
Gold Beach	Curry	35
Lincoln City/Newport	Lincoln	39
Portland	Multnomah	43
Seaside	Clatsop	39
Pennsylvania		
Allentown	Lehigh	35
Chester/Radnor/Essington	Delaware (except Wayne)	39
Easton	Northampton	35
Erie	Erie	35
Gettysburg	Adams	39
Harrisburg	Dauphin (except Hershey)	47
Hershey	City limits of Hershey (see Dauphin County)	43
King of Prussia/Fort Washington/Bala Cynwyd	Montgomery	47
Lancaster	Lancaster	43
Malvern/Downington/Valley Forge	Chester	43
Mechanicsburg	Cumberland	35
Philadelphia	Philadelphia	51
Pittsburgh	Allegheny	47
Reading	Berks	43
Scranton	Lackawanna	35
Warminster	Bucks County; Naval Air Development Center	39
Wayne	City limits of Wayne (see also Delaware County)	47
Rhode Island		
East Greenwich	Kent County; Naval Construction Battalion Center, Davisville	43

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Newport	Newport	47
Providence	Providence	47
South Carolina		
Aiken	Aiken	35
Charleston/Berkeley	Charleston and Berkeley	43
Columbia	Richland	35
Greenville	Greenville	43
Hilton Head	Beaufort	47
Myrtle Beach	Horry County; Myrtle Beach AFB	47
South Dakota		
Custer	Custer	35
Hot Springs	Fall River	35
Rapid City	Pennington	35
Tennessee		
Alcoa/Townsend	Blount	35
Gatlinburg	Sevier	43
Memphis	Shelby	43
Murfreesboro	Rutherford	35
Nashville	Davidson	47
Williamson County	Williamson	35
Texas		
Amarillo	Potter	35
Arlington/Grapevine	Tarrant	39
Austin	Travis	43
Bryan	Brazos (except College Station)	35
College Station	City limits of College Station (see Brazos County)	39
Corpus Christi	Nueces	43
Dallas	Dallas	47
El Paso	El Paso	35
Fort Davis	Jeff Davis	35
Fort Worth	City limits of Fort Worth	43
Galveston	Galveston	47
Houston	Harris County; L.B. Johnson Space Center and Ellington AFB	47
Killeen	Bell	35
Laredo	Webb	35
McAllen	Hidalgo	39
Plano	Collin	39
San Antonio	Bexar	47
South Padre Island	Cameron	39
Waco	McLennan	35
Utah		
Bullfrog	Garfield	35
Cedar City	Iron	39
Moab	Grand	39
Ogden/Layton/Davis County	Weber and Davis	39
Park City	Summit	47
Provo	Utah	43
Salt Lake City	Salt Lake; Dugway Proving Ground and Tooele Army Depot	39

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Vermont		
Burlington/St. Albans	Chittenden and Franklin	39
Manchester	Bennington	47
Middlebury	Addison	43
Montpelier	Washington	35
White River Junction	Windsor	35
Virginia		
(For the cities of Alexandria, Fairfax, and Falls Church, and the counties of Arlington, Fairfax, and Loudoun, see District of Columbia)		
Charlottesville ⁴	City of	47
Colonial Heights	City of	35
Dinwiddie County	Dinwiddie	35
Hopewell	City of	35
Lynchburg ⁴	Campbell	43
Manassas/Woodbridge	Prince William	39
Petersburg	City of	35
Prince George County	Prince George	35
Richmond ⁴	Chesterfield and Henrico Counties; also Defense Supply Center	43
Roanoke ⁴	City limits of	39
Virginia Beach ⁴	Virginia Beach (also Norfolk, Portsmouth, and Chesapeake) ⁴	43
Wallops Island	Accomack	39
Williamsburg ⁴	Williamsburg (also Hampton, Newport News, York County, Naval Weapons Station, Yorktown) ⁴	43
Wintergreen	Nelson	47
Washington		
Anacortes	Skagit and Island	43
Bremerton	Kitsap	39
Everett	Snohomish (except Lynnwood)	43
Friday Harbor	San Juan	47
Lynnwood	City limits of Lynnwood (see Snohomish County)	39
Ocean Shores	Grays Harbor	43
Olympia/Tumwater	Thurston	43
Port Angeles	City limits of Port Angeles (see Clallam County)	43
Port Townsend	Jefferson	39
Seattle	King	51
Sequim	Clallam (except Port Angeles)	39
Spokane	Spokane	43
West Virginia		
Berkeley Springs	Morgan	39
Charleston	Kanawha	43
Martinsburg/Hedgesville	Berkley	35
Morgantown	Monongalia	39
Shepherdstown	Jefferson	39
Wheeling	Ohio	39

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Wisconsin		
Brookfield	Waukesha	43
Green Bay	Brown	39
Lake Geneva	Walworth	43
Madison	Dane	43
Milwaukee	Milwaukee	47
Racine	Racine	35
Sheboygan	Sheboygan	35
Sturgeon Bay	Door	39
Wisconsin Dells	Columbia	43
Wyoming		
Cody	Park	35
Jackson	Teton	47

¹ The per diem locality is defined as all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries.

² Per diem localities with county definitions shall include all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties.

³ When military installations or government-related facilities (whether or not specifically named) are located partially within the city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the two rates that apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.

⁴ Denotes independent cities.

A-2.5 Special Situations — Meal Reductions

When meals are furnished at no charge or nominal fee by a federal government agency, private company, etc. at a temporary duty station, meeting, conference, or training session, the per diem will be appropriately reduced as follows.

Per Diem Rate	Breakfast	Lunch	Dinner
High Cost 51 per day	\$10	\$12	\$26
47 per day	\$9	\$11	\$24
High Cost 43 per day	\$9	\$9	\$22
High Cost 39 per day	\$8	\$8	\$20
High Cost 35 per day	\$7	\$7	\$18
Average Cost 31 per day	\$6	\$6	\$16
Norman, OK 31 per day	\$4	\$6	\$13
Alaska, Hawaii, Puerto Rico, U.S. Possessions 51 per day	\$10	\$12	\$26
International	15% of the applicable daily rate	25% of the applicable daily rate	40% of the applicable daily rate

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Handbook F-12, Relocation Policy

* * * *

Appendix B Reimbursement Rates

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I. Mileage Rates

A. Standard mileage rates

[Revise item A to read as follows:]

Vehicle	Cents per mile
Privately owned automobile	36.0
Privately owned motorcycle	27.5
Privately owned airplane	95.5

B. Relocation-related advance round trip and/or en route to new duty station

[Revise the first sentence of item B to read as follows:]

The allowable rate is 36 cents per mile.

* * * *

C. High cost localities

[Revise item C to read as follows:]

The following key cities and/or areas are classified as localities with above average lodging costs. The daily per diem rate applicable for each of these localities is indicated:

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Alabama		
Birmingham	Jefferson	43
Decatur	Morgan	35
Gulf Shores	Baldwin	39
Huntsville	Madison	39
Montgomery	Montgomery	43
Tuscaloosa	Tuscaloosa	35
Arizona		
Casa Grande	Pinal	39
Chinle	Apache	39
Flagstaff	All points in Coconino County not covered under Grand Canyon per diem area	39
Grand Canyon	All points in the Grand Canyon National Park and Kaibab National Forest within Coconino County	47
Kayenta	Navajo	35
Phoenix and Scottsdale	Maricopa	47
Tucson	Pima County; Davis-Monthan AFB	43
Yuma	Yuma	39
Arkansas		
Hot Springs	Garland	35
Little Rock	Pulaski	39

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
California		
Clear Lake	Lake	35
Contra Costa County	Contra Costa County	47
Death Valley	Inyo	47
Fresno	Fresno	35
Kern County	Kern County	43
Los Angeles	Los Angeles, Orange, and Ventura Counties; Edwards AFB; Naval Weapons Center and Ordnance Test Station, China Lake (see Santa Monica)	51
Mammoth Lakes	Mono	47
Marin County	Marin	47
Merced	Merced	35
Modesto	Stanislaus	39
Monterey	Monterey	47
Napa	Napa	47
Oakhurst	Madera	43
Oakland	Alameda	43
Ontario/Barstow/Victorville	San Bernardino	43
Palm Springs	Riverside	47
Point Arena/Gualala	Mendocino	43
Redding	Shasta	35
Sacramento	Sacramento	47
San Diego	San Diego	51
San Francisco	San Francisco	51
San Luis Obispo	San Luis Obispo	43
San Mateo/Redwood City	San Mateo	47
Santa Barbara	Santa Barbara	43
Santa Cruz	Santa Cruz	47
Santa Monica	City limits of Santa Monica (see Los Angeles)	43
Santa Rosa	Sonoma	47
Solano County	Solano County; Travis AFB	47
South Lake Tahoe	El Dorado (see also Stateline, NV)	47
Sunnyvale/Palo Alto/San Jose	Santa Clara	51
Tahoe City	Placer	47
Truckee	Nevada	47
Visalia	Tulare	43
West Sacramento	Yolo	35
Yosemite National Park	Mariposa	47
Colorado		
Aspen	Pitkin	47
Boulder	Boulder	47
Colorado Springs	El Paso	43
Cortez	Montezuma	35
Crested Butte	City limits of Crested Butte (see Gunnison County)	47
Denver	Denver, Adams, and Arapahoe	47
Durango	La Plata	43
Fort Collins	Larimer (except Loveland)	39

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Glenwood Springs	Garfield	35
Grand Junction	Mesa	35
Gunnison	Gunnison (except Crested Butte)	39
Jefferson County	Jefferson	39
Loveland	City limits of Loveland (see Larimer County)	35
Montrose	Montrose	39
Pueblo	Pueblo	39
Silverthorne/Keystone	Summit	43
Steamboat Springs	Routt	43
Telluride	San Miguel	47
Trinidad	Las Animas	35
Vail	Eagle	47
Connecticut		
Bridgeport/Danbury	Fairfield	43
Hartford	Hartford	43
Lakeville/Salisbury	Litchfield	43
Middlesex County	Middlesex	35
New Haven	New Haven	39
New London/Groton	New London	39
Putnam/Danielson	Windham	35
Storrs/Mansfield	Tolland	35
Delaware		
Dover	Kent	39
Lewes	Sussex	43
Wilmington	New Castle	39
District of Columbia		
Washington, DC (also the cities of Alexandria, Fairfax, and Falls Church, and the counties of Arlington, Fairfax, and Loudoun in Virginia; and the counties of Montgomery and Prince George's County in Maryland) (see also Maryland and Virginia)		51
Florida		
Altamonte Springs	Seminole	43
Bradenton	Manatee	35
Cocoa Beach	Brevard	39
Daytona Beach	Volusia	43
Fort Lauderdale	Broward	47
Fort Myers	Lee	47
Fort Pierce	Saint Lucie	43
Fort Walton Beach	Okaloosa	43
Gainesville	Alachua	39
Gulf Breeze	Santa Rosa	43
Jacksonville/Mayport	Duval; Mayport Naval Station	39
Key West	Monroe	47
Kissimmee	Osceola	39
Lakeland	Polk	39
Leesburg	Lake	35
Miami	Dade	47
Naples	Collier	43
Ocala	Marion	35
Orlando	Orange	47
Palm Beach (also the cities of Boca Raton, Delray Beach, Jupiter, Palm Beach Gardens, Palm Beach Shores, Singer Island, and West Palm Beach)	Palm Beach	47

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Panama City	Bay	43
Pensacola	Escambia	35
Punta Gorda	Charlotte	39
Sarasota	Sarasota	43
Sebring	Highlands	35
St Augustine	St Johns	43
Stuart	Martin	43
Tallahassee	Leon	39
Tampa/St. Petersburg	Pinellas and Hillsborough	43
Vero Beach	Indian River	35
Georgia		
Albany	Dougherty	39
Athens	Clarke	39
Atlanta	Fulton and Gwinnett	43
Clayton County	Clayton	35
Cobb County	Cobb County	43
Columbus	Muscogee	39
Conyers	Rockdale	39
DeKalb County	Dekalb	43
Dublin	Laurens	35
Gwinnett County	Gwinnett	35
Savannah	Chatham	43
Idaho		
Boise	Ada	43
Coeur d'Alene	Kootenai	39
Ketchum	Blaine (except Sun Valley)	43
McCall	Valley	43
Sun Valley	City limits of Sun Valley (see Blaine County)	43
Illinois		
Aurora	Kane (except Elgin)	35
Chicago	Cook and Lake	51
Du Page County	Du Page County	43
Elgin	City Limits of elgin (see Kane County)	35
Rockford	Winnebago	35
Indiana		
Carmel	Hamilton	43
Fort Wayne	Allen	35
Indianapolis	Marion County; Fort Benjamin Harrison	47
Lafayette	Tippecanoe	35
Michigan City	La Porte	39
Nashville	Brown	43
South Bend	St. Joseph	39
Valparaiso/Burlington Beach	Porter	39
Iowa		
Des Moines	Polk	35
Kansas		
Kansas City/Overland Park	Johnson and Wyandotte	43
Wichita	Sedgwick	43
Kentucky		
Covington	Kenton	43
Lexington	Fayette	35

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Louisville	Jefferson	43
Newport	Campbell	35
Louisiana		
Baton Rouge	East Baton Rouge Parish	43
Gonzales	Ascension Parish	39
Lake Charles	Calcasieu Parish	39
New Orleans/St. Bernard	Orleans, St. Bernard, Plaquemine, and Jefferson Parish	47
Shreveport/Bossier City	Caddo Parrish and Bossier Parrish	43
Slidell	St. Tammany	35
St. Francisville	West Feliciana	43
Maine		
Bar Harbor	Hancock	43
Bath	Sagadahoc	39
Kennebunk/Kittery/Sanford	York	43
Portland	Cumberland	43
Rockport	Knox	47
Wiscasset	Lincoln	43
Maryland		
(For the counties of Montgomery and Prince George's, see District of Columbia)		
Annapolis	Anne Arundel	47
Baltimore	Baltimore	47
Cambridge	Dorchester	35
Columbia	Howard	47
Frederick	Frederick	35
Grasonville	Queen Anne's	43
Harford County	Harford County	43
Lexington Park/Leonardtwn/Lusby	St. Mary's and Calvert	39
Ocean City	Worcester	47
St. Michaels	Talbot	47
Massachusetts		
Andover	Essex	43
Boston	Suffolk	51
Cambridge	Middlesex (except Lowell)	51
Falmouth	City limits of Falmouth	39
Hyannis	Barnstable	43
Lowell	City limits of Lowell, except Cambridge (see Middlesex County)	39
Martha's Vineyard	Dukes	47
Nantucket	Nantucket	47
New Bedford	City limits of New Bedford (See Bristol County)	39
Northampton	Hampshire	39
Pittsfield	Berkshire	43
Plymouth	Plymouth	39
Quincy	Norfolk	43
Springfield	Hampden	39

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Taunton	Bristol (except New Bedford)	35
Worcester	Worcester	39
Michigan		
Ann Arbor	Washtenaw	43
Berrien County	Berrien	35
Charlevoix	Charlevoix	43
Detroit	Wayne	51
East Lansing/Lansing	Ingham	43
Frankenmuth	Saginaw	35
Frankfort	Benzie	35
Gaylord	Otsego	39
Grand Rapids	Kent	39
Holland	Ottawa	39
Leland	Leelanau	39
Mackinac Island	Mackinac	47
Midland	Midland	39
Mt. Pleasant	Isabella	39
Muskegon	Muskegon	35
Ontonagon	Ontonagon	35
Petoskey	Emmet	43
Pontiac/Troy	Oakland	43
Sault Ste Marie	Chippewa	39
South Haven	Van Buren	39
Traverse City	Grand Traverse	47
Warren	Macomb	39
Minnesota		
Anoka County	Anoka	39
Dakota County	Dakota	39
Duluth	St. Louis	43
Minneapolis/St. Paul	Hennepin County and Fort Snelling Military Reservation and Navy Astronautics Group (Detachment BRAVO), and Ramsey County	51
Rochester	Olmsted	39
Mississippi		
Bay St. Louis	Hancock	39
Biloxi/Gulfport	Harrison	43
Robinsonville	Tunica	35
Missouri		
Branson	Taney	39
Hannibal	Marion	35
Jefferson City	Cole	35
Kansas City	Jackson, Clay, and Kansas City International Airport	47
Osage Beach	Camden	35
Platte	Platte (except Kansas City International Airport)	47
Springfield	Greene	35
St. Louis	St. Louis and St. Charles	51
St. Robert/Fort Leonard Wood	Pulaski	35

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Montana		
Big Sky	Gallatin (except West Yellowstone)	47
Polson/Kalispell	Lake and Flathead	35
West Yellowstone	City limits of West Yellowstone (see Gallatin County)	39
Nebraska		
Omaha	Douglas	43
Nevada		
Incline Village/Crystal Bay	City limits of Incline Village and Crystal Bay	43
Las Vegas	Clark County; Nellis AFB	43
Stateline	Douglas (see also South Lake Tahoe, CA)	47
New Hampshire		
Concord	Merrimack	39
Conway	Carroll	43
Durham	Strafford	35
Hanover/Sullivan County	Grafton and Sullivan	39
Laconia	Belknap	39
Manchester	Hillsborough	39
Newington	Rockingham County; Pease AFB except Portsmouth	39
Portsmouth	City limits of Portsmouth (see Rockingham County)	43
New Jersey		
Atlantic City	Atlantic	47
Cape May	Cape May (except Ocean City)	47
Cherry Hill/Camden/Morrestown	Camden/Burlington	47
Eatontown	Monmouth County; Fort Monmouth (except Freehold)	43
Edison	Middlesex (except Piscataway)	35
Flemington	Hunterdon	39
Freehold	City limits of Freehold (see Monmouth County)	39
Millville	Cumberland	35
Newark	Essex, Bergen, Hudson, and Passaic	47
Ocean City	City limits of Ocean City (see Cape May County)	43
Parsippany/Picatinney Arsenal/Dover	Morris	43
Piscataway/Belle Mead	Somerset and Middlesex	43
Princeton/Trenton	Mercer County	47
Tom's River	Ocean	43
Union County	Union County	43

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
New Mexico		
Albuquerque	Bernalillo	43
Cloudcroft	Otero	35
Las Cruces	Dona/Ana	35
Los Alamos	Los Alamos	39
Santa Fe	Santa Fe	47
Taos	Taos	39
New York		
Albany	Albany	47
The Bronx/Brooklyn/Queens	The boroughs of the Bronx, Brooklyn, and Queens	47
Buffalo	Erie	43
Glens Falls	Warren	39
Ithaca	Tompkins	39
Kingston	Ulster	43
Lake Placid	Essex	43
Manhattan	The borough of Manhattan	51
Nassau County/Great Neck	Nassau County	47
Niagara Falls	Niagara	39
Nyack/Palisades	Rockland	43
Owego	Tioga	35
Poughkeepsie	Dutchess	43
Rochester	Monroe	47
Saratoga Springs	Saratoga	43
Staten Island	Richmond	47
Suffolk County	Suffolk	43
Syracuse	Onondaga	39
Tarrytown	Westchester (except White Plains)	47
Waterloo/Romulus	Seneca	35
Watkins Glen	Schuyler	39
West Point	Orange	39
White Plains	City limits of White Plains (see Westchester County)	47
North Carolina		
Atlantic Beach	Carteret	35
Chapel Hill	Orange	43
Charlotte	Mecklenburg	43
Cherokee	Swain	35
Fayetteville	Cumberland	39
Greensboro	Guilford	43
Greenville	Pitt	35
Kill Devil	Dare	43
New Bern/Havelock	Craven	39
Raleigh	Wake	43
Research Triangle Park/Durham	Durham	47
Wilmington	New Hanover	39
Winston-Salem	Forsyth	43
Ohio		
Akron	Summit	43
Bellevue	Huron	35
Cambridge	Guernsey	35
Cincinnati	Hamilton and Warren	51
Cleveland	Cuyahoga	47

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Columbus	Franklin	43
Dayton	Montgomery, Wright-Patterson AFB	35
Fairborn	Greene	39
Geneva	Ashtabula	39
Hamilton	Butler	39
Lancaster	Fairfield	35
Port Clinton/Oak Harbor	Ottawa	39
Sandusky	Erie	43
Toledo	Lucas	35
Oklahoma		
Oklahoma City	Oklahoma	43
Oregon		
Ashland	Jackson	47
Beaverton	Washington	43
Bend	Deschutes	43
Clackamas	Clackamas	39
Crater Lake	Klamath	35
Eugene	Lane (except Florence)	43
Florence	City limits of Florence (see Lane County)	39
Gold Beach	Curry	35
Lincoln City/Newport	Lincoln	39
Portland	Multnomah	43
Seaside	Clatsop	39
Pennsylvania		
Allentown	Lehigh	35
Chester/Radnor/Essington	Delaware (except Wayne)	39
Easton	Northampton	35
Erie	Erie	35
Gettysburg	Adams	39
Harrisburg	Dauphin (except Hershey)	47
Hershey	City limits of Hershey (see Dauphin County)	43
King of Prussia/Fort Washington/Bala Cynwyd	Montgomery	47
Lancaster	Lancaster	43
Malvern/Downington/Valley Forge	Chester	43
Mechanicsburg	Cumberland	35
Philadelphia	Philadelphia	51
Pittsburgh	Allegheny	47
Reading	Berks	43
Scranton	Lackawanna	35
Warminster	Bucks County; Naval Air Development Center	39
Wayne	City limits of Wayne (see also Delaware County)	47
Rhode Island		

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
East Greenwich	Kent County; Naval Construction Battalion Center, Davisville	43
Newport	Newport	47
Providence	Providence	47
South Carolina		
Aiken	Aiken	35
Charleston/Berkeley	Charleston and Berkeley	43
Columbia	Richland	35
Greenville	Greenville	43
Hilton Head	Beaufort	47
Myrtle Beach	Horry County; Myrtle Beach AFB	47
South Dakota		
Custer	Custer	35
Hot Springs	Fall River	35
Rapid City	Pennington	35
Tennessee		
Alcoa/Townsend	Blount	35
Gatlinburg	Sevier	43
Memphis	Shelby	43
Murfreesboro	Rutherford	35
Nashville	Davidson	47
Williamson County	Williamson	35
Texas		
Amarillo	Potter	35
Arlington/Grapevine	Tarrant	39
Austin	Travis	43
Bryan	Brazos (except College Station)	35
College Station	City limits of College Station (see Brazos County)	39
Corpus Christi	Nueces	43
Dallas	Dallas	47
El Paso	El Paso	35
Fort Davis	Jeff Davis	35
Fort Worth	City limits of Fort Worth	43
Galveston	Galveston	47
Houston	Harris County; L.B. Johnson Space Center and Ellington AFB	47
Killeen	Bell	35
Laredo	Webb	35
McAllen	Hidalgo	39
Plano	Collin	39
San Antonio	Bexar	47
South Padre Island	Cameron	39
Waco	McLennan	35
Utah		
Bullfrog	Garfield	35
Cedar City	Iron	39
Moab	Grand	39
Ogden/Layton/Davis County	Weber and Davis	39
Park City	Summit	47
Provo	Utah	43

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Salt Lake City	Salt Lake; Dugway Proving Ground and Tooele Army Depot	39
Vermont		
Burlington/St. Albans	Chittenden and Franklin	39
Manchester	Bennington	47
Middlebury	Addison	43
Montpelier	Washington	35
White River Junction	Windsor	35
Virginia		
(For the cities of Alexandria, Fairfax, and Falls Church, and the counties of Arlington, Fairfax, and Loudoun, see District of Columbia)		
Charlottesville ⁴	City of	47
Colonial Heights	City of	35
Dinwiddie County	Dinwiddie	35
Hopewell	City of	35
Lynchburg ⁴	Campbell	43
Manassas/Woodbridge	Prince William	39
Petersburg	City of	35
Prince George County	Prince George	35
Richmond ⁴	Chesterfield and Henrico Counties; also Defense Supply Center	43
Roanoke ⁴	City limits of	39
Virginia Beach ⁴	Virginia Beach (also Norfolk, Portsmouth, and Chesapeake) ⁴	43
Wallops Island	Accomack	39
Williamsburg ⁴	Williamsburg (also Hampton, Newport News, York County, Naval Weapons Station, Yorktown) ⁴	43
Wintergreen	Nelson	47
Washington		
Anacortes	Skagit and Island	43
Bremerton	Kitsap	39
Everett	Snohomish (except Lynnwood)	43
Friday Harbor	San Juan	47
Lynnwood	City limits of Lynnwood (see Snohomish County)	39
Ocean Shores	Grays Harbor	43
Olympia/Tumwater	Thurston	43
Port Angeles	City limits of Port Angeles (see Clallam County)	43
Port Townsend	Jefferson	39
Seattle	King	51
Sequim	Clallam (except Port Angeles)	39
Spokane	Spokane	43
West Virginia		
Berkeley Springs	Morgan	39
Charleston	Kanawha	43
Martinsburg/Hedgesville	Berkley	35
Morgantown	Monongalia	39

State and Key City ¹	County and/or Other Location ^{2,3}	Rate (\$)
Shepherdstown	Jefferson	39
Wheeling	Ohio	39
Wisconsin		
Brookfield	Waukesha	43
Green Bay	Brown	39
Lake Geneva	Walworth	43
Madison	Dane	43
Milwaukee	Milwaukee	47
Racine	Racine	35
Sheboygan	Sheboygan	35
Sturgeon Bay	Door	39
Wisconsin Dells	Columbia	43
Wyoming		
Cody	Park	35
Jackson	Teton	47

¹ The per diem locality is defined as all locations within, or entirely surrounded by, the corporate limits of the key city, including independent entities located within those boundaries.

² Per diem localities with county definitions shall include all locations within, or entirely surrounded by, the corporate limits of the key city as well as the boundaries of the listed counties, including independent entities located within the boundaries of the key city and the listed counties.

³ When military installations or government-related facilities (whether or not specifically named) are located partially within the city or county boundary, the applicable per diem rate for the entire installation or facility is the higher of the two rates that apply to the cities and/or counties, even though part(s) of such activities may be located outside the defined per diem locality.

⁴ Denotes independent cities.

* * * * *

— National Accounting,
Finance, 9-18-03

CLARIFICATION

Field Financial Reporting Changes for PFY 2004

This article clarifies the article "Field Financial Reporting Changes for PFY 2004" in Postal Bulletin 22109 (8-21-03, pages 121–122).

The new Postal Fiscal Year (PFY) 2004 begins on October 1, 2003. For the first time in Postal Service™ history, all financial data will be transmitted electronically. In addition, all Postal Service business will be reported each business day, eliminating the need for some forms that have been in existence for many years. Additionally:

- Standard Accounting for Retail (SFAR) will be fully implemented.

- All unit data will be transmitted electronically.
- The Standard Field Accounting System (SFAS) and Postmaster Accounting (PMA) System will be retired.
- Accountbooks and Statements of Accounts (SOAs) will be discontinued.
- All District Accounting Offices (DAOs) will have been eliminated.
- We will be changing from the current 28-day reporting cycle to monthly accounting periods.

Monthly Reporting

The new calendar monthly reporting cycle will begin on October 1, 2003. The 3 1/2 weeks between the end of PFY 2003 on September 5 and the beginning of PFY 2004 on October 1 will be considered the transitional period. All offices were migrated to SAFR by the end of AP 13.

Electronic Transmission of Financial Data

All offices that do not report through Point of Service (POS) ONE or Integrated Retail Terminal (IRT) terminals are required to complete a PS Form 1412-A, *Daily Financial Form*, or PS Form 1412-B, *Daily Financial Report*, to support daily electronic transmission. The data from the PS Forms 1412 must be entered daily into either the Small Post Office Reporting Tool (SPORT) application or the MOVES application. The forms with supporting documentation should be kept in the offices. Offices designated to use the automated systems are as follows:

- **MOVES** — Offices currently using MOVES will continue to use it, along with PS Form 1412-A, for their daily transmission. Contract Postal Units (CPUs) will continue to forward their PS Form 1412-A to the host Post Office for transmission.
- **SPORT** — Stations and branches not currently using MOVES will use this application along with PS Form 1412-B for their daily transmission. PS Form 1412-B, April 2003 version, is specifically designed for ease of use by SPORT offices.

We recently revised both forms (PS Form 1412-A in August 2003 and PS Form 1412-B in April 2003).

You may obtain both forms online from the Postal Service PolicyNet Web site at <http://blue.usps.gov/cpim>; click on *Postal Forms*. You may also order them from the Material Distribution Center (MDC) as follows:

- **Touch Tone Order Entry (TTOE):** Call 800-332-0317, option 2.

Note: You must be registered to use TTOE. To register, call 800-332-0317, option 1, extension 2925, and follow the prompts to leave a message. (Wait 48 hours after registering before placing your first order).

- **E-mail:** Complete PS Form 7380, *MDC Supply Requisition* (manually or using FormFlow), and send it as an attachment to the e-mail address *MDC Customer Service* or to *mcustome@usps.gov*.

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

SUPPLY REQUISITIONS
MATERIAL DISTRIBUTION CENTER
500 SW GARY ORMSBY DR
TOPEKA KS 66624-9702

Use the following information to order PS Form 1412-A:

PSIN:	PS1412A
NSN:	7530-01-000-9295
Unit of Measure:	PD
Minimum Order Quantity:	1
Bulk Pack Quantity:	40
Quick Pick Number:	124
Price:	\$1.7681
Edition Date:	08/03

Use the following information to order PS Form 1412-B:

PSIN:	PS1412B
NSN:	7530-01-000-9296
Unit of Measure:	PD
Minimum Order Quantity:	2
Bulk Pack Quantity:	60
Quick Pick Number:	125
Price:	\$1.0428
Edition Date:	04/03

Accountbooks and Statement of Accounts

Accountbooks and SOAs will be discontinued as of the beginning of PFY 2004. The electronic transmission of daily financial data by all units eliminates the need for accountbooks. Continue to maintain all previous accountbooks and SOAs in accordance with established retention periods.

— Revenue and Field Accounting,
Finance, 9-18-03

Licensing

UPDATE

USPS Official Licensed Product Manufacturers and Distributors

The following is an addition to the list of USPS® Official Licensed Product manufacturers and distributors that appeared in *Postal Bulletin* 22109 (8-21-03, pages 142–151). Employees may use this information to purchase products for personal use or as premiums and giveaway items. **These products are not for resale.**

Products for Postal Service™ retail stores are available through the Official Licensed Retail Product (OLRP) program. For further information regarding the OLRP program, please contact your area or district retail manager.

USPS Promotional Products

Licensee	Products	Where Can I Buy These?	Other Sources
Add: IPROMOTEU 40 SPEEN ST STE 303 FRAMINGHAM MA 01701-1898	Mugs, T-shirts, mouse pads, and bookmarks.	Web: www.ipromoteu.com Telephone: 877-470-1436 Fax: 508-620-2721	For USPS promotional use only.

— Licensing,
Public Affairs and Communications, 9-18-03

Promotion. Postal Service Official Licensed Products

Lands' End Gift Certificates for USPS employees:

a quick call for you, plenty of choices for them!



Because you have enough decisions on your plate...

**Now you can reward staff
for a job well done with a
simple phone call.**

Lands' End® Gift Certificates let your crew choose quality apparel, home furnishings, and family gifts themselves — online or from any of our catalogs.

Choose any amount over \$25, and let us handle the details for you. We'll mail certificates with your choice of catalogs to you or to your recipients. We can also e-mail certificates if you'd prefer.

For a free catalog and discount information, call your USPS® consultant at Lands' End at 800-497-6570.



LANDS' END
DIRECT MERCHANDISE

Products featured in this promotion are for individual purchases or Postal Service promotional events. These items are *not* for resale in Postal Service retail stores.

You can obtain licensed items for retail sale through the Official Licensed Retail Product (OLRP) program. To become a member of the OLRP program, please contact your area retail manager. If you are currently a member of the OLRP program, you can purchase retail products online at <http://ebuy.usps.gov/>.

Promotion. Postal Service Official Licensed Products

STAMP PINS



ALL STAMP PINS ONLY

\$1.75 each

**SALE ENDS
SEPT. 30, 2003**

plus shipping & handling

CALL OR WRITE TODAY TO REQUEST A COMPLIMENTARY BROCHURE



3815 Academy Parkway North NE
Albuquerque, NM 87109-4408

800-336-2724
stamp pins.com

Products featured in this promotion are for individual purchases or Postal Service promotional events. These items are *not* for resale in Postal Service retail stores.

You can obtain licensed items for retail sale through the Official Licensed Retail Product (OLRP) program. To become a member of the OLRP program, please contact your area retail manager. If you are currently a member of the OLRP program, you can purchase retail products online at <http://ebuy.usps.gov/>.

Promotion. Postal Service Official Licensed Products

Newly Released!
 Officially licensed, limited edition,
 United States Postal Service®
BOBBING HEAD DOLLS



An official licensed
 product of the United
 States Postal Service.

- Each limited edition Bobbing Head Doll comes in a collector's display box.
- Bobbers are 7-1/2 inches tall.
- Each doll is carefully hand painted.
- Limited production run!
- Get together with co-workers to order a dozen or more and receive FREE SHIPPING!

Call today to place your order!



A Division of O.B.B., Incorporated
 P.O. Box 9575, Canton, OH 44711

800-294-3559

BosleyBobbers.com

In stock and ready to ship today!

Products featured in this promotion are for individual purchases or Postal Service promotional events. These items are *not* for resale in Postal Service retail stores.

You can obtain licensed items for retail sale through the Official Licensed Retail Product (OLRP) program. To become a member of the OLRP program, please contact your area retail manager. If you are currently a member of the OLRP program, you can purchase retail products online at <http://ebuy.usps.gov/>.

Promotion. Postal Service Official Licensed Products



USPS® Products



Stamp
Lapel Pins



Custom
Gift Sets



K082 Millennium
Key Tag



K6628 Trillium
Key Tag



O101 Wreath
Ornament



K0089 Flashlight
Key Tag

Concord Industries, Inc.

19 Willard Rd. Norwalk, Ct 06851

Tel: 800-553-9824 Fax: 203-750-6057 Web: www.uspsproducts.com

Products featured in this promotion are for individual purchases or Postal Service promotional events. These items are *not* for resale in Postal Service retail stores.

You can obtain licensed items for retail sale through the Official Licensed Retail Product (OLRP) program. To become a member of the OLRP program, please contact your area retail manager. If you are currently a member of the OLRP program, you can purchase retail products online at <http://ebuy.usps.gov/>.

Philately

STAMP ANNOUNCEMENT 03-28

Stop Family Violence Semipostal Stamp



Copyright 2003

The Postal Service™ will issue a 45-cent semipostal First-Class Mail® stamp, *Stop Family Violence* (Item 566100), in a pressure-sensitive adhesive (PSA) pane of 20 stamps on October 11, 2003, in Denver, Colorado.

The stamp, designed by Carl T. Herrman, Carlsbad, California, goes on sale nationwide October 11, 2003.

Each *Stop Family Violence* semipostal stamp will sell for 45 cents and will be valid for postage at the First-Class Mail® rate (the first-ounce rate) in effect at the time of purchase. The net proceeds from the surcharge will be transferred to the Department of Health and Human Services in

accordance with the provisions of the Stamp Out Domestic Violence Act of 2001, which the 107th Congress passed and President George W. Bush signed into law on November 12, 2001.

This semipostal will allow every American to contribute to a nationwide fight against domestic violence. Proceeds from the sale of this stamp will be used to help agencies across the country provide shelters for women in need, individual and group counseling, legal assistance, court and social service advocacy, emergency transportation, urgently needed food and clothing, and prevention programs.

Family violence is a national concern; its effects are felt regardless of age, race, or economic status. For this semipostal stamp, art director Carl T. Herrman selected artwork by a young girl that expresses the pain and sadness caused by domestic violence. Her work was photographed by Philip Channing, Santa Barbara, California.

How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase new stamps at their local Post Office™, by telephone at 800-STAMP-24, and at the Postal Store Web site at www.usps.com/shop. They should affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

STOP FAMILY VIOLENCE SEMIPOSTAL STAMP
PHILATELIC OFFICE
DOWNTOWN STATION
951 20TH ST
DENVER CO 80204-9998

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by November 11, 2003.



Stamp Fulfillment Services also offers first day covers for new stamp issues and Postal Service stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic* catalog. Customers may request a free catalog by telephoning 800-STAMP-24 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 1 year after the stamp's issuance.

Philatelic Products

There are no philatelic products for this stamp issue.

Distribution: Item 566100, *Stop Family Violence* Semipostal Stamp

Stamp distribution offices (SDOs) will receive approximately three-fourths of their standard automatic distribution quantities for a PSA sheet stamp. Distributions are rounded up to the nearest master carton size (40,000 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 17, *Stamp Requisition/Stamp Return*. SDOs must not distribute these commemorative stamps to Post Offices before October 6, 2003.

Philatelic Requirement

SDOs with authorized philatelic centers will receive an automatic distribution of these stamps in 10 positions for subsequent distribution to each philatelic window.

SDOs that serve this many philatelic retail counters . . .	will receive this quantity of the <i>Stop Family Violence</i> semipostal stamp, Item 566100.
1	20,000
2	20,000
3	40,000
4	40,000
5	60,000
6	60,000
8	80,000
9	100,000
12	120,000
13	140,000
16	160,000
19	200,000

Issue:	<i>Stop Family Violence</i>
Item Number:	566100
Denomination & Type of Issue:	Semipostal First-Class Mail® Stamp
Format:	Pane of 20 (one design)
Series:	N/A
Issue Date & City:	October 11, 2003, Denver, CO 80204
Designer:	Carl T. Herrman, Carlsbad, CA
Artist:	Monique M. Blais, Santa Barbara, CA
Art Director:	Carl T. Herrman, Carlsbad, CA
Photographer:	Philip Channing, Santa Barbara, CA
Typographer:	Carl T. Herrman, Carlsbad, CA
Engraver:	Keating Gravure
Modeler:	Avery Dennison, SPD
Manufacturing Process:	Gravure
Printer:	Avery Dennison (AVR)
Printed at:	AVR, Clinton, SC
Press Type:	Dia Nippon Kiko (DNK)
Stamps per Pane:	20
Print Quantity:	125 million stamps
Paper Type:	Nonphosphored, Type III
Gum Type:	Pressure sensitive
Processed at:	AVR, Clinton, SC
Colors:	Yellow, Red, Cyan, Black
Stamp Orientation:	Vertical
Image Area (w x h):	0.84 x 1.410 in./21.336 x 35.814 mm
Overall Size (w x h):	0.990 x 1.560 in./25.146 x 39.624 mm
Full Pane Size (w x h):	5.875 x 7.250 in./149.23 x 184.15 mm
Plate Size:	200 Stamps per revolution
Plate Numbers:	"V" followed by four (4) single digits
Marginal Markings:	"© 2003 USPS" • Price • Plate position diagram • Plate numbers (4 per pane) • 4 Barcodes on back • Header: "Stop Family Violence" / "National Domestic Violence Hotline" / "1-800-799 SAFE (800-799-7233) TTY 1-800-787-3224" / "or at www.ndvh.org " • Footer: "The Stamp Out Domestic Violence Act of 2001 directs the Postal Service to transfer the net proceeds from the sale of these semipostal stamps to the Department of Health and Human Services to support domestic violence programs. Each 'Stop Family Violence' semipostal stamp is valid for postage at the First-Class Mail®, first-ounce rate in effect at the time of purchase."
Catalog Item Number(s):	566120 Block of 4 — \$1.80 566130 Block of 10 — \$4.50 566140 Full Pane of 20 — \$9.00 566161 First Day Cover — \$0.83 566193 Full Pane w/FDC — \$9.83

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.

For fulfilling supplemental orders from SDOs, the Memphis, Chicago, and New York APDs will each receive 3,280,000 additional stamps; the San Francisco APD will receive 2,800,000 additional stamps; and the Denver APD will receive 1,400,000 additional stamps. For fulfilling supplemental orders from APDs, the Kansas City Stamp Services Center will receive 1,000,000 additional stamps.

Sales Policy

All Post Offices must acquire and maintain a supply of this new semipostal stamp as long as customer demand exists, or until the stamp is officially withdrawn from sale. If supplies run low, Post Offices must reorder additional quantities using their normal ordering procedures. **All sales of the *Stop Family Violence* semipostal stamp must be tracked in AIC 089.**

There will be no exceptions to this policy.

— Stamp Services,
Government Relations, 9-18-03

CORRECTION

Stamp Announcement 03-27, Antique Toys Definitive Stamps

The article titled "Stamp Announcement 03-27: Antique Toys Definitive Stamps" in Postal Bulletin 22110 (9-4-03, pages 85–86) omitted instructions on how to order the first day of issue postmark. These instructions appear below.

Antique Toys Definitive Stamps — How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase new stamps at their local Post Office™, by telephone at 800-STAMP-24, and at the Postal Store Web site at www.usps.com/shop. They should affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

ANTIQUE TOYS DEFINITIVE STAMP
POSTMASTER
PO BOX 92282
WASHINGTON DC 20090-2282

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 October 3, 2003.

Stamp Fulfillment Services also offers first day covers for new stamp issues and Postal Service stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic* catalog. Customers may request a free catalog by telephoning 800-STAMP-24 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 1 year after the stamp's issuance.

— Stamp Services,
Government Relations, 9-18-03

STAMP ANNOUNCEMENT 03-29

Christmas — Madonna and Child



Copyright 2001

The Postal Service™ will issue a 37-cent *Madonna and Child* stamp (Item 672400) in a pressure-sensitive adhesive (PSA) pane of 20 stamps on October 23, 2003, in New York, New York. The stamp, designed by Richard Sheaff, Scottsdale, Arizona, and based on the artwork of Jan Gossaert, goes on sale nationwide October 24, 2003.

The *Madonna and Child* stamp (formerly known as *Holiday Traditional*) has attracted a devoted following. This *Christmas* series stamp is a detail of Jan Gossaert's oil-on-panel painting of the Madonna and Child, circa 1520, from the Charles H. and Mary F. S. Worcester Collection at The Art Institute of Chicago.

The *Madonna and Child* stamp was previously issued on October 10, 2002, in a convertible booklet of 20 stamps (670200).

Issue:	<i>Madonna and Child</i>
Item Number:	672400
Denomination & Type of Issue:	37-cent Special
Format:	Double-sided Convertible Booklet of 20 (1 design)
Series:	<i>Christmas</i>
Issue Date & City:	October 23, 2003, New York, NY 10199
Artist:	Jan Gossaert, painting from the Charles H. and Mary F. S. Worcester collection at The Art Institute of Chicago
Designer:	Richard Sheaff, Scottsdale, AZ
Engraver:	N/A
Art Director:	Richard Sheaff, Scottsdale, AZ
Typographer:	Richard Sheaff, Scottsdale, AZ
Modeler:	Joseph Sheeran
Manufacturing Process:	Offset
Printer:	Ashton Potter USA Ltd. (APU)
Printed at:	Williamsville, NY
Press Type:	Stevens, Varisize Security Press
Stamps per Booklet:	20
Print Quantity:	700 million stamps
Paper Type:	Prephosphored, Type II
Adhesive Type:	Pressure sensitive
Processed at:	Ashton Potter USA Ltd. (APU)
Colors:	
Outside Cover:	Black, Cyan, Magenta, Yellow, PMS 485 (Red), Pantone Green
Stamp:	Black, Cyan, Magenta, Yellow
Stamp Orientation:	Vertical
Image Area (w x h):	0.77 x 1.050 in./19.558 x 26.67 mm
Overall Size (w x h):	0.91 x 1.19 in./23.114 x 30.226 mm
Booklet Size (w x h):	2.38 x 5.76 in./60.452 x 146.304 mm
Plate Size:	540 stamps per revolution
Plate Numbers:	"P" followed by four (4) single digits
Marginal Markings:	
Stamp Side:	"© 1999 USPS" • Plate numbers • "Peel here to fold"
Cover Side:	Price • Barcode • "Season's Greetings" • Price
Catalog Item Number(s):	672440 PSA Double-sided Book of 20 — \$7.40 672461 First Day Cover — \$0.75

How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase new stamps at their local Post Office™, by telephone at 800-STAMP-24, and at the Postal Store Web site at www.usps.com/shop. They should affix the stamps to envelopes of their choice,

address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

CHRISTMAS MADONNA AND CHILD STAMP
POSTMASTER
421 EIGHTH AVE RM 2029B
NEW YORK NY 10199-9991

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 November 22, 2003.

Stamp Fulfillment Services also offers first day covers for new stamp issues and Postal Service stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic* catalog. Customers may request a free catalog by telephoning 800-STAMP-24 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 1 year after the stamp's issuance.

Philatelic Products

There are no philatelic products for this stamp issue.

Distribution: Item 672400, \$7.40 *Madonna and Child* Double-sided Booklet of 20 Stamps

Stamp distribution offices (SDOs) will receive approximately one-half of their standard automatic distribution quantity for a PSA booklet. Distributions are rounded up to the nearest master carton size (4,000 booklets).

Initial Supply to Post Offices

SDOs will make a subsequent automatic distribution to Post Offices of approximately one-half of their standard automatic distribution quantities using PS Form 17, *Stamp Requisition/Stamp Return*. SDOs must not distribute stamps to Post Offices before October 17, 2003.

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.

For fulfilling supplemental orders from SDOs, the Chicago, Memphis, and New York APDs will each receive 420,000 additional booklets; the San Francisco APD will receive 360,000 additional booklets; and the Denver APD will receive 180,000 additional booklets.

Philatelic Requirement

Authorized philatelic centers requiring the \$7.40 *Madonna and Child* convertible booklets of 20 must order Item 672400 from their designated SDO using a separate PS Form 17.

— Stamp Services,
Government Relations, 9-18-03

STAMP ANNOUNCEMENT 03-30

Holiday — Holiday Music Makers

Copyright 2002

The Postal Service™ will issue 37-cent *Holiday Music Makers* stamps in four designs on October 23, 2003, in New York, New York. The stamps, designed by Ethel Kessler, Bethesda, Maryland, go on sale nationwide October 24, 2003.

Featuring whimsical Santas and fanciful reindeer playing horns, panpipes, and a drum, these lighthearted, colorful stamps are reminders of the joys of the season. Illustrator Diane Teske Harris of Billings, Montana, created the airbrush artwork for these colorful stamps.

The *Holiday Music Makers* stamps will be issued in a pressure-sensitive adhesive (PSA) pane of 20 (Item 564000), a double-sided convertible booklet of 20 (Item 672200), a folded vending booklet of 20 (Item 672300), and a set of 20 stamped cards (883400).

How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase new stamps at their local Post Office™, by telephone at 800-STAMP-24, and at the Postal Store Web site at www.usps.com/shop. They should affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

HOLIDAY MUSIC MAKERS STAMPS
POSTMASTER
421 EIGHTH AVE RM 2029B
NEW YORK NY 10199-9991

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 November 22, 2003.

Stamp Fulfillment Services also offers first day covers for new stamp issues and Postal Service stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic* catalog. Customers may request a free catalog by telephoning 800-STAMP-24 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 1 year after the stamps' issuance.

Philatelic Products

There is a philatelic product for this stamp issue. The *Holiday Music Makers* stamped card (Item 564066), priced at \$9.75, is a set of 20 ready-to-mail cards on sheets featuring one each of the four stamp images. The cards will be available while supplies last at Post Offices, by telephone at 800-STAMP-24, and at the Postal Store Web site at www.usps.com/shop.

Distribution: Item 564000, *Holiday Music Makers* Pane of 20

Stamp distribution offices (SDOs) will receive a full standard automatic distribution quantity, plus an additional one-fourth, for a PSA sheet stamp. Distributions are rounded up to the nearest master carton size (40,000 stamps).

Initial Supply to Post Offices

SDOs will make a subsequent automatic distribution to Post Offices for their full standard automatic distribution quantity for a PSA sheet stamp using PS Form 17, *Stamp Requisition/Stamp Return*. SDOs must not distribute stamps to Post Offices before October 17, 2003.

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.

For fulfilling supplemental orders from SDOs, the Memphis, Chicago, and New York APDs will each receive 2,400,000 additional stamps; the San Francisco APD will receive 1,920,000 additional stamps; and the Denver APD will receive 800,000 additional stamps.

Philatelic Requirement

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

SDOs that serve this many philatelic retail counters . . .	will receive this quantity of the <i>Holiday Music Makers</i> stamps, Item 564000.
1	16,000
2	16,000
3	32,000
4	32,000
5	48,000
6	48,000
8	64,000
9	80,000
12	96,000
13	112,000
16	128,000
19	160,000

Issue:	<i>Holiday Music Makers</i>
Item Number:	564000
Denomination & Type of Issue:	37-cent Special
Format:	Pane of 20 (4 designs)
Series:	<i>Holiday</i>
Issue Date & City:	October 23, 2003, New York, NY 10199
Designer:	Ethel Kessler, Bethesda, MD
Art Director:	Ethel Kessler, Bethesda, MD
Artist:	Diane Teske Harris, Billings, MT
Typographer:	Greg Berger, Bethesda, MD
Engraver:	Southern Graphics
Modeler:	Donald Woo
Manufacturing Process:	Gravure
Printer:	Sennett Security Products (SSP)
Printed at:	American Packaging Corporation, Columbus, WI
Press Type:	Rotomec 5, 3000
Stamps per Pane:	20
Print Quantity:	125 million stamps
Paper Type:	Prephosphored, Type II
Adhesive Type:	Pressure sensitive
Processed at:	Unique Binders, Fredericksburg, VA
Colors:	Red, Yellow, Green, Purple
Stamp Orientation:	Vertical
Image Area (w x h):	0.76 x 1.04 in./19.30 x 26.41 mm
Overall Size (w x h):	0.91 x 1.19 in./23.11 x 30.22 mm
Full Pane Size (w x h):	5.46 x 5.8125 in./138.68 x 131.63 mm
Plate Size:	320 stamps per revolution
Plate Numbers:	"S" followed by four (4) single digits
Marginal Markings:	"© 2002 USPS" • Price • Plate position diagram • Plate numbers (4 per pane) • 4 Barcodes on back
Catalog Item Number(s):	564020 Block of 4 — \$1.48 564030 Block of 10 — \$3.70 564040 Full Pane of 20 — \$7.40 564063 First Day Cover, Set of 4 — \$3.00 564093 Full Pane w/FDC, Set of 4 — \$10.40 564066 Stamped Card — \$9.75

Distribution: Item 672200, *Holiday Music Makers* Double-sided Convertible Booklet of 20

SDOs will receive a full standard automatic distribution quantity for a PSA booklet. Distributions are rounded up to the nearest master carton size (4,000 booklets).

Initial Supply to Post Offices

SDOs will make a subsequent automatic distribution to Post Offices for their full standard automatic distribution quantity for a PSA sheet stamp using PS Form 17, *Stamp Requisition/Stamp Return*. SDOs must not distribute stamps to Post Offices before October 17, 2003.

Philatelic Requirement

Authorized philatelic centers requiring the *Holiday Music Makers* PSA double-sided booklet of 20 must order Item 672200 from their designated SDO using a separate PS Form 17.

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 APD using PS Form 17.

For fulfilling supplemental orders from SDOs, the Memphis, Chicago, and New York APDs will each receive 1,000,000 additional booklets; the San Francisco APD will receive 800,000 additional booklets; and the Denver APD will receive 400,000 additional booklets.

Distribution: Items 672300 and 672311, *Holiday Music Makers* Folded Vending Book of 20 (PSA) (Vending Use Only)

SDOs will receive automatic distributions of the *Holiday Music Makers* folded vending books of 20, both straight books (Item 672300) and crisscross books (Item 672311). Distributions are rounded up to the nearest master carton size (4,500 books for straight; 3,000 books for crisscross).

Initial Supply to Post Offices

SDOs *will not* make a subsequent automatic distribution to Post Offices. *Only* Post Offices equipped with the appropriate self-service vending machines may order these items from their designated SDO using a separate PS Form 17, *Stamp Requisition/Stamp Return*. SDOs must not distribute stamps to Post Offices before October 17, 2003.

Issue:	<i>Holiday Music Makers</i>
Item Number:	672200
Denomination & Type of Issue:	37-cent Special
Format:	Double-sided Convertible Booklet of 20 (4 designs)
Series:	<i>Holiday</i>
Issue Date & City:	October 23, 2003, New York, NY 10199
Designer:	Ethel Kessler, Bethesda, MD
Artist:	Diane Teske Harris, Billings, MT
Art Director:	Ethel Kessler, Bethesda, MD
Typographer:	Greg Berger, Bethesda, MD
Engraver:	Southern Graphics
Modeler:	Donald H. Woo
Manufacturing Process:	Gravure
Printer:	Sennett Security Products (SSP)
Printed at:	American Packaging Corporation, Columbus, WI
Press Type:	Rotomek 5, 3000
Stamps per Book:	20
Print Quantity:	1.75 million stamps
Paper Type:	Prephosphored, Type II
Adhesive Type:	Pressure sensitive
Processed at:	Unique Binders, Fredericksburg, VA
Colors:	Red, Yellow, Green, Purple
Stamp Orientation:	Vertical
Image Area (w x h):	0.76 x 1.04 in./19.30 x 26.67 mm
Overall Size (w x h):	0.91 x 1.19 in./23.11 x 30.22 mm
Booklet Size (w x h):	1.823 x 7.50 in./46.30 x 190.50 mm
Plate Size:	288 stamps per revolution
Plate Numbers:	"S" followed by four (4) single digits
Marginal Markings:	"© 2002 USPS" • Plate numbers • □"Peel here to fold"
Catalog Item Number(s):	672240 Convertible Book of 20 — \$7.40 672263 First Day Cover, Set of 4 — \$3.00

Additional Supply

Authorized Post Offices, requiring additional books for restocking of the appropriate self-service vending machines, must requisition them from their designated SDO using PS Form 17. SDOs requiring additional books must order them from the APD using PS Form 17.

For fulfilling supplemental orders from SDOs, APDs will receive additional quantities of the vendible straight books (Item 672300) and crisscross books (Item 672311).

Issue: *Holiday Music Makers*
 Item Number: 672300
 Denomination & Type of Issue: 37-cent Special
 Format: Vending Booklet of 20 (4 designs)
 Series: *Holiday*
 Issue Date & City: October 23, 2003,
 New York, NY 10199
 Designer: Ethel Kessler, Bethesda, MD
 Artist: Diane Teske Harris, Billings, MT
 Art Director: Ethel Kessler, Bethesda, MD
 Typographer: Greg Berger, Bethesda, MD
 Engraver: Southern Graphics
 Modeler: Donald H. Woo
 Manufacturing Process: Gravure
 Printer: Sennett Security Products (SSP)
 Printed at: American Packaging Corporation,
 Columbus, WI
 Press Type: Rotomek 5, 3000
 Stamps per Book: 20
 Print Quantity: 200.99 million stamps
 Paper Type: Prephosphored, Type II
 Adhesive Type: Pressure sensitive
 Processed at: Unique Binders, Fredericksburg, VA
 Colors: Red, Yellow, Green, Purple, Orange
 Stamp Orientation: Vertical
 Image Area (w x h): 0.72 x 0.832 in./18.28 x 21.13 mm
 Overall Size (w x h): 0.87 x 0.982 in./22.09 x 24.94 mm
 Booklet Size (w x h): 1.740 x 10.375 in./44.19 x
 263.52 mm
 Plate Size: 480 stamps per revolution
 Plate Numbers: "S" followed by five (5) single digits
 Marginal Markings: "© 2002 USPS" • Plate numbers •
 Price • Barcode • USPS logo
 Catalog Item Number(s): 672340 Vending Book of 20 — \$7.40

Issue: *Holiday Music Makers*
 Item Number: 883400
 Denomination & Type of Issue: 23-cent Stamped Postal Card
 Format: \$9.75 Set of 20 Stamped Cards
 (4 designs)
 Series: *Holiday*
 Issue Date & City: October 23, 2003,
 New York, NY 10199
 Designer: Ethel Kessler, Bethesda, MD
 Engraver: N/A
 Art Director: Ethel Kessler, Bethesda, MD
 Typographer: Greg Berger, Bethesda, MD
 Artist: Diane Teske Harris, Billings, MT
 Modeler: Joseph Sheeran
 Manufacturing Process: Offset
 Printer: Sterling Sommer
 Printed at: Tonawanda, NY
 Press Type: Heidelberg
 Cards per sheet: 4
 Print Quantity: 50,000 sets (1 million cards)
 Paper Type: Nonphosphored, Type III, Block
 Adhesive Type: N/A
 Processed at: Sterling Sommer, Tonawanda, NY
 Colors: Black, Cyan, Magenta, Yellow
 Stamp Orientation: Vertical
 Card Size (w x h): 5.5 x 4.25 in./139.7 x 107.95 mm
 Full Pane Size (w x h): 11 x 8.5 x in./279.4 x 215.9 mm
 Plate Size: 32 cards per revolution
 Plate Numbers: N/A
 Marginal Markings: "© 2003 USPS"
 Catalog Item Number(s): 564066 Stamped Card — \$9.75

— Stamp Services,
 Government Relations, 9-18-03

STAMP ANNOUNCEMENT 03-31

Snowy Egret Definitive Stamp



Copyright 2003

The Postal Service™ will issue a 37-cent *Snowy Egret* definitive stamp on October 24, 2003, in New York, New York. The stamp, designed by Carl T. Hermann, Carlsbad, California, goes on sale nationwide October 25, 2003. The stamp will be issued in a pressure-sensitive adhesive (PSA) coil of 100 stamps (Item 782200).

Considered one of the most beautiful American birds, the snowy egret (*Egretta thula*) is a slender white heron with black legs and bright yellow feet. This bird lives in marshes, swamps, and other wetlands. When flying or searching for food, it can curve its long neck into a compact "S" shape.

The stamp features artist Nancy Stahl's rendering of a snowy egret. Based on photographs, the image depicts the head and upper body of a snowy egret against a blue background.

How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase new stamps at their local Post Office™, by telephone at 800-STAMP-24, and at the Postal Store Web site at www.usps.com/shop. They should affix the stamps to envelopes of their choice,

address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

SNOWY EGRET DEFINITIVE STAMP
POSTMASTER
421 EIGHTH AVE RM 2029B
NEW YORK NY 10199

Issue:	<i>Snowy Egret</i>
Item Number:	782200
Denomination & Type of Issue:	37-cent Definitive
Format:	Coil of 100 (1 design)
Series:	N/A
Issue Date & City:	October 24, 2003, New York, NY 10199
Designer:	Carl T. Hermann, Carlsbad, CA
Artist:	Nancy Stahl, New York, NY
Art Director:	Carl T. Hermann, Carlsbad, CA
Typographer:	Carl T. Hermann, Carlsbad, CA
Modeler:	Avery Dennison, SPD
Manufacturing Process:	Gravure
Printer:	Avery Dennison, (AVR)
Printed at:	AVR, Clinton, SC
Press Type:	Dia Nippon Kiko
Stamps per Coil:	100
Print Quantity:	2 billion stamps
Paper Type:	Prephosphored, Type I
Adhesive Type:	Pressure sensitive
Processed at:	AVR, Clinton, SC
Colors:	Egret Yellow, Egret Light Blue, Egret Dark Blue, Black
Stamp Orientation:	Vertical
Image Area (w x h):	0.720 x 0.818 in./18.288 x 20.777 mm
Overall Size (w x h):	0.86932 x 0.982 in./22.081 x 24.943 mm
Full Pane Size (w x h):	N/A
Plate Size:	396 stamps per revolution
Plate Numbers:	"V" followed by four (4) single digits
Catalog Item Number(s):	782240 PSA Coil of 100 — \$37.00 782261 First Day Cover — \$0.75

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 November 23, 2003.

Stamp Fulfillment Services also offers first day covers for new stamp issues and Postal Service stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic* catalog. Customers may

request a free catalog by telephoning 800-STAMP-24 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 1 year after the stamp's issuance.

Philatelic Products

There are no philatelic products for this stamp issue.

Distribution: Item 782200, *Snowy Egret* PSA Coil of 100 Stamps

Stamp distribution offices (SDOs) will receive an automatic distribution of the *Snowy Egret* PSA coil of 100. After the initial distribution, additional automatic shipments of Item 782200 will follow quarterly. Distributions are rounded up to the nearest master carton size (800 coils).

Initial Supply to Post Offices

SDOs *will not* make a subsequent automatic distribution to Post Offices. Post Offices requiring quantities of Item 782200 must order them from their designated SDO using a separate PS Form 17, *Stamp Requisition/Stamp Return*. SDOs must not distribute these coils to Post Offices before October 17, 2003.

Philatelic Requirement

Authorized philatelic centers requiring the *Snowy Egret* PSA coil of 100 must order Item 782200 from their designated SDO using a separate PS Form 17.

Additional Supply

Post Offices requiring additional coils must requisition them from their designated SDO using PS Form 17. SDOs requiring additional coils must order them from the appropriate accountable paper depository (APD) using PS Form 17.

For fulfilling supplemental orders from SDOs, the Memphis, Chicago, and New York APDs will each receive 86,400 additional coils; the San Francisco APD will receive 72,000 additional coils; and the Denver APD will receive 43,200 additional coils.

— Stamp Services,
Government Relations, 9-18-03

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 postmarked no later than 30 days following the requested pictorial cancellation date.*

All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail® post-

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

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).

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

The following cancellations have been extended for 30 days.



August 21, 2003
AMERICAN TREASURES
STATION
CRC
250 ST JOSEPH ST
MOBILE AL 36601-9813



August 22, 2003
SESQUICENTENNIAL STATION
POSTMASTER
HWY 5
CLOPTON AL 26317-9998



August 22-23, 2003
100TH ANNIVERSARY
STATION
POSTMASTER
PO BOX 9998
KINGSTON MI 48741-9998



August 23-24, 2003
Offutt Air Force Base
CENTENNIAL OF FLIGHT
STATION
OMAHA PHILATELIC WINDOW
1124 PACIFIC ST
OMAHA NE 68108-9998



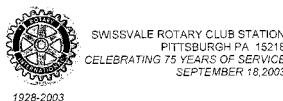
August 25, 2003
MODOT Proclamation Event
Planners
THE CENTENNIAL OF FLIGHT
STATION
POSTMASTER
131 WEST HIGH ST
JEFFERSON CITY MO 65101-9998



August 29, 2003
Postal Service
BATTLE OF NEWPORT RHODE
ISLAND 225TH ANNIVERSARY
STATION
POSTMASTER
PO BOX 9998
NEWPORT RI 02840-9998



August 31, 2003
Postal Service
100TH ANNIVERSARY STATION
POSTMASTER
PO BOX 5066
MILWAUKEE WI 53201-5066



September 18, 2003
Swissvale Rotary Club
SWISSVALE ROTARY CLUB
STATION
POSTMASTER
1911 MONONGAHELA AVE
PITTSBURGH PA 15218-9996

The following cancellations have been extended for 90 days.



June 28, 2003

Postal Service HQ Public Affairs / Events
TOURING FOR 100 YEARS STATION
POSTMASTER
PO BOX 92282
WASHINGTON DC 20090-2282



July 27, 2003

Postal Service HQ Public Affairs / Events
LANCE ARMSTRONG STATION
POSTMASTER
PO BOX 92282
WASHINGTON DC 20090-2282



75th Anniversary Station
September 20, 2003
Glenmont, NY 12077

September 20, 2003

Selkirk Fire District
75TH ANNIVERSARY STATION
POSTMASTER
402 FEURA BUSH RD
GLENMONT NY 12077-9998

Selkirk Fire District
75TH ANNIVERSARY STATION
POSTMASTER
541 BRIDGE ST
SOUTH BETHLEHEM NY 12161-9998

Selkirk Fire District
75TH ANNIVERSARY STATION
POSTMASTER
155 US RT 9 WEST
SELKIRK NY 12158-9998



October 1, 2003

Maine Breast and Cervical Health Program,
Penobscot Coalition
BREAST CANCER AWARENESS STATION
POSTMASTER
202 HARLOW ST
BANGOR ME 04401-9998

Maine Breast and Cervical Health Program,
Penobscot Coalition
BREAST CANCER AWARENESS STATION
POSTMASTER
50 FLEMING ST
LINCOLN ME 04457-9998

Maine Breast and Cervical Health Program,
Penobscot Coalition
BREAST CANCER AWARENESS STATION
POSTMASTER
41 NORTH ST
DOVER-FOXCROFT ME 04426-9998

Maine Breast and Cervical Health Program,
Penobscot Coalition
BREAST CANCER AWARENESS STATION
POSTMASTER
141 CENTER ST
OLD TOWN ME 04468-9998

Maine Breast and Cervical Health Program,
Penobscot Coalition
BREAST CANCER AWARENESS STATION
POSTMASTER
114 WESTERN AVE
HAMPDEN ME 04444-9998

Maine Breast and Cervical Health Program,
Penobscot Coalition
BREAST CANCER AWARENESS STATION
POSTMASTER
1 BENNOCH RD
ORONO ME 04473-9998

CENTENARIO STATION



September 2, 2003
PONCE PR 00730

September 2, 2003

Comite Centenario Ponce High
School
PONCE HIGH SCHOOL
CENTENARIO STATION
POSTMASTER
PICTORIAL CANCELLATION
COORDINATOR
CARIBBEAN DISTRICT
585 AVE FD ROOSEVELT
SUITE 223
SAN JUAN PR 00936-9996



Birth of Strategic Bombing
Graveyard Of The Atlantic Station
September 5, 2003

80th Anniversary Hatteras NC 27943

September 5, 2003

Graveyard of the Atlantic Museum
GRAVEYARD OF THE ATLANTIC
STATION
POSTMASTER
57689 NC HWY 12
HATTERAS NC 27943-9998



September 3, 2003

Col. Joseph Rodriguez Chapter of
the Korean War Veterans
FORT BLISS MUSEUM STATION
POSTMASTER
8401 BOEING DR
EL PASO TX 79906-9998



September 5-7, 2003

Norwalk (CT) Stamp Club
OYSTER FESTIVAL STATION
POSTMASTER
16 WASHINGTON ST
NORWALK CT 06856-9998



Keel Laying Station
USS George H. W. Bush (CVN 77)



September 6, 2003

Postal Service

KEEL LAYING STATION
CRC
101 25TH ST
NEWPORT NEWS VA
23607-9998



Princeton, IL

61356

Sept. 13, 2003

Bureau County Festival Station

September 13, 2003

Bureau County Homestead Festival

BUREAU COUNTY FESTIVAL
STATION
POSTMASTER
326 SOUTH MAIN ST
PRINCETON IL 61356-9998



SEPTEMBER 6, 2003
MONTGOMERY AL 36104

September 6, 2003

MONTAPEX STATION
POSTMASTER
6701 WINTON BLOUNT BLVD
MONTGOMERY AL 36119-9813



First United
Methodist
Church
Clyde, Texas
79510
Sept. 14, 2003
Centennial
Station

Of Amazing Grace

September 14, 2003

First United Methodist Church, Clyde, TX

CENTENNIAL STATION
POSTMASTER
615 ELM ST
CLYDE TX 79510-9998



Uncle Sam Parade Station
Troy, New York 12180
September 7, 2003

**28th
Anniversary**

September 7, 2003

Uncle Sam Stamp Club

UNCLE SAM PARADE STATION
POSTMASTER
400 BROADWAY
TROY NY 12180-9998

Celebrating Hispanic Heritage Month Station



Roxbury MA 02119

September 16, 2003

CELEBRATING HISPANIC
MONTH STATION
POSTMASTER
25 DORCHESTER AVE RM 4009
BOSTON MA 02205-9998



September 11, 2003

Postal Service

HEROES OF 2001 STATION
POSTMASTER
525 8TH ST
AUGUSTA GA 30901-9998



KINGSTON

**Striper Festival
STATION**

Kingston, Oklahoma 73439
September 20, 2003

September 17-20, 2003

Striper Festival

KINGSTON STRIPER FESTIVAL
STATION
POSTMASTER
PO BOX 9998
KINGSTON OK 73439-9998



September 11, 2003

LOG CABIN STATION
POSTMASTER
1215 MAIN
HUNTSVILLE MO 65259-9998



September 18-21, 2003

Michigan Fireman's Memorial Festival Column

FESTIVAL STATION
POSTMASTER
PO BOX 9998
ROSCOMMON MI 48653-9998

RUGBY LIONS CLUB STATION



1928-2003

*75 Years of Service
from the Geographical Center
of North America*

*Rugby, North Dakota 58368
September 12, 2003*

September 12-13, 2003

Rugby Lions Club

LIONS CLUB STATION
POSTMASTER
205 2ND ST SOUTHEAST
RUGBY ND 58368-9998



September 19, 2003

Early Football Heroes Station
Flint MI 48502

September 19, 2003

Carl Banks NFL

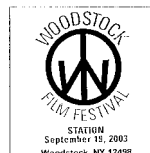
EARLY FOOTBALL HEROES
STATION
POSTMASTER
PO BOX 9998
FLINT MI 48502-9998



100 Years
Building Modernization
Elks Lodge "57" Station
Fond du Lac WI 54935
September 13, 2003

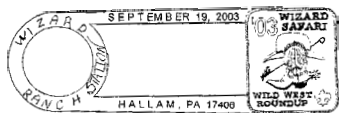
September 13, 2003

ELKS LODGE 57 STATION
POSTMASTER
PO BOX 9998
FOND DU LAC WI 54935-9998



September 19, 2003

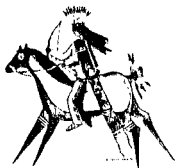
WOODSTOCK FILM FESTIVAL
STATION
POSTMASTER
PO BOX 9998
WOODSTOCK NY 12498-9998



September 19, 2003
Boy Scouts of America
 WIZARD RANCH STATION
 POSTMASTER
 200 SOUTH GEORGE ST
 YORK PA 17405-9998



September 19–21, 2003
Postal Service
 2003 FIELD DAY OF THE PAST
 STATION
 POSTMASTER
 16590 POUNCY TRACT RD
 ROCKVILLE VA 23146-9998



CENTENNIAL
 Station
 1903 2003

September 19, 2003
 Clinton, OK 73601

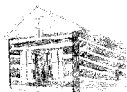
September 19, 2003
*City of Clinton Centennial
 Committee*
 CENTENNIAL STATION
 POSTMASTER
 212 SOUTH 11TH ST
 CLINTON OK 73601-9998



September 19, 2003 Saxonburg, PA 16056

September 19–21 / 27–28 2003
Penn's Colony Festival
 PENNS COLONY STATION
 POSTMASTER
 PO BOX 9998
 SAXONBURG PA 16056-9998

Rev. Jermiah Abell Cabin. 1797



Cow Days Sta. Sept. 19, 2003
 Greensburg, Kentucky 42743

September 19–20, 2003
*Community Problem Solving
 Team*
 COW DAYS STATION
 POSTMASTER
 PO BOX 9998
 GREENSBURG KY 42743-9998



September 20, 2003
Postal Service
 100TH ANNIVERSARY STATION
 POSTMASTER
 PO BOX 9998
 HYDE PARK VT 05655-9998



DISTRICT 11 ALUMNI
 ASSOCIATION STATION
 SHIDLER, OKLAHOMA 74652

September 19–20, 2003
District 11 Alumni Association
 DISTRICT 11 ALUMNI
 ASSOCIATION STATION
 POSTMASTER
 PO BOX 9998
 SHIDLER OK 74652-9998



75th Anniversary Station
 September 20, 2003
 Middletown, NJ 07748

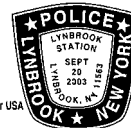
September 20, 2003
 75TH ANNIVERSARY STATION
 POSTMASTER
 1601 HWY 35
 MIDDLETOWN NJ 07748-9998



Philadelphia National
 Stamp Exhibition Station
 King of Prussia, PA 19406
 September 19, 2003



September 19–21, 2003
*Philadelphia National Stamp
 Exhibition*
 PHILADELPHIA NATIONAL
 STAMP EXHIBITION STATION
 POSTMASTER
 741 THIRD AVE
 KING OF PRUSSIA PA
 19406-9998



September 20, 2003
Postal Service
 POLICE EXPO STATION
 POSTMASTER
 PO BOX 9998
 LYNBROOK NY 11563-9998



Philadelphia National
 Stamp Exhibition Station
 King of Prussia, PA 19406
 September 19, 2003

September 19–21, 2003
*Philadelphia National Stamp
 Exhibition*
 PHILADELPHIA NATIONAL
 STAMP EXHIBITION STATION
 POSTMASTER
 741 THIRD AVE
 KING OF PRUSSIA PA
 19406-9998



NEW SCOTLAND
 PLUM FEST 2003 STATION
 SEPTEMBER 20, 2003
 SLINGERLANDS, NY 12159

September 20, 2003
*The New Scotland Historical
 Association*
 NEW SCOTLAND PLUM FEST
 2003 STATION
 POSTMASTER
 1399 NEW SCOTLAND RD
 SLINGERLANDS NY 12159-9998

SEP 19
 2003



September 19–21, 2003
Houston Philatelic Society
 GREATER HOUSTON STAMP
 SHOW STATION 77201
 WINDOW UNIT STATION
 MANAGER
 401 FRANKLIN ST
 HOUSTON TX 77201-9998

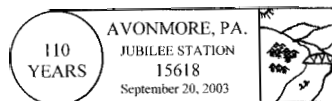


1800-2003
 CELEBRATING 203 YEARS
 Station
 Ulster County
 Plattekill, NY 12568
 September 20, 2003

September 20, 2003
 1800–2003 CELEBRATING 203
 YEARS STATION
 POSTMASTER
 PO BOX 9998
 PLATTEKILL NY 12568-9998



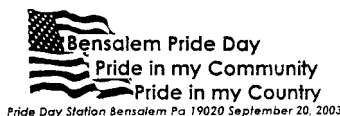
September 20, 2003
 Vernon Downs Raceway
 VERNON DOWNS STATION
 POSTMASTER
 PO BOX 9998
 VERNON NY 13476-9998



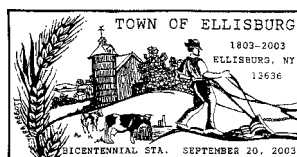
September 20, 2003
 Avonmore Anniversary Committee
 JUBILEE STATION
 POSTMASTER
 516 WESTMORELAN ST
 AVONMORE PA 15618-9998



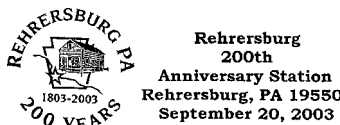
September 20, 2003
 Governor Flower Monument
 Centennial Committee
 GOV FLOWER MONUMENT
 REDEDICATION STATION
 POSTMASTER
 232 COMMERCE PARK DR
 WATERTOWN NY 13601-9998



September 20, 2003
 Bensalem Post Office —
 Philadelphia District
 PRIDE DAY STATION
 POSTMASTER
 1800 BYBERRY RD
 BENSALEM PA 19020-9998



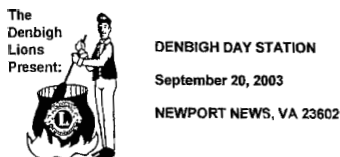
September 20, 2003
 Ellisburg Bicentennial Committee
 BICENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 ELLISBURG NY 13636-9998



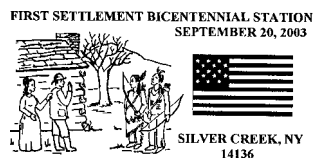
September 20, 2003
 Rehersburg Bicentennial
 Committee
 REHERRSBURG 200TH
 ANNIVERSARY STATION
 POSTMASTER
 349 GODFREY ST
 REHERRSBURG PA 19550-9998



September 20, 2003
 Richford Potato Festival
 Committee
 POTATO FESTIVAL STATION
 POSTMASTER
 PO BOX 9998
 RICHFORD NY 13855-9998



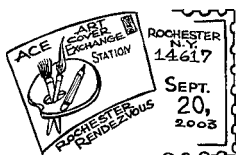
September 20, 2003
 Postal Service
 DENBIGH DAY STATION
 CRC
 101 25TH ST
 NEWPORT NEWS VA
 23607-9998



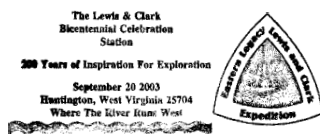
September 20, 2003
 Village of Silver Creek
 FIRST SETTLEMENT
 BICENTENNIAL STATION
 POSTMASTER
 37 MAIN ST
 SILVER CREEK NY 14136-9998



September 20, 2003
 The BB&T Virginia Ten Miler
 KALEIDOSCOPE STATION
 POSTMASTER
 3300 ODD FELLOWS RD
 LYNCHBURG VA 24506-9998



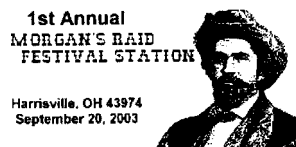
September 20, 2003
 ACE ART COVER EXCHANGE
 STATION
 POSTMASTER
 1335 JEFFERSON RD
 ROCHESTER NY 14692-9998



September 20, 2003
 West Virginia Div. of Tourism
 THE LEWIS AND CLARK
 BICENTENNIAL CELEBRATION
 STATION
 SPECIAL CANCELLATION
 1000 VIRGINIA AVE
 HUNTINGTON WV 25704-9998



September 20, 2003
 White Covered Bridge Association
 WHITE BRIDGE STATION
 POSTMASTER
 PO BOX 9998
 GARARDS FORT PA
 15334-9998



September 20, 2003
 Harrisville Society of Friends
 MORGANS RAID FESTIVAL
 STATION
 POSTMASTER
 PO BOX 9998
 HARRISVILLE OH 43974-9998



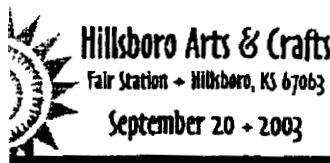
September 20, 2003
Shelby County Historical Society
 VINTAGE DAY STATION
 POSTMASTER
 135 NORTH OHIO AVE
 SIDNEY OH 45365-9998



September 20, 2003
Milford Museum
 MILFORD MUSEUM STATION
 POSTMASTER
 PO BOX 9998
 MILFORD KS 66514-9998



September 20, 2003
Rarden Whitetail Deer Festival
 RARDEN WHITETAIL DEER
 FESTIVAL STATION
 POSTMASTER
 PO BOX 9998
 RARDEN OH 45671-9998



September 20, 2003
Hillsboro Arts and Crafts Association
 HILLSBORO ARTS AND
 CRAFTS FAIR STATION
 POSTMASTER
 PO BOX 9998
 HILLSBORO KS 67063-9998



LESLIE C. PELTIER Station
September 20, 2003
Delphos OH 45833

September 20, 2003
Delphos Rotary Club
 LESLIE C PELTIER STATION
 POSTMASTER
 127 NORTH MAIN ST
 DELPHOS OH 45833-9998



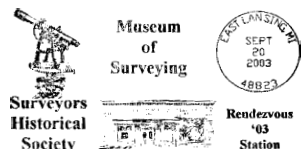
September 20, 2003
Murray County Antique Tractors
 MCATIA STATION
 POSTMASTER
 PO BOX 9998
 SULPHUR OK 73086-9998



September 20, 2003
Town of Austin and Sesquicentennial Committee
 AUSTIN SESQUICENTENNIAL
 STATION
 POSTMASTER
 PO BOX 9998
 AUSTIN IN 47102-9998



September 20, 2003
Austin City Limits Music Festival
 ZILKER STATION
 POSTMASTER
 8225 CROSS PARK DR
 AUSTIN TX 78710-9998



September 20, 2003
 RENDEZVOUS 03 STATION
 POSTMASTER
 PO BOX 9998
 EAST LANSING MI 48823-9998



September 20, 2003
Springfield Chamber of Commerce
 SPRINGFIELD EQUINOX
 FESTIVAL STATION
 POSTMASTER
 188 EAST 9TH AVE
 SPRINGFIELD CO 81073-9998



September 20, 2003

September 20, 2003
Necedah Lions Club
 WHOOPING CRANE FESTIVAL
 STATION
 POSTMASTER
 PO BOX 9998
 NECEDAH WI 54646-9998



September 20, 2003
Northern Aurora Business Association
 GATEWAY TO THE ROCKIES
 PARADE AND ARTS FESTIVAL
 STATION
 PHILATELIC CLERK
 16890 EAST ALAMEDA PKWY
 AURORA CO 80017-9998



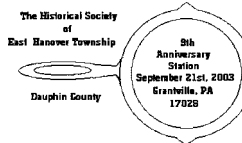
September 20, 2003
 4TH ANNUAL CHAMOIS
 STATION
 POSTMASTER
 102 NORTH MAIN ST
 CHAMOIS MO 65024-9998



September 20, 2003
Boy Scouts of America
 CAMPOREE STATION
 POSTMASTER
 7351 MAGNOLIA
 COMMERCE CITY CO
 80022-9998



September 20–21, 2003
 Chamber of Commerce of SE CT
 FAMILY AIRFEST 4TH ANNUAL
 STATION
 POSTMASTER
 1104 PLAINFIELD PIKE
 ONECO CT 06373-9998



September 21, 2003
 Historical Society of East Hanover
 Township
 9TH ANNIVERSARY STATION
 POSTMASTER
 PO BOX 9998
 GRANTVILLE PA 17028-9998



September 20–21, 2003
 Peru Apple Festival Committee
 APPLEFEST STATION
 POSTMASTER
 742 BEAR SWAMP RD
 PERU NY 12972-9998



September 21, 2003
 East Fairmont Rockets Football
 40 ANNIVERSARY STATION
 POSTMASTER
 331 MADISON ST
 FAIRMONT WV 26554-9998



September 20–21, 2003
 CONVENTION STATION
 POSTMASTER
 1400 LLOYD RD
 WICKLIFFE OH 44092-9998



September 21, 2003
 St. Aloysius Historical Society
 GREENBUSH STATION
 POSTMASTER
 115 NORTH SUMMIT ST
 GIRARD KS 66743-9998



September 20–21, 2003
 Duneland Chamber of Commerce
 ARE YOU A GOOD WITCH OR
 BAD WITCH CHESTERTON IN
 46304 STATION
 POSTMASTER
 1070 SOUTH CALUMET RD
 CHESTERTON IN 46304-9998



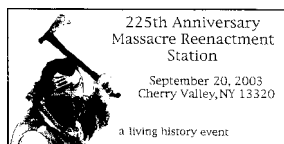
September 21–25, 2003
 Bloomsburg Fair Association
 BLOOMSBURG FAIR STATION
 POSTMASTER
 PO BOX 9998
 BLOOMSBURG PA 17815-9998



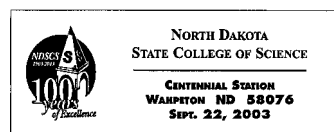
September 20–21, 2003
 Southern Illinois Rural Postal
 Committee
 100 YEARS OF SERVICE
 STATION
 POSTMASTER
 PO BOX 9998
 ZEIBLER IL 62999-9998



September 22, 2003
 Postal Service
 DATE MEETS ZIP STATION
 POSTMASTER
 45805 FARGO ST
 INDIO CA 92203-9998



September 20–21, 2003
 Cherry Valley Historical
 Association
 225TH ANNIVERSARY
 MASSACRE REENACTMENT
 STATION
 POSTMASTER
 PO BOX 9998
 CHERRY VALLEY NY
 13320-9998



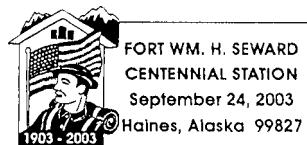
September 22, 2003
 North Dakota State College of
 Science
 CENTENNIAL STATION
 POSTMASTER
 926 2ND AVE NORTH
 WAHPETON ND 58075-9998



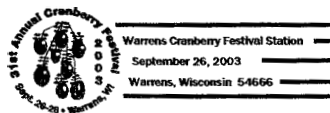
September 21, 2003
 Calvin Coolidge Memorial
 Foundation
 COOLIDGE STATION
 POSTMASTER
 108 ELM ST
 BENNINGTON VT 05201-9998



September 23–25, 2003
 Danville Area Convention and
 Visitors' Bureau
 FARM PROGRESS STATION
 POSTMASTER
 PO BOX 9998
 HENNING IL 61848-9998



September 24, 2003

AK Historical Society / Museums
of AlaskaFORT WM H SEWARD
CENTENNIAL STATION
POSTMASTER
PO BOX 9998
HAINES AK 99827-9998

September 26-27, 2003

Warrens Cranberry Festival

WARRENS CRANBERRY
FESTIVAL STATION
POSTMASTER
PO BOX 9998
WARRENS WI 54666-9998

September 25, 2003

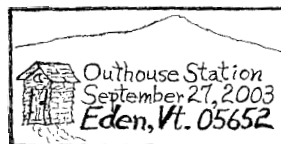
Humane Society of Lebanon
CountySPAY AND NEUTER STATION
POSTMASTER
PO BOX 9998
LEBANON PA 17042-9998

September 27, 2003

Winchester Pickle Festival
CommitteeWINCHESTER PICKLE
FESTIVAL STATION
POSTMASTER
11 RICHMOND RD
WINCHESTER NH 03470-9998

September 25, 2003

Orlando Science Center

THE WING DING STATION
POSTMASTER
10401 POST OFFICE BLVD
ORLANDO FL 32862-9998

September 27, 2003

Postal Service

EDEN OUTHOUSE STATION
POSTMASTER
PO BOX 9998
EDEN VT 05652-9998

September 25, 2003

Lynchburg and Metro Moore Co.
Chamber of CommerceJACK DANIELS WORLD
CHAMPIONSHIP INVITATIONAL
BARBECUE STATION
POSTMASTER
PO BOX 9998
LYNCHBURG TN 37352-9998

September 27, 2003

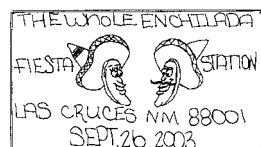
Postal Service

BURKE FALL FESTIVAL
STATION
POSTMASTER
552 VT RTE 114
EAST BURKE VT 05832-9998

September 25, 2003

Harrisburg Sesquicentennial
CommitteeHARRISBURG
SESQUICENTENNIAL STATION
POSTMASTER
POST OFFICE BUILDING
HARRISBURG IL 62946-9998

September 27, 2003

Town of Ticonderoga's "Best
Fourth in the North" CommitteeAVIATION STATION
POSTMASTER
123 CHAMPLAIN AVE
TICONDEROGA NY 12883-9998

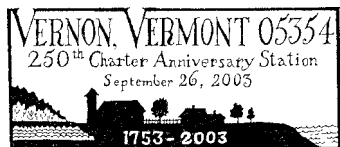
September 26, 2003

QWL/EI

THE WHOLE ENCHILADA
FIESTA STATION
POSTMASTER
201 EAST LAS CRUCES AVE
LAS CRUCES NM 88001-9998

September 27, 2003

Finger Lakes Stamp Club

FINGER LAKES RAILWAY
EXCURSION STATION
POSTMASTER
67 CASTLE ST
GENEVA NY 14456-9998

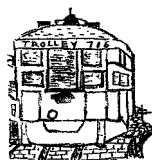
September 26, 2003

Postal Service

250TH CHARTER
ANNIVERSARY STATION
POSTMASTER
PO BOX 9998
VERNON VT 05354-9998

September 27, 2003

APPLE UMPKIN FESTIVAL
STATIONPOSTMASTER
2 SOUTH ACADEMY ST
WYOMING NY 14591-9998



2ND ANNUAL DUNBAR
COMMUNITY FEST STATION
SEPTEMBER 27, 2003
DUNBAR PA 15431

September 27, 2003

2003 Dunbar Fest Committee
2ND ANNUAL COMMUNITY
FEST STATION
POSTMASTER
PO BOX 9998
DUNBAR PA 15431-9998



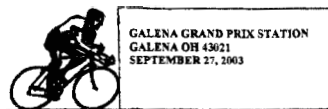
September 27, 2003

GANN AUTUMN STATION
POSTMASTER
PO BOX 9998
BRINKHAVEN OH 43006-9998



September 27, 2003

The German Settlement
THE GERMAN SETTLEMENT
STATION
POSTMASTER
2 EAST BROAD WAY
LOVETTSVILLE VA 20180-9998



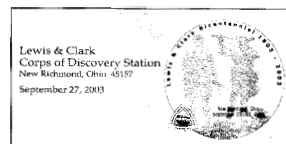
September 27, 2003

Village of Galena
GALENA GRAND PRIX STATION
POSTMASTER
PO BOX 9998
GALENA OH 43021-9998



September 27, 2003

Postal Service
WINGS N WHEELS STATION
POSTMASTER
PO BOX 9998
TOPPING VA 23169-9998



September 27, 2003

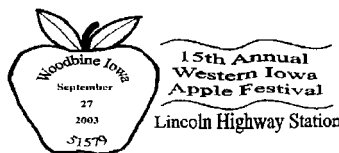
Lewis and Clark Corps
LEWIS AND CLARK CORPS OF
DISCOVERY STATION
POSTMASTER
PO BOX 9998
NEW RICHMOND OH
45157-9998



September 27, 2003

City of Danville, Old 97 Stillhouse
Trestle Corp., and Danville Dept.
of Parks, Recreation and Tourism
Dept.

CENTENNIAL WRECK OF THE
OLD 97 STATION
POSTMASTER
105 TEAL CT
DANVILLE VA 24541-9998



September 27, 2003

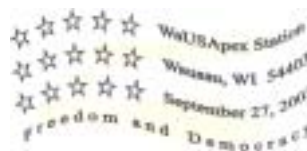
Woodbine Apple Festival
Committee
LINCOLN HIGHWAY STATION
POSTMASTER
PO BOX 9998
WOODBINE IA 51579-9998



September 27, 2003

Dan River Philatelic Society, 321
Rocky Knoll Lane Danville, VA,
24541-8927

OLD 97 STATION
POSTMASTER
105 TEAL CT
DANVILLE VA 24541-9998



September 27, 2003

WA USA PEX STATION
POSTMASTER
PO BOX 9998
WAUSAU WI 54403-9998



KITTY HAWK HERITAGE DAYS
STATION
SEPTEMBER 27, 2003
KITTY HAWK, N.C. 27949
CELEBRATING 100 YEARS OF FLIGHT

September 27, 2003

Town of Kitty Hawk
KITTY HAWK HERITAGE DAYS
STATION
POSTMASTER
PO BOX 9998
KITTY HAWK NC 27949-9998



September 27, 2003

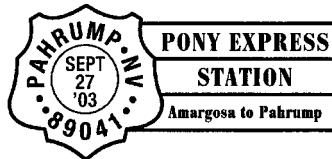
Philip S. Miller Library
PHILIP S MILLER LIBRARY
STATION
POSTMASTER
300 EAST MILLER CT
CASTLE ROCK CO 80104-9998

HERITAGE DAYS STATION
4326 Bluff City Hwy.
Bluff City, TN 37618
September 27, 2003



September 27, 2003

Town of Bluff City
HERITAGE DAYS STATION
POSTMASTER
4326 BLUFF CITY HWY
BLUFF CITY TN 37618-9998



September 27, 2003

PONY EXPRESS STATION
POSTMASTER
PO BOX 9998
PAHRUMP NV 89041-9998



September 27, 2003
Kern Valley Audubon
 VULTURE STATION
 POSTMASTER
 PO BOX 9998
 WELDON CA 93283-9998



September 27-28, 2003
Blue Grass Sesquicentennial Committee
 SESQUICENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 BLUE GRASS IA 52726-9998



September 27-28, 2003
Rugby Volunteer Fire-Rescue and VA State Park
 RUGBY STATION
 POSTMASTER
 700 TRONDALE HWY
 MOUTH OF WILSON VA
 24363-9998



September 28, 2003
Batsto Citizens Committee
 ANTIQUE AND GLASS BOTTLE
 SHOW STATION
 POSTMASTER
 114 SOUTH 3RD ST
 HAMMONTON NJ 08037-9998



September 28, 2003
 GRAND PRIX STATION
 POSTMASTER
 125 WEST SOUTH ST
 INDIANAPOLIS IN 46206-9998



September 28, 2003
 FRANKENSTEIN STATION
 POSTMASTER
 RT 1 BOX 201
 BONNETS MILL MO 65016-9998



September 28-29, 2003
 FALLASBURG FALL FESTIVAL
 STATION
 POSTMASTER
 PO BOX 9998
 LOWELL MI 49331-9998



September 29, 2003
Centennial Committee
 Stephenson Public Library
 Marinette Wisconsin
 STEPHENSON PUBLIC
 LIBRARY STATION
 POSTMASTER
 2016 MAPLE AVE
 MARINETTE WI 54143-9998



September 29, 2003
Postal Service
 WALDEN FALL FOLIAGE
 STATION
 POSTMASTER
 PO BOX 9998
 WEST DANVILLE VT
 05873-9998



September 30, 2003
USMMA
 USMMA STATION
 POSTMASTER
 1 WELWYN RD
 GREAT NECK NY 11022-9998

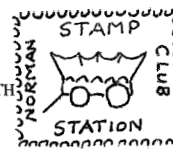


September 30, 2003
Postal Service
 CABOT FALL FOLIAGE STATION
 POSTMASTER
 3123 MAIN ST
 CABOT VT 05647-9998



October 1, 2003
Postal Service
 PLAINFIELD FALL FOLIAGE
 STATION
 POSTMASTER
 189 TOWN AVE
 PLAINFIELD VT 05667-9998

OCTOBER 1, 2003
 HONORING STAMP
 COLLECTING MONTH
 NORMAN, OK 73069

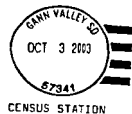


October 1, 2003
Norman Stamp Club
 NORMAN STAMP CLUB
 STATION
 POSTMASTER
 129 WEST GRAY ST
 NORMAN OK 73069-9998



October 2, 2003
Postal Service
 PEACHAM FALL FOLIAGE
 STATION
 POSTMASTER
 79 CHURCH ST
 PEACHAM VT 05862-9998

Population Center of
SOUTH DAKOTA
2000 CENSUS



October 2, 2003
Postal Service
CENSUS STATION
POSTMASTER
PO BOX 9998
GANN VALLEY SD 57341-9998



October 2-4, 2003
International Blue Grass Festival
7TH ANNUAL STATION
POSTMASTER
201 WEST OKLAHOMA ST
GUTHRIE OK 73044-9998

— Stamp Services,
Government Relations, 9-18-03

Special Cancellation Die Hubs

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

Cancellation	Period of Use
Only You Can Prevent Forest Fires	April 1–Oct. 31
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
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

— Mailing Standards,
Pricing and Classification, 9-18-03

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	22-7845	04776	ME	Sherman Mills	Aroostook	Main Office	Post Office		This announcement changes the name of the Sherman Mills ME Post Office to the Sherman ME Post Office. Use Sherman ME 04776 as last line of address.
New	22-7845	04776	ME	Sherman	Aroostook	Main Office	Post Office	10/01/2003	
Old	22-7860	04777	ME	Sherman Station	Penobscot	Main Office	Post Office		This announcement changes the name of the Sherman Station ME Post Office to the Stacyville ME Post Office. Use Stacyville ME 04777 as last line of address.
New	22-7860	04777	ME	Stacyville	Penobscot	Main Office	Post Office	10/01/2003	
Old	27-7618	38671	MS	Southaven	Desoto	Main Office	Post Office		Realign ZIP Code boundaries. Use Southaven MS 38672 as last line of address for 720 deliveries previously in ZIP Code 38671.
New	27-7618	38672	MS	Southaven	Desoto	Main Office	Post Office	10/01/2003	

— Address Management,
Intelligent Mail and Address Quality, 9-18-03

Retail

REMINDER

Policy on Corrections to Change-of-Address Orders

The Postal Service™ recognizes that identity theft is a growing concern in today's environment. Since we hold a special trust with the American people, we are obligated to maintain the security of the mail as well as to maintain public trust and confidence in the reliability and integrity of our systems. It is the right of the American people to expect the Postal Service and its employees to protect the sensitive nature of a customer's place of residence.

The Postal Service receives approximately 43 million change-of-address (COA) order forms each year. It is not unusual for some mistakes to be made on the form by the customer or by the Postal Service during data input. When errors occur with data elements of a customer's address, Postal Service employees should recognize the problem and correct the deficiency in the address. PS Form 3546, *Forwarding Order Change Notice*, is an official document for employees to make corrections to elements of a mailing address. PS Form 3546 is an internal form that must be used to modify an existing COA record or to request the deletion of a COA record. **All corrections to COA information by employees must be made using PS Form 3546.**

The Postal Service and the customers benefit by an employee's attentiveness in correcting the routing of customers' mail. We encourage employees at every level to assist in our effort to achieve the best customer service possible. The forthcoming Postal Automated Redirection System (PARS) and the Change of Address Forms Processing System (CFPS) increase the need for accurate and error-free data processing information. Automated equipment will receive immediate access to data when corrections are submitted using a PS Form 3546 and entered into these systems.

The future of the Postal Service depends on the quality of the service we provide. The forwarding of mail to our customers and timely notification of address changes to mailers increases the value of the Postal Service. Proper use of PS Form 3546 is critical to ensure an error-free mail forwarding process. Strict adherence to these procedures is therefore essential.

— Customer Service Support,
Delivery and Retail, 9-18-03

Supply Management

ORDERING INSTRUCTIONS

Maintenance Services for EDPBX Telephone Systems

The U.S. Postal Service® and Sprint have formed a national strategic partnership for maintenance services for Nortel and Meridian 1 EDPBX (Electronic Digital Private Branch Exchange) telephone systems, components, and peripheral equipment. You may use the contract at all Postal Service™ locations for purchasing EDPBX telephone system maintenance services.

Further details can be found in Material Logistics Bulletin (MLB) Number MLB-CO-03-015, *National Contract for Sprint Telephone Maintenance*. The MLB is available at the Supply Management Web site at <http://blue.usps.gov/purchase/root/depot.htm>. If you do not have access to a computer, you can obtain the MLB by calling National Materials Customer Service at 800-332-0317 and selecting the option "Operations and Materials Customer Service."

If you have access to the Postal Service Intranet, you must order these services through eBuy effective September 1, 2003. To order through eBuy and to obtain an eBuy logon ID and password:

From Internet Explorer (version 5.0 or higher), go to the Blue page at <http://blue.usps.gov> and type "ebuy" in the address line and then hit the Return key. (The direct URL is <http://ebuy.usps.gov/jsp/co/Login.jsp>; note that this URL is case sensitive.)

— SCM Strategies,
Supply Management, 9-18-03



475 L'ENFANT PLAZA SW
WASHINGTON DC 20260-5540

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

DMM 100-S

**Sale
a la
calle
este mes.**

Hay aproximadamente
1.2 millón de negocios
propiedad de Hispanos
en los Estados Unidos.
Y todos usan el correo.

Guía para el consumidor
de los servicios postales

Fácil de entender
Easy-to-understand



**DMM 100-S
hits the streets this month.**

There are approximately 1.2 million Hispanic-owned businesses in the United States.
And they all use the mail.