

# POSTAL BULLETIN

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PB 22212, August 2, 2007

## Business Connect Competition

# Race to Miami



**Race 3 — Aug. 1 to Sept. 30**

**Last chance to participate!  
See page 85 for details.**



Also on the Web:

- For customers at [www.usps.com/cpim/ftp/bulletin/pb.htm](http://www.usps.com/cpim/ftp/bulletin/pb.htm)
- For employees at <http://blue.usps.gov>

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## Postal Bulletin Index

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New Gerald R. Ford Stamp,  
See page [90](#)



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

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PB 22208: 7690-09-000-9359	PB 22201: 7690-09-000-9352	PB 22193: 7690-08-000-4074	PB 22185: 7690-08-000-4066
PB 22207: 7690-09-000-9358	PB 22200: 7690-09-000-9351	PB 22192: 7690-08-000-4073	PB 22184: 7690-08-000-4065
PB 22206: 7690-09-000-9357	PB 22199: 7690-09-000-9350	PB 22191: 7690-08-000-4072	PB 22183: 7690-08-000-4064
PB 22205: 7690-09-000-9356	PB 22198: 7690-08-000-4079	PB 22190: 7690-08-000-4071	PB 22182: 7690-08-000-4063

## USPSNEWS@WORK

### “Race to Miami” goes international

The final leg of the “Race to Miami” Business Connect Competition is underway and this one has an international feel to it — an international shipping feel, that is!

Postmasters, station and branch managers, customer service managers and supervisors are eligible to participate. They have from now through Sept. 30 to record five Business Connect activities, focusing at least two of those activities on the topic of international shipping.

Educating our business customers on our updated lineup of international shipping products will be a snap with the International Shipping Kit sent to all Post Offices in July.

The “Race to Miami” Business Connect Competition is your last chance to win great prizes, including an all-expense-paid trip for two to Miami, FL, with VIP passes to the final Motorsports Race held Nov. 17, in Homestead, FL.

See story on page [85](#) for more details.

### Delivering imagination

What started as an effort from her home in Sevier County, quickly spread to all 95 counties in Tennessee — and beyond.

Music icon Dolly Parton’s Imagination Library, a literacy program that mails one book a month to children from the time of their birth until age five, last month delivered them to 400,000 kids in 700 communities in North America.

Parton said she knows such volume is “a drop in the bucket” for the Postal Service, but she thanks postal employees for their part in the program’s success.

The Imagination Library recently mailed its 10 millionth book. For more information about the program, go to: [www.imaginationlibrary.com](http://www.imaginationlibrary.com).



### USPS marks global leadership in international mail processing

Postal Service leaders gathered recently to celebrate the “certificate of excellence” awards earned by all five of the USPS international service centers (ISCs). The awards — presented by the International Post Corporation (IPC) — make USPS the first postal authority in the world to complete the arduous certification process.

The Postal Service operates ISCs in Chicago, Los Angeles, Miami, New York and San Francisco. Earning certification for each ISC is a year-long process that includes stringent on-site reviews to verify that more than 200 standards are met. The IPC awards certification for a three-year period, and conducts periodic validation to ensure that a facility maintains its high performance levels.

The IPC is a cooperative association of 24 national postal administrations and operators from North America, Europe and the Pacific.

### Garden State adds VPP Star sites

Never before has New Jersey shined so bright. The Garden State had four postal facilities recently obtain the Occupational Safety and Health Administration’s (OSHA) Voluntary Protections Programs (VPP) Star status — OSHA’s highest safety recognition.

These are New Jersey’s first-ever Star worksites and each of the state’s districts benefited. The Northern New Jersey Performance Cluster (PC) earned two — the Newark VMF and the West Milford Post Office. Central New Jersey PC added the Monroe Township Post Office and the Southern New Jersey PC included the Cherry Hill Post Office — the state’s first overall Star worksite.

To reach this accomplishment, applicants must establish comprehensive safety management systems, exceed OSHA’s voluntary safety and health standards and pass a rigorous onsite evaluation by an OSHA team.

## Cellular repair company calls in 75 millionth Carrier Pickup package

On-Site Cellular Repair, in Hurst, TX, has what it takes to get broken electronic gadgets like cell phones back in operation — including reliable shipping services from USPS.



On-Site Cellular recently helped USPS reach a milestone when owner Vinh Le handed Letter Carrier Al Mcauley a package that pushed the Postal Service's Carrier Pickup nationwide total over 75 million. Mcauley had forwarded a Customer Connect lead to Fort Worth Acting Small Business Specialist Vance Austin, who introduced Le to the Carrier Pickup service.

Like many small business owners, Le uses Carrier Pickup because it makes his job easier.

## USPS and letter carriers union reach tentative contract agreement

The Postal Service and the National Association of Letter Carriers (NALC) have reached a tentative agreement on a five-year contract. If ratified by union members, the agreement will run through Nov. 20, 2011, and affect approximately 222,000 career employees who deliver mail to residences and businesses on city delivery routes.

The Postal Service and the NALC had been scheduled to enter into binding interest arbitration later this year after being unable to reach a new tentative contract. If the current tentative agreement is ratified, the arbitration will not be needed. The Postal Service and the NALC formally opened national contract negotiations in August 2006.

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

# Policies, Procedures, and Forms Updates

## Manuals

### DMM Revision: Labeling List Changes

Effective August 2, 2007, we are revising Labeling Lists L001, L002, L005, L007, L008, L606, and L607 of the *Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM®)* to reflect changes in mail processing operations. Mailers are encouraged to label according to these revised lists immediately, but *must* comply with these changes no later than October 14, 2007.

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

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#### Index and Appendices

\* \* \* \* \*

#### Labeling Lists

**L000 General Use**

**L001 5-Digit Scheme – Periodicals, Standard Mail, and Package Services Flats and Irregular Parcels**

\* \* \* \* \*

Column A Destination ZIP Codes	Column B Label Container To
<b>Change From:</b>	
80913, 26	COLORADO SPGS CO 80913
80915, 22, 27, 38, 39, 51, 70	COLORADO SPGS CO 80915
85222, 30	CASA GRANDE AZ 85222
85296, 97, 99	GILBERT AZ 85296
91319, 20, 58	NEWBURY PARK CA 91319
91359-63	THOUSAND OAKS CA 91360
91941-44	LA MESA CA 91941
92008, 18	CARLSBAD CA 92008
92019, 20, 22	EL CAJON CA 92020
92023, 24	ENCINITAS CA 92024
92025, 29, 33, 46	ESCONDIDO CA 92025
92026, 27, 30	ESCONDIDO CA 92026
92049, 51, 52, 54, 55, 57	OCEANSIDE CA 92054
92056, 58	OCEANSIDE CA 92056
92069, 79, 96	SAN MARCOS CA 92069
92225, 26, 42, 80	BLYTHE CA 92225
92334-37	FONTANA CA 92335
92392-94	VICTORVILLE CA 92392
92501, 02	RIVERSIDE CA 92501
92507, 17	RIVERSIDE CA 92507
92589-93	TEMECULA CA 92591
92602, 03, 12, 18-20, 50	IRVINE CA 92619
<b>Change To:</b>	
80902, 13	COLORADO SPGS CO 80913
80915, 22, 23, 27, 38, 39, 51, 70	COLORADO SPGS CO 80915

Column A Destination ZIP Codes	Column B Label Container To
85222, 30, 93, 94	CASA GRANDE AZ 85222
85295, 96	GILBERT AZ 85296
91319, 20	NEWBURY PARK CA 91319
91359, 60, 63	THOUSAND OAKS CA 91360
91941, 43, 44	LA MESA CA 91941
92008, 10, 18	CARLSBAD CA 92008
92019, 20, 22, 90	EL CAJON CA 92020
92007, 23, 24	ENCINITAS CA 92024
92025, 29	ESCONDIDO CA 92025
92026, 33, 46	ESCONDIDO CA 92026
92051, 54, 58	OCEANSIDE CA 92054
92052, 56, 57	OCEANSIDE CA 92056
92069, 78, 79, 96	SAN MARCOS CA 92069
92225, 26, 80	BLYTHE CA 92225
92334-36	FONTANA CA 92335
92392-95	VICTORVILLE CA 92392
92501, 02, 22	RIVERSIDE CA 92501
92507, 17, 21	RIVERSIDE CA 92507
92589, 90, 91, 92	TEMECULA CA 92591
92603, 12, 17-19, 50	IRVINE CA 92619
<b>Add:</b>	
85083, 85, 86, 87	PHOENIX AZ 85085
85249, 86	CHANDLER AZ 85249
85262, 63, 66	SCOTTSDALE AZ 85262
85297, 98	GILBERT AZ 85297
91361, 62	THOUSAND OAKS CA 91361
91506, 21-23	BURBANK CA 91506
92027, 30	ESCONDIDO CA 92027
92247, 48, 53	LA QUINTA CA 92253
92322, 25	CRESTLINE CA 92325
92331, 37	FONTANA CA 92331
92602, 20	IRVINE CA 92602
92701, 02	SANTA ANA CA 92701
92704, 07	SANTA ANA CA 92704
92705, 11	SANTA ANA CA 92705
92708, 28	FOUNTAIN VALLEY CA 92708
<b>Delete:</b>	
85248, 49	CHANDLER AZ 85248
85255, 62, 63	SCOTTSDALE AZ 85255
91505, 06, 21-23	BURBANK CA 91505
92037-39	LA JOLLA CA 92037
92084, 85	VISTA CA 92084
92701-12, 28, 35, 99	SANTA ANA CA 92799

\* \* \* \* \*

## L002 3-Digit ZIP Code Prefix Matrix

3-Digit ZIP Code Prefix	Column A 3-Digit Destinations Label To	Column B 3-Digit/Scheme Destinations Label To	Column C SCF Destinations Label To
<b>Change From:</b>			
716	PINE BLUFF AR 716	PINE BLUFF AR 716	PINE BLUFF AR 716 <sup>D</sup>
717	CAMDEN AR 717	CAMDEN AR 717	CAMDEN AR 717 <sup>D</sup>
719	HOT SPRINGS NTL PK AR 719	HOT SPRINGS NTL PK AR 719	HOT SPRINGS NTL PK AR 719 <sup>D</sup>
725	BATESVILLE AR 725	BATESVILLE AR 725	BATESVILLE AR 725 <sup>D</sup>
726	HARRISON AR 726	HARRISON AR 726	HARRISON AR 726 <sup>D</sup>
728	RUSSELLVILLE AR 728	RUSSELLVILLE AR 728	RUSSELLVILLE AR 728 <sup>D</sup>
<b>Change To:</b>			
716	PINE BLUFF AR 716	PINE BLUFF AR 716	SCF LITTLE ROCK AR 720
717	CAMDEN AR 717	CAMDEN AR 717	SCF LITTLE ROCK AR 720
719	HOT SPRINGS NTL PK AR 719	HOT SPRINGS NTL PK AR 719	SCF LITTLE ROCK AR 720
725	BATESVILLE AR 725	BATESVILLE AR 725	SCF LITTLE ROCK AR 720
726	HARRISON AR 726	HARRISON AR 726	SCF LITTLE ROCK AR 720
728	RUSSELLVILLE AR 728	RUSSELLVILLE AR 728	SCF LITTLE ROCK AR 720

\* \* \* \* \*

## L005 3-Digit ZIP Code Prefix Groups – SCF Sortation

Column A 3-Digit ZIP Code Prefix Group	Column B Label To
<b>Change From:</b>	
720-722	SCF LITTLE ROCK AR 720
<b>Change To:</b>	
716, 717, 719, 720-722, 725, 726, 728	SCF LITTLE ROCK AR 720
<b>Delete:</b>	
716	PINE BLUFF AR 716 <sup>S</sup>
717	CAMDEN AR 717 <sup>S</sup>
719	HOT SPRINGS NTL PK AR 719 <sup>S</sup>
725	BATESVILLE AR 725 <sup>S</sup>
726	HARRISON AR 726 <sup>S</sup>
728	RUSSELLVILLE AR 728 <sup>S</sup>

\* \* \* \* \*

## L007 5-Digit Scheme – Periodicals, Standard Mail, and Package Services Flats in Bundles

Column A Destination ZIP Codes	Column B Label Container To
<b>Change From:</b>	
46366, 83, 84	VALPARAISO IN 46383
60431, 34	JOLIET IL 60431
60443, 61	MATTESON IL 60443
60411, 12	CHICAGO HEIGHTS IL 60411
60417, 75	CRETE IL 60417
60422, 25, 30	GLENWOOD IL 60425
60426, 28	HARVEY IL 60426
60466, 71	PARK FOREST IL 60466
60440, 90	BOLINGBROOK IL 60440
60477, 78	TINLEY PARK IL 60477
78732, 34, 38	AUSTIN TX 78732
85085-87	PHOENIX AZ 85085
85222, 30	CASA GRANDE AZ 85222

Column A Destination ZIP Codes	Column B Label Container To
85262, 63	SCOTTSDALE AZ 85262
85296, 97, 99	GILBERT AZ 85296
91319, 20, 58	NEWBURY PARK CA 91319
91342, 92	SYLMAR CA 91342
91503, 05-08, 10	BURBANK CA 91503
94022-24	LOS ALTOS CA 94022
94040, 41, 43	MOUNTAIN VIEW CA 94040
<b>Change To:</b>	
46366, 83-85	VALPARAISO IN 46383
60403, 04, 31, 34-35	JOLIET IL 60403
60409, 43, 61, 73	CALUMET CITY IL 60409
60411-12, 42, 51	CHICAGO HEIGHTS IL 60411
60417, 23, 48, 75	CRETE IL 60417
60422, 25, 30, 80	GLENWOOD IL 60425
60426, 28, 52	HARVEY IL 60426
60429, 50, 66, 71	HAZEL CREST IL 60429
60439-40, 90	BOLINGBROOK IL 60440
60477, 78, 87	TINLEY PARK IL 60477
78732, 38	AUSTIN TX 78732
85083, 85-87	PHOENIX AZ 85085
85222, 30, 93, 94	CASA GRANDE AZ 85222
85262, 63, 66	SCOTTSDALE AZ 85262
85295, 96	GILBERT AZ 85296
91319, 20	NEWBURY PARK CA 91319
91340, 42, 92	SYLMAR CA 91342
91503, 06-08, 10	BURBANK CA 91503
94022, 23	LOS ALTOS CA 94022
94040, 43	MOUNTAIN VIEW CA 94040
<b>Add:</b>	
40340, 56	NICHOLASVILLE KY 40356
40361, 62	PARIS KY 40361
40383, 84	VERSAILLES KY 40383
40391, 92	WINCHESTER KY 40391
40403, 04	BEREA KY 40403
40422, 23	DANVILLE KY 40422
40475, 76	RICHMOND KY 40475
40504, 10, 33, 44	LEXINGTON KY 40504
40506, 26, 36, 46	LEXINGTON KY 40506
40507, 88	LEXINGTON KY 40507
40505, 09, 16, 55	LEXINGTON KY 40509

Column A Destination ZIP Codes	Column B Label Container To
40508, 11	LEXINGTON KY 40511
40512, 74-83	LEXINGTON KY 40512
40503, 13, 14, 91	LEXINGTON KY 40513
40502, 15, 17	LEXINGTON KY 40517
40523, 24	LEXINGTON KY 40523
40601-04	FRANKFORT KY 40601
40741-44	LONDON KY 40741
41101, 02, 05	ASHLAND KY 41101
41501, 02	PIKEVILLE KY 41501
41701, 02	HAZARD KY 41701
42001-03	PADUCAH KY 42001
42101-03	BOWLING GREEN KY 42101
42301-04	OWENSBORO KY 42301
42501-03	SOMERSET KY 42501
47708, 13	EVANSVILLE IN 47708
47710, 11, 25	EVANSVILLE IN 47710
47712, 20	EVANSVILLE IN 47712
49310, 25, 26, 28, 30, 32, 36, 40, 43, 44, 49425, 35, 48, 49, 51, 53	SAUGATUCK MI 49453
49707, 21, 70, 81, 83, 88	ALPENA MI 49707
49709, 12, 20, 27, 34, 35, 38, 40, 79	ATLANTA MI 49709
60402, 06, 45	BERWYN IL 60402
60410,47,49,81	CHANNAHON IL 60410
60419, 38	DOLTON IL 60419
61401, 02, 22, 34, 43, 55, 62	GALESBURG IL 61401
61520, 23, 50, 54, 55, 71	CANTON IL 61520
61605, 07, 12, 14-16	PEORIA IL 61605
85249, 86	CHANDLER AZ 85249
85297, 98	GILBERT AZ 85297
91766, 69	POMONA CA 91766
93701, 21	FRESNO CA 93701
93706, 25	FRESNO CA 93706
94039, 41, 42	MOUNTAIN VIEW CA 94039
94085, 89	SUNNYVALE CA 94085
94107, 58	SAN FRANCISCO CA 94107
94110, 40, 41	SAN FRANCISCO CA 94110
94131, 72	SAN FRANCISCO CA 94131
94305, 09	PALO ALTO CA 94305
<b>Delete:</b>	
60423, 48	FRANKFORT IL 60423
61401, 02	GALESBURG IL 61401
61554, 55, 58	PEKIN IL 61554
61605, 07, 12-16	PEORIA IL 61614
85248, 49	CHANDLER AZ 85248
91202, 03	GLENDALE CA 91202
91204, 05	GLENDALE CA 91204
91207, 08	GLENDALE CA 91207
91765, 66, 69	DIAMOND BAR CA 91765
94085, 86	SUNNYVALE CA 94086

**L008 3-Digit Scheme – Periodicals, Standard Mail, and BPM Flats in Bundles**

Column A Destination ZIP Codes	Column B Label Bundle To
403, 404	LEXINGTON KY 403
407-409	LONDON KY 407
411, 412	ASHLAND KY 411
413, 414	CAMPTON KY 413
415, 416	PIKEVILLE KY 415
417, 418	HAZARD KY 417
421, 422	BOWLING GREEN KY 421
425, 426	SOMERSET KY 425
476, 477	EVANSVILLE IN 477

\* \* \* \* \*

**L600 Standard Mail and Package Services**

\* \* \* \* \*

**L606 5-Digit Scheme – Standard Mail, First-Class Mail, and Package Services Parcels**

Column A Destination ZIP Codes	Column B Label Container To
<b>Change From:</b>	
08608, 09, 11	TRENTON NJ 08608
08619, 20	TRENTON NJ 08619
10001, 43, 99, 10118-23	NEW YORK NY 10001
10004, 10041	BOWLING GREEN NY 10004
10005, 45-48, 10265, 70, 71	NEW YORK NY 10005
10007, 15, 80, 10242, 49, 58, 61, 81, 82	NEW YORK NY 10007
10019, 10103-07	NEW YORK NY 10019
10022, 55, 10151-55	NEW YORK NY 10022
10036, 10110	NEW YORK NY 10036
40223, 43, 45, 53	LOUISVILLE KY 40243
40507, 08, 11	LEXINGTON KY 40507
40701, 02, 37, 71	CORBIN KY 40701
42501-03, 64	SOMERSET KY 42501
42539, 65, 66	LIBERTY KY 42539
75016, 37, 38	IRVING TX 75038
75040, 42, 46	GARLAND TX 75040
91501-04, 07, 08	BURBANK CA 91501
92025, 26, 29, 46	ESCONDIDO CA 92025
92603, 12, 17-19	IRVINE CA 92618

<b>Change To:</b>	
08608, 09	TRENTON NJ 08608
08611, 19, 20	TRENTON NJ 08619
10001, 43, 99, 10116, 18-23, 99	NEW YORK NY 10001
10004, 10041, 10274	NEW YORK NY 10004
10005, 45, 10265, 71	NEW YORK NY 10005
10007, 15, 80, 10242, 49, 58, 61, 78, 79, 81, 82	NEW YORK NY 10007
10019, 10101, 10103-07	NEW YORK NY 10019
10022, 55, 10150-55	NEW YORK NY 10022
10036, 10108, 10	NEW YORK NY 10036
40243, 53	LOUISVILLE KY 40243
40507, 88	LEXINGTON KY 40507
40701, 02, 37	CORBIN KY 40701
42501-03	SOMERSET KY 42501
42539, 65	LIBERTY KY 42539
75016, 38	IRVING TX 75038

Column A Destination ZIP Codes	Column B Label Container To
75040, 46	GARLAND TX 75040
91501, 02, 04	BURBANK CA 91501
92025, 29	ESCONDIDO CA 92025
92603, 12, 17-19	IRVINE CA 92618
<b>Add:</b>	
10003, 10276	NEW YORK NY 10003
10010, 10159	NEW YORK NY 10010
10038, 10272	NEW YORK NY 10038
22438, 22509	CHAMPLAIN VA 22438
22485, 22544	KING GEORGE VA 22485
22520, 58, 81	MONTROSS VA 22520
22901-06, 11	CHARLOTTESVILLE VA 22906
22960, 89	ORANGE VA 22960
23001, 23155	ACHILLES VA 23001
23058-60	GLEN ALLEN VA 23060
23014, 63, 65, 67, 23153	GOOCHLAND VA 23063
23072, 23107	HAYES VA 23072
23093, 23170	LOUISA VA 23093
23113, 14	MIDLOTHIAN VA 23113
23045, 23119	MOON VA 23119
23023, 23148, 61	ST STEPHENS CHURCH VA 23148
23031, 23149	SALUDA VA 23149
23032, 79, 23175, 80	URBANNA VA 23175
23091, 23181	WEST POINT VA 23181
23229, 55, 94	RICHMOND VA 23229
23075, 23231, 50	RICHMOND VA 23231
23232, 60, 61, 84, 85, 98	RICHMOND VA 23232
23308, 23409	BLOXOM VA 23308
23310, 23419, 29	CAPE CHARLES VA 23310
23453, 56	VIRGINIA BEACH VA 23456
23651, 63	HAMPTON VA 23663
23801, 03, 04	PETERSBURG VA 23803
23824, 25	BLACKSTONE VA 23824
23839, 46	DENDRON VA 23839
23822, 50	FORD VA 23850
23901, 43	FARMVILLE VA 23901
24401, 02	STAUNTON VA 24401
40223, 45	LOUISVILLE KY 40223
40508, 11	LEXINGTON KY 40511
47132-34, 44, 99	JEFFERSONVILLE IN 47132
86001, 02	FLAGSTAFF AZ 86002
91503, 06-08, 10, 21-23	BURBANK CA 91506
92026, 33, 46	ESCONDIDO CA 92026
95829, 30	SACRAMENTO CA 95829
<b>Delete:</b>	
07733, 77	HOLMDEL NJ 07733
08869, 96	RARITAN NJ 08869
40351, 59	MOREHEAD KY 40351
41531, 58	HARDY KY 41531
42721, 62	CANEYVILLE KY 42721
47129-34, 44, 99	JEFFERSONVILLE IN 47130
47114, 61	NEW SALISBURY IN 47161
75024, 25	PLANO TX 75025
75034, 35	FRISCO TX 75034
75014, 62	IRVING TX 75062
75069, 70, 71	MCKINNEY TX 75069
85248, 49	CHANDLER AZ 85248
91505, 06, 10, 21-23	BURBANK CA 91505
95353, 54	MODESTO CA 95353
95828-30	SACRAMENTO CA 95828

### L607 3-Digit ZIP Code Sort Option for Drop-Ship Mailers

Column A Destination ZIP Codes	Column B Label Container To
<b>Change From:</b>	
91312, 13, 82, 83, 88	VAN NUYS CA 913
91709, 14-16, 43, 46, 52, 53, 58, 59, 63, 70-72, 90, 97-99	INDUSTRY CA 917
92239, 42, 57-59, 66-68, 70, 73, 80-82, 92	SN BERNARDINO CA 922
92304, 05, 09, 18, 22, 23, 26-28, 32, 33, 38, 39, 41, 44, 50, 57, 58, 64, 66, 68-70, 78, 84, 85, 89, 91, 98	SN BERNARDINO CA 923
92403, 12, 14, 23, 24, 29	SN BERNARDINO CA 924
<b>Change To:</b>	
91313, 83	VAN NUYS CA 913
91714-16, 43, 46, 52, 53, 58, 59, 63, 70-72, 97-99	INDUSTRY CA 917
92222, 39, 58, 59, 66-68, 73, 82	PALM SPRINGS CA 922
92304, 05, 09, 18, 19, 21, 23, 26, 27, 28, 32, 33, 38, 39, 47, 51, 58, 64, 65, 66, 68, 78, 84, 85, 89, 98	SAN BERNARDINO CA 923
92403, 12, 23	SAN BERNARDINO CA 924
<b>Add:</b>	
60401, 07, 08, 10, 16, 20, 21, 24, 37, 42, 44, 47, 49, 50, 60, 68-70, 72, 74, 76, 79-81	SOUTH SUBURBAN IL 604

\* \* \* \* \*

We will incorporate these revisions into the monthly update of the online DMM available via Postal Explorer® at <http://pe.usps.com> and into the next print edition of the DMM.

— Logistics,  
Network Operations Management, 8-2-07

## DMM Revision: Individual Change-of-Address for Group E Post Office Box Customers

Effective August 2, 2007, Part 508 of the *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®) is revised to allow the box customer or other persons listed on PS Form 1093, *Application for Post Office Box or Caller Service*, for a Residential Group E Post Office™ box to file an individual change-of-address order.

PS Form 1093 has been revised to reflect these changes. The new PS Form 1093 is on pages [10–15](#) of this *Postal Bulletin*.

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

*	*	*	*	*
<b>500</b>	<b>Additional Mailing Services</b>			
*	*	*	*	*
<b>508</b>	<b>Recipient Services</b>			
*	*	*	*	*
<b>4.0</b>	<b>Post Office Box Service</b>			
*	*	*	*	*

#### **4.4.7 Address Change**

*[Revise 4.4.7 as follows:]*

Customers may file change-of-address orders as follows:

- a. Organizations. Only the box customer or authorized representatives of the organization listed on the PS Form 1093 may file change-of-address orders. The organization is responsible for forwarding mail to other persons receiving mail at the box.
- b. Residential box customers, Fee Groups 1 through 7. Only the box customer listed on the PS Form 1093 may file change-of-address orders. The box customer is responsible for forwarding mail to other persons receiving mail at the box.
- c. Residential box customers, Fee Group E. The box customer or any other person listed on the PS Form 1093 may file an individual change-of-address order. Only the box customer may file a change-of-address order for the entire family.

*	*	*	*	*
---	---	---	---	---

#### **4.9 Service Refusal or Termination**

*	*	*	*	*
---	---	---	---	---

#### **4.9.4 Surrendered Box**

*	*	*	*	*
---	---	---	---	---

*[Revise item d to read as follows:]*

- d. A box customer, or an appointed executor or administrator of a deceased box customer, submits a permanent change-of-address order, except as provided in 4.9.5(d).

*[Add new item e as follows:]*

- e. A Group E residential box customer files a permanent change-of-address order and no other person listed on the Form 1093 files a new Form 1093 to become the box customer.

#### **4.9.5 Boxes Not Surrendered**

*	*	*	*	*
---	---	---	---	---

*[Revise item c as follows:]*

- c. Except as provided in 4.9.5(d) below, a change-of-address order is submitted by any person other than the box customer, or an appointed executor or administrator of a deceased box customer, for mail going to the box.

*[Add new item d as follows:]*

- d. A Group E residential box customer files a permanent change-of-address order and another person listed on the Form 1093 files a new form 1093 to become the box customer.

*	*	*	*	*
---	---	---	---	---

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

— Consumer Advocate and Retail Operations,  
Delivery and Retail, 8-2-07

## ***Apply for Post Office Box Service!***



*The safe and  
convenient way  
to get your mail*



## Why Not Use a Box?

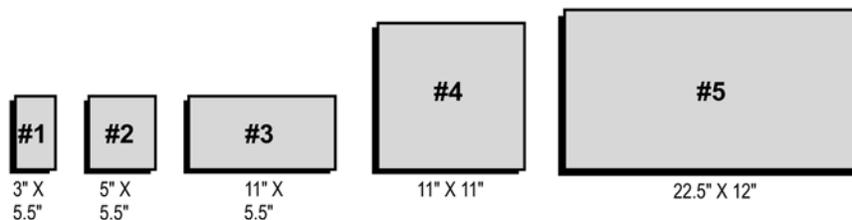
**M**any people have discovered that Post Office™ box service is a safe, convenient way to receive their mail. People who run a club, business, or professional organization find that Post Office box service gives them more room for higher volumes of mail.

If your organization gets an extra-large volume of mail, caller service is the answer. Inquire about caller service at your Post Office.

**Benefits.** With either service, you can enjoy these benefits:

- **Early Morning Mail.** You can generally pick up your mail first thing in the morning and take care of business earlier in the day. Of course, you may also pick up your mail later in the day, if you prefer.
- **Security.** You can rest assured that checks, dividend payments, and other valuable correspondence are secure.
- **Separate Business Address.** You can separate your business mail from your personal mail. That makes it easier for you to keep track of checks, orders, responses, and important correspondence.
- **Accessibility.** You can easily retrieve your mail during Post Office operating hours. In addition, some of our lobbies and box sections are open 24 hours a day, 7 days a week. Check with your local Post Office for more information.
- **Travel Convenience.** You can go away on short business or vacation trips without worrying about your mail.

**Sizes for All.** We offer several box sizes for different fees. (Some Post Offices may not have every size.) The approximate sizes are shown here:



**Obtaining Box Service.** It's simple! Just fill in the two-part tear-out card on the next page and turn it in to your local Post Office. Once we verify your information and receive your payment, we will begin providing your service.

## Using Box or Caller Service

**Post Office™ Box or Caller Service Address Use.** We deliver to your box or caller address as printed on your mail, so be sure to provide correct and current address information to your correspondents. Your Post Office box or caller service number should appear on a separate line, followed by the Post Office's city, state, and ZIP+4® (when we assign your box or caller service number, we will provide the corresponding ZIP+4).

Use the following example as a guide for proper addressing:

JOHN DOE  
PO BOX 1122  
ANYTOWN NY 01234-1122

**Fee Notification.** Twenty days before the fee is due, we put a notice in your box (with caller service, we include the notice with your mail). If you go out of town after turning in a temporary forwarding order, we can mail the notice to your temporary address.

**Fee Payment.** With either service, you can pay in advance for 6 months or 1 year. It is your responsibility to pay your fee on time. If you pay by mail, we must receive your payment by the due date.

You can pay in cash, by check made out to "U.S. Postal Service", or with your credit or debit (ATM) card. Do not send cash by mail. If your check is returned by the bank, we must suspend your service until another form of payment is submitted. You may also incur a handling charge to cover our processing costs.

**Late Payment.** If you do not pay your Post Office box fee on time, we must close your box (or suspend caller service) and you will not be able to retrieve your mail. After 10 days of nonpayment, we remove the mail and treat it as undeliverable and suspend box/caller service. Closed boxes/suspended call numbers become available for assignment to new customers immediately.

**Terms of Service.** You may not use Post Office box or caller service just to avoid paying a forwarding charge or for any purpose prohibited by law or Postal Service™ regulations. We will immediately terminate box or caller service if used for any unlawful purpose. Post Office box or caller service may be provided to minors unless parents or guardians submit a written objection to the postmaster.

**Accumulated Mail.** We encourage you to remove your mail from your box regularly. You can make a special arrangement with the postmaster if you won't be able to pick up your mail. Complete PS Form 8076, *Authorization to Hold Mail*, and we'll take care of it.

If the volume of your incoming mail repeatedly exceeds the capacity of the box you are using, we may require that you use caller service, change to a larger box (and pay applicable fees), or apply for service through one or more additional boxes.

**Change of Address.** If you choose to discontinue your box service, please complete a change of address (COA) form found in the *Mover's Guide*® available in the lobby, or on our website: [www.usps.com/moversguide](http://www.usps.com/moversguide). After completing the form give it to one of our retail associates, or to your letter carrier, or you may mail it to your

(Continued on the back of this panel)

## Using Box or Caller Service

(Continued from front of this panel)

Post Office™. Change of address orders may be filed as follows:

**Organizations:** Only the box customer or authorized representatives of the organization listed on the Form 1093 may file change of address orders. Forwarding of mail for other persons receiving mail at the box is the responsibility of the organization.

**Residential customers:**

1.) Group E residential boxes only: The box customer or any other person listed on the Form 1093 may file an individual change of address order. Only the box customer may file a change of address order for the entire family.

2.) All other residential boxes: Only the box customer listed on the Form 1093 may file change of address orders. Forwarding of mail for other persons receiving mail at the box is the responsibility of the box customer.

**Box Keys.** We issue up to two keys for key-type Post Office boxes and issue an access code for combination lock-type Post Office boxes. A small deposit is required for each key. Whenever your box service terminates, turn in all keys to the Postal Service. We refund the deposits for each key returned. Post Office box keys may not be duplicated commercially.

**Updating Information.** The information on your application (PS Form 1093) must always be current. As soon as any information changes (such as address, telephone number, etc.), you are responsible for updating the form. Failure to update the application may result in a termination of service. We keep the form on file at the office where you use the service.

**Use of Information.** The U.S. Postal Service® is authorized by 39 U.S.C. 403 and 404 to collect the information on PS Form 1093. We use the information in providing Post Office box or caller service to the applicant, but we may disclose it:

- To anyone authorized by law to serve judicial process.
- To a government agency, in performance of its duties.
- To a congressional office, if the boxholder requests it.
- In response to a subpoena or court order.
- When it pertains to a legal proceeding that involves the Postal Service.

The complete Privacy Act Statement is on the back of the application card.



### How to Use the Combination Lock

1. Clear dial by turning three times RIGHT and stop on \_\_\_\_\_.
2. Turn LEFT and stop the second time around on \_\_\_\_\_.
3. Turn RIGHT and stop on \_\_\_\_\_.
4. Turn latch key LEFT to open.



Your ZIP+4® is:  -

# Application Cards

Tear off this page, fill it out, and turn it in to your Post Office™.

## Application for Post Office Box or Caller Service – Part 1

Customer: Complete items 1, 3-6, 14-16, and 18-19.		Post Office: Complete items 2, 7-13, 17 and 20.	
1. Name(s) to Which Box Number(s) Is (are) Assigned		2. Box or Caller Numbers  _____ through _____	
3. Name of Person Applying, Title (if representing an organization), and Name of Organization (if Different From Item 1)		4a. Will This Box Be Used for: <input type="checkbox"/> Organization/Business Use <input type="checkbox"/> Residential/Personal Use (Required)	
5. Address (Number, street, apt. no., city, state, and ZIP Code™). When address changes, cross out address here and put new address on back.		4b. Email Address (Optional)	
7. Date Application Received		6. Telephone Number (Include area code)	
8. Box Size Needed		10. Dates of Service  _____ through _____	
9. ID and Physical Address Verified by (Initials)		13. Service assigned <input type="checkbox"/> a. Box <input type="checkbox"/> b. Caller <input type="checkbox"/> c. Reserve No.	
11. Two types of identification are required. One must contain a photograph of the addressee(s). Social Security cards, credit cards, and birth certificates are unacceptable as identification. Write in identifying information. Subject to verification.		12. Check Eligibility for Carrier Delivery <input type="checkbox"/> a. City <input type="checkbox"/> b. Rural <input type="checkbox"/> c. HCR <input type="checkbox"/> d. None	
14. List name(s) of minors or names of other persons receiving mail in individual box. Other persons must present two forms of valid ID. If applicant is a firm, name each member receiving mail. Each member must have verifiable ID upon request. (Continue on reverse side.)		15. Signature of Applicant (Same as Item 3). I agree to comply with all Postal Service® rules regarding Post Office box or caller services.	
<p><b>WARNING:</b> The furnishing of false or misleading information on this form or omission of information may result in criminal sanctions (including fines and imprisonment) and/or civil sanctions (including multiple damages and civil penalties.) (18 U.S.C. 1001)</p>			

PS Form 1093, July 2007 (Page 1 of 2) (PSN 7530-02-000-7165)

## Application for Post Office™ Box or Caller Service – Part 2

### Special Orders

16. Postmaster: The following named persons or representatives of the organization listed below are authorized to accept mail addressed to this (these) Post Office box(es) or caller number(s). All names listed must have verifiable ID. (Continue on reverse side.)

a. Name of Box Customer (Same as item 1)	<p><b>Customer Note:</b></p> <p>The Postal Service® may consider it valid evidence that a person is authorized to remove mail from the box if that person possesses a key or combination to the box.</p>
b. Name(s) of Applicant(s) (Same as item 3)	
c. Other Authorized Representative	d. Other Authorized Representative
20. Post Office Date Stamp	
17. Box or Caller Number to Which This Card Applies	
18. Will this box be used for Express Mail® reshipment? (Check one)	
a. Yes <input type="checkbox"/> b. No <input type="checkbox"/>	
19. Signature of Applicant (Same as Item 3). I agree to comply with all Postal Service® rules regarding Post Office box or caller services.	
<p><b>WARNING:</b> The furnishing of false or misleading information on this form or omission of material may result in criminal sanctions (including fines and imprisonment) and/or civil sanctions (including multiple damages and civil penalties.) (18 U.S.C. 1001)</p>	

PS Form 1093, July 2007 (Detached from Page 1 of 2) (PSN 7530-02-000-7165)

Use a separate form for each number or consecutive group of numbers, and type of service. File part 1 alphabetically by customer's name.

Use a separate form for each number or consecutive group of numbers, and type of service. File part 2 by box or caller number.

**Privacy Act Statement:** Your information will be used to provide Post Office™ box or caller services. Collection is authorized by 39 USC 401, 403, & 404.

Providing the information is voluntary, but if not provided, we will be unable to provide this service to you. We do not disclose your information to third parties without your consent, except to facilitate the transaction, to act on your behalf or request, or as legally required. This includes the following limited circumstances: to a congressional office on your behalf; to financial entities regarding financial transaction issues; to a USPS auditor; to entities, including law enforcement, as required by law or in legal proceedings; to contractors and other entities aiding us to fulfill the service (service providers); to process servers; to domestic government agencies if needed as part of their duties; and to a foreign government agency for violations and alleged violations of law. Information concerning an individual boxholder who has filed a protective court order with the postmaster will not be disclosed except pursuant to court order.

For more information on our privacy policies, see our privacy link on [USPS.com](https://www.usps.com)®.

## DMM Revision: CIN Codes and Documentation Standards

Effective August 2, 2007, we are revising *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®) to restore content identifier number (CIN) codes for enhanced carrier route letters and rate level headings for Periodicals letters sorted to AADC and mixed AADC destinations. These revisions will be incorporated in our August update of the DMM as noted below. We encourage software developers and mailers to update their systems as soon as possible to include these changes.

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

	*	*	*	*	*
<b>700</b>	<b>Special Standards</b>				
	*	*	*	*	*
<b>708</b>	<b>Technical Specifications</b>				
<b>1.0</b>	<b>Standardized Documentation for First-Class Mail, Periodicals, Standard Mail, and Flat-Size Bound Printed Matter</b>				
	*	*	*	*	*
<b>1.3</b>	<b>Rate Level Column Headings</b>				
	*	*	*	*	*

[Revise the table in item a to add “Periodicals letters” under the AADC and mixed AADC rows in the “Rate” column as follows:]

- a. Automation First-Class Mail, Periodicals, and Standard Mail:

Rate	Abbreviation
5-Digit [First-Class Mail letters/cards and flats, Periodicals letters and flats, and Standard Mail letters]	5B
3-Digit [First-Class Mail letters/cards and flats, Periodicals letters and flats, and Standard Mail letters]	3B
AADC [First-Class Mail letters and cards, Periodicals letters, and Standard Mail letters]	AB
Mixed AADC [First-Class Mail letters and cards, Periodicals letters, and Standard Mail letters]	MB
Basic [In-County Periodicals]	BB
Firm [Outside-County Periodicals]	FB

[Revise item b to add barcoded flats as follows:]

- b. Presorted First-Class Mail, barcoded and nonbarcoded Periodicals flats, nonbarcoded Periodicals letters, and machinable and nonmachinable Standard Mail:

\* \* \* \* \*

### **6.0 Barcoding Standards for Container Labels**

#### **6.1 Basic Standards—Tray and Sack Labels**

\* \* \* \* \*

#### **6.1.4 3-Digit Content Identifier Numbers**

\* \* \* \* \*

#### **Exhibit 6.1.4 3-Digit Content Identifier Numbers**

CLASS AND MAILING	CIN	HUMAN-READABLE CONTENT LINE
<b>Standard Mail</b>		
<b>ECR Letters — Barcoded</b>		
saturation rate	557	STD LTR BC WSS <sup>1</sup>
high density rate	557	STD LTR BC WSH <sup>1</sup>
basic rate	557	STD LTR BC LOT <sup>1</sup>
<i>[Add CIN codes for 5-digit and 3-digit carrier routes trays as follows:]</i>		
5-digit carrier routes trays	564	STD LTR 5D CR-RT BC
3-digit carrier routes trays	565	STD LTR 3D CR-RT BC
* * * * *		

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

— *Mailing Standards, Pricing and Classification, 8-2-07*

## DMM Revision: Optional 3-digit Sort for First-Class Mail Parcels

We are revising *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®) to make the preparation of 3-digit sacks optional for mailers preparing First-Class Mail parcels. Now, the preparation for both 5-digit and 3-digit sacks is optional, but required for the 5-digit and 3-digit rates.

This revision will be incorporated in our August update of the DMM as noted below. We encourage software developers and mailers to update their systems as soon as possible to include these changes.

### **Mailing Standards of the United States Postal Service, Domestic Mail Manual**

*	*	*	*	*
<b>400</b>	<b>Discount Parcels</b>			
		*	*	*
<b>430</b>	<b>First-Class Mail</b>			
		*	*	*
<b>435</b>	<b>Mail Preparation</b>			
<b>1.0</b>	<b>General Information for Mail Preparation</b>			
		*	*	*
<b>1.3</b>	<b>Terms for Presort Levels</b>			
		*	*	*

*[Revise item d to change origin/entry 3 digit sorting from required to optional as follows:]*

- d. Origin/entry 3-digit(s): the ZIP Code in the delivery address on all pieces begins with one of the 3-digit prefixes processed at the sectional center facility (SCF) in whose service area the mail is verified/entered. Separation is optional for each such 3-digit area regardless of the volume of mail.

*	*	*	*	*
---	---	---	---	---

### **1.4 Preparation Definitions and Instructions**

*	*	*	*	*
---	---	---	---	---

*[Revise item c as follows:]*

- c. An origin/entry 3-digit sack contains all mail (regardless of quantity) for a 3-digit ZIP Code area processed by the SCF in whose service area the mail is verified/entered.

*	*	*	*	*
---	---	---	---	---

*[Delete current item f, since it does not pertain to parcels, and redesignate current item g as new item f.]*

*	*	*	*	*
---	---	---	---	---

### **4.0 Preparing Presorted Parcels**

*	*	*	*	*
---	---	---	---	---

### **4.4 Sacking and Labeling**

*	*	*	*	*
---	---	---	---	---

*[Revise item b to change 3-digit sorting from required to optional as follows:]*

- b. 3-digit optional, but required for 3-digit rate; 10-pound minimum, except for optional origin/entry 3-digit(s); labeling:
  1. Line 1: L002, Column A.
  2. Line 2: "FCM PARCELS 3D."

*	*	*	*	*
---	---	---	---	---

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

— *Mailing Standards, Pricing and Classification, 8-2-07*

**DMM Revision: Bound Printed Matter Destination Entry Mailing Fee**

We are revising the standards for the destination entry mailing fee for Bound Printed Matter in Part 463 of *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®), to state that the fee must be paid once each 12-month period at each Post Office™ of mailing by or for any person or organization using destination entry discounts, except as provided otherwise for plant-verified drop shipments. In addition, we are clarifying the standards for the mailing fee for Parcel Select® mail in DMM Part 453.

To provide clear and understandable mailing standards and to promote consistency in the application of those standards, we always consider feedback from interested parties and make improvements when they are needed.

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

\* \* \* \* \*

**400 Discount Parcels**

**450 Parcel Post**

\* \* \* \* \*

**453 Rates and Eligibility**

**1.0 Parcel Post Rates and Fees**

\* \* \* \* \*

*[Revise the heading and text of 1.5 as follows:]*

**1.5 Mailing Fees**

A mailing fee for Parcel Select mail must be paid once each 12-month period at each Post Office of mailing by or for any person or organization that mails at the destination entry rates, except as provided otherwise for plant-verified drop shipments. All destination entry rates are covered under the payment of a single annual fee. The fee may be paid in advance only for the next 12 months and only during the last 60 days of the current service period. The fee charged is that which is in effect on the date of payment.

\* \* \* \* \*

**3.0 Rate Eligibility Standards for Parcel Post**

\* \* \* \* \*

*[Delete 3.2, Fees. Renumber 3.3 and 3.4 as 3.2 and 3.3.]*

\* \* \* \* \*

**460 Bound Printed Matter**

**463 Rates and Eligibility**

**1.0 Rates and Fees for Bound Printed Matter**

\* \* \* \* \*

**1.2 Discount Bound Printed Matter**

\* \* \* \* \*

**1.2.5 Destination Entry Mailing Fees**

*[Revise the text of 1.2.5 as follows:]*

A destination entry mailing fee for BPM must be paid once each 12-month period at each Post Office of mailing by or for any person or organization that mails at the destination entry rates, except as provided otherwise for plant-verified drop shipments. All destination entry rates are covered under the payment of a single annual fee. The fee may be paid in advance only for the next 12 months and only during the last 60 days of the current service period. The fee charged is that which is in effect on the date of payment.

\* \* \* \* \*

We will incorporate this revision into the next printed version of the DMM and into the monthly update of the online DMM available on Postal Explorer® at <http://pe.usps.com>.

— *Mailing Standards, Pricing and Classification, 8-2-07*

## DMM Revision: Postage Due Weight Averaging Program

The Postal Service™ is promoting the general availability of the Postage Due Weight Averaging (PDWA) program for customers with a qualifying volume of postage due, Merchandise Return Service (MRS), and Bulk Parcel Return Service (BPRS) pieces. To participate, customers must receive at least 50,000 combined return pieces annually and, if approved, are required to enter into a service agreement with the Postal Service. The program includes postage due charges and other fees for ordinary unpaid and shortpaid parcels and flats for all classes of mail, as well as for pieces returned under MRS and BPRS programs.

PDWA is a comprehensive, statistically valid program used to calculate postage due returns in bulk rather than rating each individual piece. The program applies a postage due cost factor, generated through a 4-week rolling average sampling period to assess postage and fees based upon the net weight of each container. A new postage due cost factor is calculated and applied weekly based on the previous 4 weeks of sampling data. The 4-week rolling average is not applicable if a new PDWA system is implemented or if there is a rate change. When these circumstances occur the new postage due cost factor is determined through the sampling in the first week. That cost factor is then applied in the first 2 weeks. After the fourth week of sampling, the cost factor is a complete 4-week rolling average.

The PDWA program is designed to significantly reduce verification time, reduce turn-around time to customers, and provide a structured and consistent process to benefit customers and the Postal Service.

We will incorporate these changes in our August update of the *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®) Parts 507 and 705 as noted below.

Mailers may request to participate in the PDWA program immediately.

### **Mailing Standards of the United States Postal Service, Domestic Mail Manual**

	*	*	*	*	*
<b>500</b>	<b>Additional Mailing Services</b>				
	*	*	*	*	*
<b>507</b>	<b>Mailer Services</b>				
	*	*	*	*	*
<b>10.0</b>	<b>Merchandise Return Service</b>				
<b>10.1</b>	<b>Rates and Fees</b>				
	*	*	*	*	*

[Add new 10.1.4 as follows:]

#### **10.1.4 Postage Due Weight Averaging**

MRS mailers may participate in the Postage Due Weight Averaging program described in 705.19.

\* \* \* \* \*

#### **11.0 Bulk Parcel Return Service**

\* \* \* \* \*

#### **11.2 Charges and Fees**

\* \* \* \* \*

[Add new 11.2.6 as follows:]

#### **11.2.6 Postage Due Weight Averaging**

BPRS mailers may participate in the Postage Due Weight Averaging program described in 705.19.

\* \* \* \* \*

#### **700 Special Standards**

\* \* \* \* \*

#### **705 Advanced Preparation and Special Postage Payment Systems**

\* \* \* \* \*

[Add new section 19.0 as follows:]

### **19.0 Postage Due Weight Averaging Program**

#### **19.1 Basic Information**

##### **19.1.1 Description**

The Postage Due Weight Averaging (PDWA) program is a comprehensive, statistically valid program used to calculate postage due returns in bulk, rather than rating each individual piece. This program, subject to application, approval, and service agreement, is available for customers who receive a minimum of 50,000 combined postage due parcels and flats, Merchandise Return Service (MRS), or Bulk Parcel Return Service (BPRS) pieces. The PDWA program applies a postage due cost factor, generated through a 4-week rolling average sampling period, to assess postage and fees based upon the net weight of each container. A new postage due cost factor is calculated and applied weekly, based on the previous 4-weeks of sampling data. The 4-week rolling average is not applicable if a new PDWA system is implemented or if there is a postage rate change. When these circumstances occur, the new postage due cost factor is determined through the sampling in the first week. That new postage due cost factor is then applied in the first 2 weeks. After the fourth week of sampling, the postage due cost factor is a complete

4-week rolling average. PDWA is designed to significantly reduce processing time and provide for shorter verification time for customers.

### 19.1.2 General Qualification

A PDWA program may be authorized for applicants who receive a minimum of 50,000 combined returns per year. Returns can include all classes of mail where postage due fees are assessed, including MRS and BPRS return pieces. Only parcels and flats may be processed through the PDWA program. See 19.2 for application process.

### 19.1.3 Quality Control

PDWA customers may elect to establish and conduct a quality control program to ensure that all missorted and accountable mail (including certified, collect on delivery (COD), returned receipt for merchandise, Delivery Confirmation service, and Signature Confirmation services pieces) are identified and returned to the servicing Post Office prior to being opened. The program must include:

- a. Training of all employees who process returns on how to identify accountable items.
- b. Permanently displaying examples of accountable return items in full view of employees responsible for the identification of accountable returns.
- c. Instructional material pertaining to identifying accountable returns.
- d. The random selection and tracking of individual sample pieces within the customer's operational process to assure that they are identified.

If the customer elects to not implement a quality control program, the customer must assume all responsibility for claims filed by clients who returned their product to them via accountable mail.

### 19.1.4 Service Agreement

A service agreement must be signed by the customer and agent, the postmaster, plant manager, district manager, marketing manager, and Business Mailer Support manager. The service agreement must specify, among other things, the customer's quality control procedures and procedures for handling missorted and accountable mail.

## 19.2 Authorization

### 19.2.1 Application

The customer or agent must submit a PDWA application to the postmaster of the office through which delivery service is provided. The customer must provide information including current permits, authorizations, and average volume figures. The postmaster will provide input regarding staffing, hours of operation, standard operating procedures, and recommendations or comments for approval.

### 19.2.2 Approval

The Business Mailer Support manager, USPS Headquarters, approves or denies applications for PDWA systems.

### 19.2.3 Denial

If the PDWA application is not approved, the Business Mailer Support manager will send a written notice to the applicant with the reason for denial.

### 19.2.4 Authorization Period

Authorization remains in effect until the Business Mailer Support manager or the customer cancels the agreement. If Postal Service periodic reviews or customer-supplied information indicates a need for modification of the authorization, then the authorization will be amended with concurrence of the Business Mailer Support manager and the customer.

### 19.2.5 USPS Suspension

The Business Mailer Support manager may suspend a PDWA service agreement at any time if the agreement does not provide adequate revenue protection, or the customer (or agent) fails to meet the criteria established by the agreement.

### 19.2.6 Mailer Cancellation

The customer may cancel a PDWA agreement by writing to the Business Mailer Support manager (see DMM 608.8.0 for address).

\* \* \* \* \*

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

— *Mailing Standards,  
Pricing and Classification, 8-2-07*

## POM Revision: Individual Change-of-Address for Group E Post Office Box Customers

Effective August 2, 2007, Part 841 of the *Postal Operations Manual* is revised to allow the box customer or other persons listed on PS Form 1093, *Application for Post Office Box or Caller Service*, for a Residential Group E Post Office box to file an individual change-of-address order.

PS Form 1093 has been revised to reflect these changes. The new PS Form 1093 is on pages [10–15](#) of this *Postal Bulletin*.

### Postal Operations Manual (POM)

	*	*	*	*	*
<b>8</b>					
<b>84</b>					
<b>841</b>					
<b>841.32</b>					

[Revise item a as follows:]

- a. The box customer refuses or fails to pay the proper fees.

	*	*	*	*	*
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[Revise item d as follows:]

- d. The box customer, or an appointed executor or administrator of a deceased box customer, submits a permanent change-of-address order, except as provided in 841.33(d).

[Add new item e as follows:]

- e. A Group E residential box customer files a permanent change-of-address order and no other person listed on the PS Form 1093 files a new PS Form 1093 to become the box customer.

### 841.33 Boxes Not Surrendered

	*	*	*	*	*
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[Revise item c to read as follows:]

- c. Except as provided in 841.33(d) below, a change-of-address order is submitted by any person other than the box customer, or an appointed executor or administrator of a deceased box customer for mail going to the box.

[Add new item d to read as follows:]

- d. A Group E residential box customer files a permanent change-of-address order and another person listed

on the PS Form 1093 files a new PS Form 1093 to become the box customer.

*	*	*	*	*
---	---	---	---	---

[Renumber current 841.751 as 841.752. Renumber current 841.752 as 841.753. Renumber current 841.753 as 841.751. Revise new 841.751 to read as follows:]

### 841.751 Who May File

Customers may file change-of-address orders as follows:

- a. Organizations. Only the box customer or authorized representatives of the organization listed on the PS Form 1093 may file change-of-address orders. The organization is responsible for forwarding mail to other persons receiving mail at the box.
- b. Residential box customers, Fee Groups 1 through 7. Only the box customer listed on the PS Form 1093 may file change-of-address orders. The box customer is responsible for forwarding mail to other persons receiving mail at the box.
- c. Residential box customers, Fee Group E. The box customer or any other person listed on the PS Form 1093 may file an individual change-of-address order. Only the box customer may file a change-of-address order for the entire family.

*	*	*	*	*
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[Delete 841.85. Renumber 841.86 as 841.85.]

*	*	*	*	*
---	---	---	---	---

We will incorporate these revisions into the next printed version of the POM and also into the online update, available on the Postal Service™ PolicyNet Web site:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click on *References*.
- Under “References” in the right-hand column, under “Policies,” click on *PolicyNet*.
- Click on *Manuals*.

(The direct URL for the Postal Service PolicyNet Web site is <http://blue.usps.gov/cpim>.)

It is also available on the Postal Service Internet:

- Go to [www.usps.com](http://www.usps.com).
- Click on *About USPS & News*, then *Forms & Publications*, then *Postal Periodicals and Publications*, and then *Manuals*.

— Consumer Advocate and Retail Operations,  
Delivery and Retail, 8-2-07

## Handbooks

### Handbook F-8 Revision: General Classification of Accounts

Effective August 2, 2007, Handbook F-8, *General Classification of Accounts*, is revised to update the general information about account numbers and accounting codes.

Current information on account numbers is maintained in the Account Number Control Master (ANCM), which is available on the Postal Service Intranet at <http://mnpb1:10065/access.html>. This application is updated monthly from the General Ledger Account Master Table.

#### Handbook F-8, General Classification of Accounts

\* \* \* \* \*

#### Introduction to Account Numbers and Other Accounting Codes

\* \* \* \* \*

#### Other General Ledger Codes

\* \* \* \* \*

#### Assignment of Finance Numbers

*[Revise to read as follows:]*

The manager of Accounting Policy, Headquarters, is responsible for assigning and controlling finance numbers. The Eagan Accounting Service Center (EASC) is responsible for maintaining the Finance Number Control Master (FNCM) which is the central repository of finance numbers.

#### To Request a Finance Number

*[Revise to read as follows:]*

*Field requests for new administrative finance numbers.* Depending upon level of origin, field requests must have the concurrences of the district manager and the area vice president of Operations. The request, with supporting documentation providing the justification for new finance numbers, must be submitted to the manager of Accounting Policy, Headquarters, for review and concurrence. If the manager of Accounting Policy concurs, the request will be forwarded to the deputy postmaster general and chief operating officer (DPMG/COO) for final approval of the field request.

*Headquarters requests for new administrative finance numbers.* The manager of Organizational Design and Management (ODM), must approve all new entities requested by Headquarters organizations before a request for a new finance number will be authorized by Accounting Policy. ODM is responsible for the official organizational structures

for all functional groups within the Postal Service and the authorized staffing for each.

New finance number request instructions and form are available on the Postal Service Intranet.

1. Go to <http://blue.usps.gov>.
2. Click on the *Inside USPS* tab.
3. Under "Finance," click on *Accounting*.
4. In the navigation bar, click on *Library*.
5. Click on *Field Finance Forms*.

The direct URL for the instructions is [http://blue.usps.gov/accounting/\\_doc/Request\\_NewFinanceNumber\\_Inst.doc](http://blue.usps.gov/accounting/_doc/Request_NewFinanceNumber_Inst.doc).

The direct URL for the form is [http://blue.usps.gov/accounting/\\_doc/Request\\_NewFinanceNumber\\_Form.doc](http://blue.usps.gov/accounting/_doc/Request_NewFinanceNumber_Form.doc).

Corporate Budget, Headquarters, assigns Headquarters program finance numbers. The new program finance number and narrative forms are available on the Postal Service Intranet at [http://blue.usps.gov/finance/corporate\\_budget.htm](http://blue.usps.gov/finance/corporate_budget.htm).

**Note:** Request for a new Post Office, a post office name change, or a district consolidation, follow procedures outlined in *Postal Operations Manual*, Part 123.

*[Delete the title and text of List of Finance Numbers.]*

*[Insert new section to read as follows:]*

#### Lead Finance Number

Stations and branches that have been assigned a finance number (Finance Number Type: Station/Branch; commonly referred to as station code) have a field in their Finance Number Control Master (FNCM) record indicating the finance number of the Post Office to which they belong. This attribute is referred to as the *lead finance number* (LFN), and is used to roll up financial data to the Post Office level. All other finance number types do not have a lead finance number different from themselves; therefore, their finance number and the finance number listed on their record as lead finance number are the same.

#### Variations

*[Delete the title and text of Subsidiary Location Codes.]*

*[Insert new section to read as follows:]*

#### Unit Finance Number

A four-digit unit identification number can be added to the finance number. These numbers are assigned to customer service units under the six-digit finance number of a Post Office, station or branch, or other operating unit designated

by Accounting Policy, Headquarters. The four-digit unit identification number preceded by the six-digit finance number is referred to as the *unit finance number*. District FNCM coordinators in the field maintain unit information for customer service units in the FNCM with the exception of closing units in FNCM. Accounting Services administers the procedure of closing units and overall maintenance of military units.

**Work or Cost Center Codes**

*[Revise to read as follows:]*

A two-digit number may be added to the unit finance number to designate certain functional divisions of an office or branch. Presently a payroll Labor Distribution Code (LDC) is entered in this field for use in the National Workhour Reporting System (NWRS).

**Headquarter Codes**

*[Revise to read as follows:]*

Codes are assigned to most major organizational segments and offices in Headquarters.

Six-digit finance numbers are assigned to each functional group.

Three-digit pay location codes are assigned to each finance number.

\* \* \* \* \*

**Other Codes**

**Budget Authorization Codes**

\* \* \* \* \*

*[Revise the geographic area table to read as follows:]*

Letter	Area
A	New York Metro
B	Northeast
C	Allegheny
E	Western
F	Pacific
G	Southwest
H	Southeast
J	Great Lakes
K	Capital Metro

**Cost Ascertainment Grouping Codes**

\* \* \* \* \*

*[Insert the title and text of Performance Cluster Codes to read as follows:]*

**Performance Cluster Code**

Performance cluster (PFC) codes allow all finance numbers within a performance cluster to roll up to a specific manager. For example, this code is used to consolidate both the customer services and mail processing functions within a performance cluster.

*[Insert the title and text of Finance Data Control Codes to read as follows:]*

**Finance Data Control Codes**

Finance data control (FDC) codes allow a group of finance numbers within a performance cluster to roll up to a specific manager. For example, in the field the district customer services function can roll up all Post Offices and other customer services entities to the district level for consolidated reporting. Each mail processing center (e.g., processing and distribution center, airmail center, bulk mail center) has its own FDC code to roll up all mail processing facilities which report to the lead plant manager of that center.

\* \* \* \* \*

We will incorporate these revisions into the next printed edition of Handbook F-8 and into the next online update available on the Postal Service™ PolicyNet Web site.

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click on *References*.
- Under “References” in the right-hand column, under “Policies,” click on *PolicyNet*.
- Then click on *HBKs*.

(The direct URL for the Postal Service PolicyNet Web site is <http://blue.usps.gov/cpim>.)

— Accounting Policy,  
Finance, 8-2-07

### Handbook PO-101 Revision: Post Office Discontinuance Guide

Effective, August 2, 2007, we are revising Handbook PO-101, *Post Office Discontinuance Guide*, to update fax numbers and procedures for reporting suspension and restoration of service.

#### Handbook PO-101, *Post Office Discontinuance Guide*

\* \* \* \* \*

#### 6 Special Considerations

#### 61 Emergency Suspensions

\* \* \* \* \*

#### 613 Notification

##### 613.1 To Headquarters

*[Revise the fax number in the first sentence of the first paragraph to read as follows:]*

The district manager of Customer Service and Sales (or designee) must provide immediate notice of any suspension by fax to 202-268-0002.\*\*\*

\* \* \* \* \*

##### 613.2 To Local Officials

*[Add two new sentences at the beginning of the first paragraph to read as follows:]*

Immediately contact the local district facility database (FDB) coordinator. Contact information for the FDB coordinators is available on the Intranet at <http://eagnmnsu0fa.usps.gov/fdb-docs/fdbcoordinatorlist.pdf>.\*\*\*

\* \* \* \* \*

##### 618 Restoration of Service

*[Revise the fax number in first sentence of the first paragraph to read as follows:]*

Immediately notify Headquarters of restoration of service by fax to 202-268-0002.\*\*\*

\* \* \* \* \*

*[Revise the third sentence in the second paragraph and add a new fourth sentence in the second paragraph to read as follows:]*

\*\*\*You must also notify the local district FDB coordinator. Contact information for the FDB coordinators is available on the Intranet at <http://eagnmnsu0fa.usps.gov/fdb-docs/fdbcoordinatorlist.pdf>.\*\*\*

\* \* \* \* \*

— Customer Service Operations,  
Delivery and Retail, 8-2-07

## Publications

### Mover's Guide News: September 2007 Mover's Guide Now Available

The September 2007 issue of Publication 75, *Mover's Guide*, is now available. As of September 1, please display the new issue and recycle all expired versions.

#### Catalog Address Change and Request Card

- Attached to PS Form 3575, *Change-of-Address Order*, is the Catalog Address Change and Request Card, which movers can fill out to let catalogers know where they are moving.
- The Catalog Address Change and Request Card must be detached from the change-of-address (COA) form and from the catalog description card.
- The Catalog Address Change and Request Card and the COA form should be mailed separately. This is important for change-of-address processing.

#### For offices that DO NOT receive automatic distribution (the majority of offices fall in this category)

- In August, your Post Office™ received a package of 25 *Mover's Guides*.
- Do not display this edition until September 1, unless your current stock is depleted.
- You must recycle all copies of any older version of the *Mover's Guide* remaining at your facility.
- To order up to 100 copies, call the MDC and use touch tone order entry (TTOE): Call 800-273-1509.

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

- If you need more than 100 copies, or if you have other questions regarding *Mover's Guide*, please call Imagitas directly at 800-816-6837 or visit [http://blue.usps.gov/delret/L4CustServSupp\\_Mover.htm](http://blue.usps.gov/delret/L4CustServSupp_Mover.htm).

Use the following information to order the September 2007 issue of *Mover's Guide*:

<b>PSIN:</b>	PUB 75
<b>PSN:</b>	7610-03-000-4795
<b>Unit of Measure:</b>	EA
<b>Minimum Order Quantity:</b>	1
<b>Bulk Pack Quantity:</b>	100
<b>Quick Pick Number:</b>	441
<b>Price:</b>	\$0.00
<b>Edition Date:</b>	09/07

#### For offices that DO receive automatic distribution

- The first half of your supply of the September 2007 issue of Publication 75, *Mover's Guide*, will arrive at your facility in mid-August.
- The second half of your supply will arrive 4 to 6 weeks later.
- Your supply will arrive in boxes of 100 and 300.
- *Mover's Guides* are printed and distributed three times a year — in April, August, and December.
- If you would like to order supplemental quantities, please call 800-816-6837 or visit [http://blue.usps.gov/delret/L4CustServSupp\\_Mover.htm](http://blue.usps.gov/delret/L4CustServSupp_Mover.htm).
- Do not display this edition until September 1, unless your current stock is depleted.
- You must recycle all copies of any older version of *Mover's Guide* remaining at your facility.

Please keep track of your inventory. Businesses and other organizations must purchase *Mover's Guide* and can obtain order forms by calling Imagitas at 800-816-6837. For further information, visit our Frequently Asked Questions at [http://blue.usps.gov/delret/L4CustServSupp\\_Mover.htm](http://blue.usps.gov/delret/L4CustServSupp_Mover.htm).

Remember, consumers can visit [www.usps.com](http://www.usps.com) and click on *Change of Address* to change their address online!

— Address Management,  
Intelligent Mail and Address Quality, 8-2-07

## Publication 205 Revisions: Electronic Verification System

Effective August 2, 2007, the following sections of Publication 205, *Electronic Verification System Business and Technical Guide*, are revised to reflect clarifications to postage calculation, the use of the permit imprint required for eVS mailings, and modifications to the layout and design of certain eVS reports that mailers and Postal Service™ employees can view:

- 1-4.4.
- 1-5.1.
- 1-5.2.
- 1-5.3.
- 4-1.2.
- 4-2.3.
- 4-3.
- Chapter 6.
- In Appendix A, the description of file format.
- In Appendix B, the eVS application.
- In Appendix G, the text in “Codes for Services and Rate Combinations” and the introductory text to Table G-1.

### Publication 205, *Electronic Verification System Business and Technical Guide*

#### 1 The Basics

\* \* \* \* \*

#### 1-4 Required and Optional Use of eVS

\* \* \* \* \*

#### 1-4.4 Postage Computation

\* \* \* \* \*

##### a. Postage Amount.\*\*\*

\* \* \* \* \*

[Revise 1-4.4a(1) to read as follows:]

- (1) *Postage Amount in Manifest Record.* The recorded postage amount in Detail Record 1 positions 038-044 is a single amount that does not include the subtraction of discounts or the addition of surcharges, nonincidental enclosure postage, and Extra Services.

\* \* \* \* \*

#### 1-5 eVS Permit Imprint Indicia

##### 1-5.1 Requirement

[Revise 1-5.1 to read as follows:]

Each parcel included in an eVS mailing must bear a permit imprint indicia following the standards in DMM 604.6.0 on use and format with these two options:

- a. *Company Permit Imprint Indicia.* A company permit imprint indicia displays the name or abbreviation of the company name, with or without a permit account number. This is the required style for eVS parcel mail unless the mailer has received authorization from the Business Mailer Support manager to use the permit style in 1-5.1b.
- b. *Regular Permit Imprint Indicia.* A regular permit imprint indicia displays the permit account number and city and state where the permit account is held, without the company name or abbreviation of the company name. This style requires authorization from the Business Mailer Support manager.

##### 1-5.2 Company eVS Permit Imprint Indicia

[Revise the first sentence of 1-5.2 by changing “(or the alternatives “EVS” or “eVS”)” to “(or the alternatives “EVS” or “e-VS”),” to read as follows:]

The marking “eVS” (or the alternatives “EVS” or “e-VS”) must appear by itself as the last line in the company eVS permit imprint indicia.

\* \* \* \* \*

##### 1-5.3 Regular eVS Permit Imprint Indicia

[Revise the first sentence of 1-5.3 by changing “(or the alternatives “EVS” or “eVS”)” to “(or the alternatives “EVS” or “e-VS”)” and add a second sentence, to read as follows:]

The marking “eVS” (or the alternatives “EVS” or “e-VS”) must appear by itself as the last line in the regular eVS permit imprint indicia, below the city and state line. eVS mailers wishing to use this indicia style must receive authorization from the Business Mailer Support manager.

\* \* \* \* \*

#### 4 Postage Verification and Adjustment

##### 4-1 Online Information

\* \* \* \* \*

##### 4-1.2 Information Access

[Revise 4-1.2 to read as follows:]

Information for the current month is displayed on the eVS Monthly Account and Sampling Summary page. This

summary report consolidates financial data from manifest files, postage statement generation, and sampling data.

The eVS Monthly Account and Sampling Summary consists of three distinct but related sections:

- a. Mailer Information.
- b. Monthly Account Summary.
- c. Monthly Sampling Summary.

Various links on the eVS Monthly Account and Sampling Summary provide access to other important eVS reports used for checking data flow and postage payment. Chapter 6 describes these reports generated and posted on the eVS Web site for the mailer and the Postal Service.

## 4-2 Sampling Data

\* \* \* \* \*

*[Revise the heading and text of 4-2.3 to read as follows:]*

### 4-2.3 Sampling Summary Information

Information about the continuous sampling reconciliation — sample data matched with the corresponding manifest data — appears on the eVS Monthly Account and Sampling Summary page in the Monthly Sampling Summary section. For parcels sampled and used to compute the postage adjustment factor (PAF), the Monthly Sampling Summary displays two running postage amounts that reflect the ongoing sampling process. The eVS mailer can view and analyze the detailed information for the following two totals by checking the eVS Monthly Account and Sampling Summary page on the eVS Web site:

- a. *Actual Postage of Pieces Sampled.* This amount reflects the total postage computed from the sampling data input by the Postal Service sampler.
- b. *Manifest Postage of Pieces Sampled.* This amount reflects the total manifest postage computed for the corresponding parcel records. The Postal Service uses the postage elements reported in the mailer's manifest parcel records for recalculating the manifest postage.

## 4-3 Postage Adjustments

### 4-3.1 Postage Adjustment Factor (PAF)

*[Revise 4-3.1 to read as follows:]*

A postage adjustment factor (PAF) is calculated by dividing the total postage for the samples by the total postage recalculated by the Postal Service for the corresponding parcel records in the mailer's manifest file. The Postal Service recalculates manifest postage using rate-specific data elements exactly as coded in the mailer's manifest.

If the results of the monthly sampling indicate that total manifest postage — as recalculated by the Postal Service for the sampled parcels — is underpaid by more than 1.5%

(that is, the PAF is greater than 1.015), the Postal Service assesses additional postage due by multiplying total recalculated manifest postage for the month by the PAF multiplier (the PAF minus 1). For example, if the PAF equals 1.021, the PAF multiplier applied against the manifest postage for the additional postage due is 0.021. This additional postage due is not collected until 21 days after the end of the month upon completion of the 10-day mailer investigation (see 4-3.4) and during the 10-day joint Mailer/Postal Service sampling data review (see 4-3.5).

Incorrectly rated parcels, unmanifested parcels without Confirmation Services, and mis-shipped DBMC and DSCF parcels can contribute toward possible additional postage due. If postage is overpaid, no postage adjustment is made for the month, although overpayments made during a month offset underpayments. The mailer can minimize the potential for both overpayments and additional postage assessments by monitoring the results of samplings and taking corrective action on subsequent mailings.

*[Revise the heading and text of 4-3.2 to read as follows:]*

### 4-3.2 Unmanifested Confirmation Services Parcels

Unmanifested Confirmation Services parcels are parcels accepted and scanned by the Postal Service for which the Product Tracking System never received or successfully processed electronic manifest records representing the parcels or individual parcel records. These unmanifested Confirmation Services parcels are linked in databases to eVS mailers through the 9-digit mailer ID or DUNS number within the 22-digit package identification code (PIC) on the mailing label affixed to the parcels.

For eVS parcels identified by the Product Tracking System as unmanifested, postage due is collected on the 21st day after the last day of the monthly accounting period using the following calculations to determine the amount:

- a. *Fewer Than 10 Unmanifested Confirmation Services Samples.* If fewer than 10 unmanifested parcels are sampled during the monthly accounting period, the postage due for those unmanifested Confirmation Services parcels is calculated using a per-unit postage rate derived from the actual postage of pieces sampled divided by the total number of pieces sampled for the PAF as displayed in the Monthly Sampling Summary. The total number of pieces sampled for the PAF does not include samples that are filtered for technical or business reasons, dropped by the Postal Service because of inaccuracy, or identified as unmanifested Confirmation Services parcels.
- b. *10 or More Unmanifested Confirmation Services Samples.* If 10 or more unmanifested Confirmation Services parcels are sampled during the monthly accounting period, the postage due for all unmanifested Confirmation Services parcels is calculated

using a per-unit postage rate derived from the average postage of the sampled unmanifested Confirmation Services parcels. Pieces sampled that are unmanifested Confirmation Services parcels are not included in the total pieces sampled for the PAF.

The total calculated sample postage for unmanifested Confirmation Services parcels is divided by the total number of those sampled pieces to derive the average per unit cost. The total identified unmanifested Confirmation Services parcels, which includes the samples, is multiplied by the average per unit cost to compute the total postage due for all unmanifested Confirmation Services parcels.

If a mailer submits a manifest containing parcel records matching the package identification codes of the sampled unmanifested Confirmation Services parcels, those sampled pieces then become part of the total pieces sampled for the PAF.

*[Revise the heading and text of 4-3.3 to read as follows:]*

#### **4-3.3 Mis-shipped Parcels**

Parcels deposited by an eVS mailer at an incorrect entry facility are termed “mis-shipped” parcels and are handled as follows:

- a. *Destination Delivery Unit Parcels.* Mis-shipped destination delivery unit (DDU) rate parcels are each charged additional postage derived from the difference between the manifest postage for the parcel and the applicable nondestination-entry single-piece rate for the mis-shipped DDU parcel as defined in the *Domestic Mail Manual*. In the case of a Standard Mail parcel, the mailer is charged the difference between the manifested postage and the appropriate First-Class Mail single-piece rate or the unzoned 1-pound Priority Mail rate for a parcel weighing more than 13 ounces.

Postage for mis-shipped Confirmation Services parcels is tracked and made available to the mailer via the DDU Confirmation Services Mis-shipped Report in eVS. The mailer’s *PostalOne!* postage payment account is debited on the 21st day of the following month for the additional mis-shipped postage accumulated during the previous month. Mis-shipped DDU parcels are not included in the postage adjustment factor described in 4-3.1.

- b. *Destination Bulk Mail Center and Destination Sectional Center Facility Parcels.* Mis-shipped destination bulk mail center (DBMC) and destination sectional center facility (DSCF) parcels are not individually charged as mis-shipped parcels as done for mis-shipped DDU parcels. Instead, the difference in postage between the postage recalculated by the Postal Service for the data elements in the manifest record and the postage calculated for any sampled

mis-shipped DBMC or DSCF parcel becomes part of the postage adjustment factor for sampled parcels. Sample postage for mis-shipped DBMC and DSCF parcels is calculated at the appropriate nondestination entry rate, including rezoning as necessary.

\* \* \* \* \*

*[Revise the heading and text of 4-3.5 to read as follows:]*

#### **4-3.5 10-Day Joint Mailer/Postal Service Data Review**

After the 10-day mailer investigation, the Postal Service and the mailer review the data for the monthly accounting period to determine whether any samples used to calculate the postage adjustment factor, unmanifested Confirmation Services parcels, or mis-shipped DDU parcels should be removed from the final reconciliation for any additional postage due.

#### **4-3.6 Appeals and Refunds**

*[Revise 4-3.6 to read as follows:]*

All appeals and refund requests must be submitted in writing with appropriate documentation to the Business Mailer Support manager within 30 days following the end of the 10-day joint mailer/Postal Service data review.

\* \* \* \* \*

## **6 eVS Reports**

*[Revise chapter 6 to read as follows:]*

### **6-1 General Information**

#### **6-1.1 Online Viewing**

The eVS reports available on the eVS Web site allow each mailer to monitor the accuracy of mailings and postage payments and take any necessary corrective action to minimize the potential for additional postage payment. Mailers can access reports for their eVS mailings through the *PostalOne!*/eVS Web site at <http://www.uspspostalone.com>.

#### **6-1.2 Access and Format**

The Reports Menu link on the eVS Monthly Account and Sampling Summary page described in 6-2, provides access to monthly eVS reports derived from manifest and sampling data. Information in these reports can be used as diagnostic tools to identify quality issues in eVS manifest mail preparation, rate calculations, and transportation operations.

Most reports contain hyperlinks to other data or reports, and are formatted to allow the user to sort the information in ascending or descending order by clicking on column headings. The user generally can download report data in these file formats: comma-separated value (CSV), Excel, and portable document format (PDF). Section 6-2 presents the eVS Monthly Account and Sampling Summary and

describes its three sections. Section 6-3 alphabetically presents the main eVS reports and describes their use.

## 6-2 eVS Monthly Account and Sampling Summary Report

### 6-2.1 Overview

The eVS Monthly Account and Sampling Summary is the first report — the “landing page” — that the eVS mailer or Postal Service user sees when accessing the eVS Web site. The report presents three distinct but related sections, each enclosed within an individual ruled box:

- a. Mailer Information.
- b. Monthly Account Summary.
- c. Monthly Sampling Summary.

The eVS Monthly Account and Sampling Summary presents a dynamic view of the mailer’s account by consolidating manifest and sampling reconciliation data for eVS mailings entered during the current month. The report also provides ongoing calculations of the postage adjustment factor by comparing the information reported on each manifest with the results of the sampling process. The report allows reviewing data for the previous months.

### 6-2.2 Mailer Information

The upper section of the page displays Mailer Information. This section contains general information identifying the eVS mailer including address, mailer ID number, and permit account number. This section also lists the subclasses of mail that the mailer is authorized to prepare under eVS.

### 6-2.3 Monthly Account Summary

The middle section of the page displays the Monthly Account Summary. As shown in Exhibit 6-2.3, information in this section is organized in rows and columns, with numbered text entries in the first column on the left for hyperlinks to related reports and data sources, numeric entries in the second column for showing the number of pieces, and dollar amounts in the third column for showing postage. The top of the section includes a hyperlink to the Postage Statement Summary as described in 6-3.10.

The Monthly Account Summary specifically presents mailing activity and postage data to show how total postage is calculated. Total postage is the net amount of manifest postage (calculated as the original postage recorded in the mailer’s manifest files plus or minus a variance in postage from the Postal Service recalculation of the manifest postage) and additional postage due subtotals.

The total postage calculation involves verifying postage declared in the mailer’s manifest and using sampling verifications conducted throughout the monthly accounting period that can result in additional postage due:

- a. *Total Manifest Postage*. Total manifest postage (line 1c) is derived by adding the manifest postage from the mailer’s files (line 1a) and the difference (“variance”) (line 1b) between the recalculated postage by the Postal Service using the mailer’s data and the mailer’s declared postage in (line 1a). The display of data occurs as follows:

- (1) *Postage*. Manifest postage amounts (lines 1a and 1c) and variance amount (line 1b) change dynamically each time a postage statement is successfully generated from the processing of manifest files.

- (2) *Pieces*. Manifest piece counts (lines 1a and 4a) and variance piece counts (line 1b) also change dynamically as manifest postage and variance amounts change.

- b. *Total Additional Postage Due*. Total additional postage due (line 2d) is calculated by adding the postage from the sampling postage adjustment factor (line 2a) with the unmanifested parcels postage as determined by Confirmation Services barcode scans (line 2b), and the postage adjustments determined by mis-shipped DDU parcels Confirmation Services barcode scans (line 2c). The display of data occurs as follows:

- (1) *Postage*. Any additional postage due (line 2a) from applying a postage adjustment factor exceeding 1.015 appears immediately. Any additional postage due for unmanifested parcels (line 2b) and for mis-shipped DDU parcels (line 2c) does not appear until the 11th day of the following month, after the 10-day mailer investigation period described in 4-3.4.

- (2) *Pieces*. Piece counts change dynamically each week for unmanifested parcels (lines 2b and 4b) and mis-shipped DDU parcels (line 2c) when the extract data is received from the Product Tracking System. No piece counts appear for additional postage due from applying a postage adjustment factor.

**Exhibit 6-2.3****Monthly Account Summary Section**

<b>Monthly Account Summary</b>		
<b>Files and Postage Statements:</b> <a href="#">Postage Statement Summary</a>		
<b>Total Postage Calculation</b>		
	<b>Pieces</b>	<b>Postage</b>
<b>1. Manifest Postage:</b>		
a. <a href="#">Manifest postage from mailer's files</a>	1475	\$4,111.52
b. <a href="#">Variance postage from USPS recalculation of mailers data</a>	417	\$-18.65
<b>c. Total manifest postage</b>	N/A	\$4,092.87
<b>2. Additional Postage Due:</b>		
a. <a href="#">Postage adjustment from sampling postage adjustment factor (PAF)</a>	N/A	\$1,563.23
b. <a href="#">Unmanifested parcels from Confirmation Services scans</a>	0	\$0.00
c. <a href="#">Mis-Shipped DDU parcels from Confirmation Services scans</a>	0	\$0.00
<b>d. Total additional postage due</b>	N/A	\$1,563.23
<b>3. Total Postage</b>	N/A	\$5,656.10
<b>4. Piece Count:</b>		
a. Manifested pieces	1475	
b. Unmanifested pieces	0	
<b>c. Total pieces</b>	1475	

**6-2.4 Monthly Sampling Summary**

The lower section of the landing page displays the Sampling Summary. This section organizes monthly information on total number of pieces sampled for the postage adjustment factor (PAF), postage calculated for those sampled pieces, and the corresponding postage that was actually paid after the Postal Service recalculated the postage for those pieces using the data elements reported in the mailer's manifest files. (Recalculation of postage generally results in a postage difference — variance — for Standard Mail and Bound Printed Matter because of rounding.) The postage adjustment factor is calculated as a ratio of the sample postage amount to the manifest postage amount and is displayed in this section of the report. Related reports based on sampling data can be accessed through the Reports Menu hyperlink.

At the top of the Sampling Summary is a drop-down menu listing 8-digit sequential numbers extracted from the 22-digit electronic file numbers in selected manifest header records that list mailer's files submitted during the month. A file generally contains more than one manifest, consisting of a Header Record and one or more Detail Records 1 as described in 2-1.3. eVS selects one of the 22-digit manifest Header Record electronic file numbers to identify the entire file.

The 8-digit sequential numbers in the drop-down menu are hyperlinked to individual Postage Statement Detail pages. The upper part of a Postage Statement Detail page displays the 22-digit electronic file number identifying the entire file and information for each postage statement

generated from all the processed parcel records in the file. The lower part lists each manifest by its 22-digit electronic file number, including the one used to identify the entire file, in the Sub File Number column on the left.

**6-2.5 Current and Past Data**

The "Change Month and Year" menus in the upper right corner of the eVS Monthly Account and Sampling Summary allow the use to select and view summary reports for previous months. After selecting the desired month, the user clicks the "Show Data" button. By default, the initial view of this page displays data for the current month and year. This functionality is available for most other eVS reports.

**6-2.6 Links to Other Reports**

The following reports can be accessed directly from the Monthly Account Summary:

- a. DDU Confirmation Services Mis-shipped Report (from the hyperlink in line 2c).
- b. Manifest Summary Report (from the hyperlink in line 1a).
- c. Postage Discrepancy Report (from the hyperlink in line 2a).
- d. Postage Statement Summary (from the hyperlink "Postage Statement Summary" and the hyperlinks in lines 1b and 1c).
- e. Product Tracking System Unmanifested Records Report (from the hyperlink in line 2b).

## 6-3 Reports

### 6-3.1 Damaged/Missing Barcode Report

This report, based on sampling data, lists the parcels that the Postal Service cannot sample accurately because the required parcel barcode is missing or so damaged that it cannot be scanned or the human-readable data entered manually into the sampling device. As a result, eVS cannot match the sampling data with the corresponding manifest data in the manifest file to determine the accuracy of postage payment for the parcel. The Damaged/Missing Barcode Report is accessed from the Reports Menu, then Sampling Reports link.

### 6-3.2 DDU Confirmation Services Mis-shipped Report

This report lists parcels identified as mis-shipped by the Product Tracking System (PTS) from data collected by Confirmation Services scans. The destination delivery ZIP Codes for these parcels reported in the mailer's manifest records are not within the service area of the destination delivery units (DDUs) that initially received the parcels from the mailer. These mis-shipped parcels are ineligible for the DDU rates claimed in the mailer's manifest records. Additional postage due for these mis-shipped DDU parcels is calculated according to the eVS mailing standards in the *Domestic Mail Manual* and is withdrawn from the mailer's account on the 21st day following the accounting month. The DDU Confirmation Services Mis-shipped Report is accessed from the Monthly Account Summary section from the hyperlink in line 2c or from the Reports Menu.

### 6-3.3 Delayed Transportation Report

This report, based on sampling data, lists parcels that are sampled 4 days or more after the mailing date in the associated manifest Header Record. The data for this report is obtained by comparing the date when sampling data is collected for each sampled parcel with the mailing date in the manifest containing the corresponding parcel record. The Delayed Transportation Report is accessed from the Reports Menu, then Sampling Reports link.

### 6-3.4 Float Report

This report, based on sampling data, lists parcels sampled 1 day or more before the mailing date in the associated manifest Header Record. The data for this report is obtained by comparing the date when sampling data is collected for each sampled parcel with the mailing date in manifest containing the corresponding parcel record. An electronic eVS manifest file must be transmitted on or before the date when the eVS mailing represented by the file is presented at a destination entry facility or at an origin facility. The Postal Service uses this report to determine whether parcels are being deposited before postage

payment. The Float Report is accessed from the Reports Menu, then Sampling Reports link.

### 6-3.5 Manifest Summary Report

This report, based on manifest data, lists all the manifest files successfully transmitted and processed for the selected month. The report shows the 22-digit electronic file number, transmission date, mailing date in the Header Record, total number of parcel records accepted and processed, total manifest postage declared in the mailer's manifest file, any invalid Service Type Code (STC), any invalid DUNS number (a DUNS number used by the mailer but not registered in the mailer's account), and duplicate package identification codes (PICs). The report also presents the number of parcels with variance postage amounts showing the difference between the postage in the manifest file and the postage amount recalculated by the Postal Service. The Manifest Summary Report is accessed from the Monthly Account Summary section from the hyperlink in line 1a or from the Reports Menu.

### 6-3.6 Manually Entered Barcode Report

This report, based on sampling data, lists sampled parcels bearing barcodes that cannot be scanned by Postal Service personnel conducting verification sampling. The human-readable text of the barcode must be manually entered into the sampling device. Parcels listed on this report become ineligible for any parcel barcode discount claimed. The Manually Entered Barcode Report is accessed from the Reports Menu, then Sampling Reports link.

### 6-3.7 Package Summary

This summary, based on sampling and manifest data, is a side-by-side comparison of specific data elements for the manifest package and sample package. For the manifest package and the sample package, the summary shows the full 22-digit package identification code, weight, presence of a postal routing barcode (5-digit barcode), machinability, zone, destination rate indicator, and any Extra Services. The Package Summary is accessed in each sampling-based report that hyperlinks a package ID.

### 6-3.8 Postage Discrepancy Report

This report, based on sampling data, lists parcels for which the sampled postage differs from the postage reported in the corresponding individual parcel records in the transmitted manifest file. The report includes sample and manifest weights and sample and manifest postage. The report lists both positive and negative discrepancy postage amounts. A Package ID with an asterisk indicates that the package was sampled at a destination delivery unit (DDU) and accepted with the destination rate indicator code in the mailer's manifest record (representing the same or higher

rate category). The Postage Discrepancy Report is accessed from the Monthly Account Summary section from the hyperlink in line 2a or from the Reports Menu, then Sampling Reports link.

### 6-3.9 Postage Statement Detail

This report, based on manifest data, displays hyperlinks to class-specific postage statements, along with the dollar amount of the Extra Services fees and manifest postage recalculated by the Postal Service using the codes in the manifest files. In addition, the report presents the postage variance by parcel record between the manifest postage and the recalculated postage. The report also provides payment status for each postage statement. The lower part of the report lists the 22-digit electronic file numbers contained in the Header Record of every manifest contained within the file, along with the number of parcels for each manifest and the manifest postage for the parcels. The Postage Statement Detail is accessed through hyperlinks in the Postage Statement Summary Report described in 6-3.10.

### 6-3.10 Postage Statement Summary Report

This report, based on manifest data, lists the 22-digit electronic file number used to identify files consisting of one or more manifests with the underlying parcel records. In addition, the report displays the mailing date, the permit number and permit ZIP Code, and the postage amount as recalculated by the Postal Service using the codes in the manifests and Detail Records 1. The report also shows the payment status of the postage statements generated by the files. The hyperlinked 22-digit electronic file numbers allow the user to open the corresponding Postage Statement Detail as described in 6-3.9 that contains links to postage statements generated by the parcel records to a specific file with one or more manifests.

Each time the mailer sends a manifest file, the *PostalOne!* Wizard Web Service (WWS) generates a separate postage statement for each class of mail included in that manifest file. The total amount on each postage statement is then automatically withdrawn from the mailer's postage payment account and can be verified by checking the transaction in the account with the amount on the postage statements. The Postage Statement Summary Report is accessed from the hyperlink "Postage Statement Summary" and the hyperlinks in lines 1b and 1c on the Monthly Account Summary section.

### 6-3.11 Postage Statement Variance Report

This report, based on sampling and manifest data, shows the 22-digit electronic file number from the Header Record used to identify the entire file and then the individual 22-digit package identification codes from the associated Detail Records 1. Several columns display manifest postage, Extra Services, and surcharges and discounts,

followed by the same columns for the recalculated postage based on the codes in the mailer's manifest Detail Records 1. Each line ends with a column displaying any difference (variance) between the total manifest postage amounts and the total recalculated by the Postal Service.

The Postage Statement Variance Report is accessed by first selecting the Postage Statement Summary described in 6-3.10, then by an individual hyperlinked File Number to open the Postage Statement Detail described in 6-3.9. If a row in the Postage Statement Detail shows a hyperlinked package or postage variance, the user can select the hyperlink to open the Postage Statement Variance Report for the originally selected electronic file number.

### 6-3.12 Product Tracking System Unmanifested Records Report

This report, based on Confirmation Services scan data, lists parcels for the selected month received by the Postal Service Product Tracking System (PTS) but not reported in an eVS manifest file. If 10 or more unmanifested Confirmation Services parcels are sampled during the monthly accounting period, the postage due for all unmanifested Confirmation Services parcels is calculated using a per-unit postage rate derived from the average postage of the sampled unmanifested Confirmation Services parcels. Pieces sampled that are unmanifested Confirmation Services parcels are not included in the total pieces sampled for the PAF as described in 4-3.2. The Product Tracking System Unmanifested Records Report is accessed from the Monthly Account Summary section from the hyperlink in line 2b.

### 6-3.13 Reconciled Samples Report

This report, based on sampling data, lists parcels sampled by Postal Service personnel and matched ("reconciled") with the corresponding parcel record in the manifest file. The report shows the postage difference between manifest postage recalculated by the Postal Service and postage determined by sampling data. A user can select an individual package identification code (PIC) to see a side-to-side comparison of the sample data and Manifest information for that parcel in the Package Summary page. The Reconciled Samples Report is accessed from the Reports Menu, then Sampling Reports link.

### 6-3.14 Weight Discrepancy Report

This report, based on sampling data, lists those parcels for which a discrepancy exists between the weight reported by Postal Service sampling personnel and the weight reported on the manifest. The Weight Discrepancy Report is accessed from the Reports Menu, then Sampling Reports link.

\* \* \* \* \*

**Appendix A, eVS Electronic File Layout****Content and Explanation**

\* \* \* \* \*

**Flat File Format**

[Revise this section by adding an introductory sentence and changing item c to read as follows:]

The flat file format used by eVS is similar to but not identical with the one used for Confirmation Services:

\* \* \* \* \*

- c. A line feed with a carriage return is needed at the end of every Header Record and every Detail Record except the last record of the electronic file.

\* \* \* \* \*

**Appendix B, eVS Application**

[Insert revised application. See online edition for revised application.]

\* \* \* \* \*

**Appendix G, Service Type Codes and Rate Ingredient Tables****Codes for Services and Rate Combinations**

\* \* \* \* \*

[After the list of tables, delete all three paragraphs.]

**Table G-1****Service Type Codes**

\* \* \* \* \*

[After the third paragraph, insert the following paragraph:]

Service Type Code 56 is used in the Package Identification Code and the corresponding parcel barcode when no extra service, including Delivery Confirmation, is claimed. The format of the barcode and the human-readable text above the barcode are described in Chapter 3. Parcel barcodes with Service Type Code 56 receive “passive scans” only if processed on parcel sorting equipment. These scans are designated “passive” because no employee scans the parcel barcode with a hand-held device.

\* \* \* \* \*

We will incorporate these revisions into the fully revised edition of Publication 205, which will be dated August 2, 2007, and will soon be available on both the internal and external corporate Web sites as follows:

- On the Postal Service PolicyNet Web site:
  - Go to <http://blue.usps.gov>.
  - Under “Essential Links” in the left-hand column, click on *References*.
  - Click on *Publications*.

(The direct URL for the Postal Service PolicyNet Web site is <http://blue.usps.gov/cpim>.)

- On the Postal Service Internet:
  - Go to [www.usps.com](http://www.usps.com).
  - Click on *All Products & Services*, then *Publications*, then *Postal Periodicals and Publications*, and then *Publications*.

— Business Mailer Support,  
Customer Service, 8-2-07

**Publication 223: Directives and Forms Update**

Effective immediately, Publication 223, *Directives and Forms Catalog* (June 1999), is revised. The tables below contain the Postal Service™ information number (PSIN), edition date, title, Postal Service stock number (PSN), and the Postal Service and public supply source for all new, revised, and obsolete directives and forms. Use this article

**New***Memorandums of Policy*

PSIN	Edition Date	Title	Org.	USPS Source
MOP FI-06-13-2007	6/07	Policy Memo — Statistical Programs Letter #5, FY2007	FIN	IWEB

*Posters*

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
POS 63	5/07	Postal Service Policy on Reporting Requirements for Sex Offenders	8 1/2 x 11	N/A	N/A	ERM	IWEB	N/A

to keep Publication 223 current. Information on how to order directives and forms is available in chapter 1 of Publication 223.

Publication 223 is available electronically at [www.usps.com/cpim/ftp/pubs/pub223.pdf](http://www.usps.com/cpim/ftp/pubs/pub223.pdf).

## Forms

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 181-NTC	5/07	5/07	Research Questionnaire – Rated Applications	N/A	TC	SH	ERM	HQO	N/A
PS 3700-1	5/07	5/07	Postage Statement – International Mail	7530-09-000-9940	PO	SH	MKT	MDCIWB	WWW
PS 3700-3	5/07	5/07	Postage Statement – International Mail (International Surface Air Lift/International Air Mail Priority)	7530-09-000-9941	PO	SH	MKT	MDCIWB	WWW
PS 3700-5	5/07	5/07	Postage Statement – International Mail (Priority/Global International – Permit Imprint)	7530-09-000-9942	PO	SH	MKT	MDCIWB	WWW
PS 3700-7	5/07	5/07	International Mail – Global Direct – Canada Admail – Permit Imprint	7530-09-000-9943	PO	SH	MKT	MDCIWB	WWW
PS 3700-9	5/07	5/07	Postage Statement – International Mail (Global Bulk Economy Mail)	7530-09-000-9944	PO	SH	MKT	MDCIWB	WWW

## Revised

## Notices

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
NOT 3-A	5/07	Letter-Size Mail Dimensional Standards Template	13 x 8	7610-03-000-9053	EA	P&C	MDC	MDC
NOT 123	7/07	Ratefold	8 1/2 x 11	7610-03-000-9257	EA	P&C	MDCIWB	P/F

## Posters

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
POS 123-L	5/07	Postal Rates and Fees	24 x 36	7690-03-000-4150	EA	P&C	MDC	MDC
POS 123-S	5/07	Postal Rates and Fees	14 x 21	7690-03-000-4151	EA	P&C	MDC	MDC

## Publications

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 205		6/07	Electronic Verification System Business and Technical Guide	N/A	DMM	MKT	IWEB	WWW
PUB 300-A		6/07	U.S. Postal Service Guide to Preventing Mail Fraud	7610-04-000-6949	ISM	IS	MDCIWB	MDCIWB
PUB 370		5/07	Extra Services	7610-04-000-5602	DMM 503	PD	MDCIWB	P/F
PUB 431		5/07	Post Office Box Service and Caller Service Fee Groups	7610-05-000-4246	DMM 508	PD	IWEB	N/A
PUB 611		4/07	Time-Saving Ways to Buy Stamps & Send Packages (Alternate Access Brochure)	7610-07-000-5405	POM 1	D&R	MDCIWB	P/F

## Signs

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source
SGN 39	5/07	United States Mail (for leased vehicles)	22 x 4	7690-03-000-3947	EA	D&R	MDC
SGN 328	5/07	US & International Shipping Menuboard w/o GXG – Large Hook & Cord	34 1/2 x 23 5/8	7690-07-000-0012	EA	CS	MDC
SGN 329	5/07	US & International Shipping Menuboard w/o GXG – Small Hook & Cord	25 3/8 x 17 1/2	7690-07-000-0013	EA	CS	MDC
SGN 330	5/07	US & International Shipping Menuboard w/o GXG – Large Sustaining	34 1/2 x 23 5/8	7690-07-000-0014	EA	CS	MDC

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source
SGN 331	5/07	US & International Shipping Menuboard w/o GXG – Small Sustaining	25 3/8 x 17 1/2	7690-07-000-0015	EA	CS	MDC
SGN 332	5/07	US & International Shipping Menuboard w/o GXG – Backlit	34 1/2 x 23 5/8	7690-07-000-0016	EA	CS	MDC
SGN 334	5/07	US & International Shipping Menuboard w/GXG – Large Hook & Cord	34 1/2 x 23 5/8	7690-07-000-0018	EA	CS	MDC
SGN 335	5/07	US & International Shipping Menuboard w/GXG – Small Hook & Cord	25 3/8 x 17 1/2	7690-07-000-0019	EA	CS	MDC
SGN 336	5/07	US & International Shipping Menuboard w/GXG – Large Sustaining	34 1/2 x 23 5/8	7690-07-000-0020	EA	CS	MDC
SGN 337	5/07	US & International Shipping Menuboard w/GXG – Small Sustaining	25 3/8 x 17 1/2	7690-07-000-0021	EA	CS	MDC
SGN 338	5/07	US & International Shipping Menuboard w/GXG – Backlit	34 1/2 x 23 5/8	7690-07-000-0022	EA	CS	MDC
SGN 340	5/07	US Shipping Menuboard – Half-Size Backlit	15 7/8 x 23 5/8	7690-07-000-0024	EA	CS	MDC
SGN 341	5/07	International Shipping Menuboard w/o GXG – Half-Size Backlit Right	15 7/8 x 23 5/8	7690-07-000-0025	EA	CS	MDC
SGN 342	5/07	International Shipping Menuboard w/GXG – Half-Size Backlit Right	15 7/8 x 23 5/8	7690-07-000-0026	EA	CS	MDC
SGN 343	5/07	Bilingual – US & International Shipping Menuboard w/o GXG – Large Hook & Cord	34 1/2 x 23 5/8	7690-08-000-3463	EA	CS	MDC
SGN 344	5/07	Bilingual – US & International Shipping Menuboard w/o GXG – Small Hook & Cord	25 3/8 x 17 1/2	7690-08-000-3464	EA	CS	MDC
SGN 345	5/07	Bilingual – US & International Shipping Menuboard w/o GXG – Large Sustaining	34 1/2 x 23 5/8	7690-08-000-3465	EA	CS	MDC
SGN 346	5/07	Bilingual – US & International Shipping Menuboard w/o GXG – Small Sustaining	25 3/8 x 17 1/2	7690-08-000-3466	EA	CS	MDC
SGN 347	5/07	Bilingual – US & International Shipping Menuboard w/o GXG – Backlit	34 1/2 x 23 5/8	7690-08-000-3467	EA	CS	MDC
SGN 349	5/07	Bilingual – US & International Shipping Menuboard w/GXG – Large Hook & Cord	34 1/2 x 23 5/8	7690-08-000-3469	EA	CS	MDC
SGN 350	5/07	Bilingual – US & International Shipping Menuboard w/GXG – Small Hook & Cord	25 3/8 x 17 1/2	7690-08-000-3470	EA	CS	MDC
SGN 351	5/07	Bilingual – US & International Shipping Menuboard w/GXG – Large Sustaining	34 1/2 x 23 5/8	7690-08-000-3471	EA	CS	MDC
SGN 352	5/07	Bilingual – US & International Shipping Menuboard w/GXG – Small Sustaining	25 3/8 x 17 1/2	7690-08-000-3472	EA	CS	MDC
SGN 353	5/07	Bilingual – US & International Shipping Menuboard w/GXG – Backlit	34 1/2 x 23 5/8	7690-08-000-3473	EA	CS	MDC
SGN 355	5/07	Extra Services Menuboard – Large Hook & Cord	34 1/2 x 23 5/8	7690-07-000-0027	EA	CS	MDC
SGN 356	5/07	Extra Services Menuboard – Small Hook & Cord	25 3/8 x 17 1/2	7690-07-000-0028	EA	CS	MDC
SGN 357	5/07	Extra Services Menuboard – Large Sustaining	34 1/2 x 23 5/8	7690-07-000-0029	EA	CS	MDC
SGN 358	5/07	Extra Services Menuboard – Small Sustaining	25 3/8 x 17 1/2	7690-07-000-0030	EA	CS	MDC
SGN 359	5/07	Extra Services Menuboard – Backlit	34 1/2 x 23 5/8	7690-07-000-0031	EA	CS	MDC
SGN 361	5/07	Bilingual – Extra Services Menuboard – Large Hook & Cord	34 1/2 x 23 5/8	7690-08-000-3475	EA	CS	MDC
SGN 362	5/07	Bilingual – Extra Services Menuboard – Small Hook & Cord	25 3/8 x 17 1/2	7690-08-000-3476	EA	CS	MDC
SGN 363	5/07	Bilingual – Extra Services Menuboard – Large Sustaining	34 1/2 x 23 5/8	7690-08-000-3477	EA	CS	MDC
SGN 364	5/07	Bilingual – Extra Services Menuboard – Small Sustaining	25 3/8 x 17 1/2	7690-08-000-3478	EA	CS	MDC
SGN 365	5/07	Bilingual – Extra Services Menuboard – Backlit	34 1/2 x 23 5/8	7690-08-000-3479	EA	CS	MDC

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source
SGN 367	5/07	ReadyPost Menuboard — Large Hook & Cord	34 1/2 x 23 5/8	7690-07-000-0033	EA	CS	MDC
SGN 368	5/07	ReadyPost Menuboard — Small Hook & Cord	25 3/8 x 17 1/2	7690-07-000-0034	EA	CS	MDC
SGN 369	5/07	ReadyPost Menuboard — Large Sustaining	34 1/2 x 23 5/8	7690-07-000-0035	EA	CS	MDC
SGN 370	5/07	ReadyPost Menuboard — Small Sustaining	25 3/8 x 17 1/2	7690-07-000-0036	EA	CS	MDC
SGN 371	5/07	ReadyPost Menuboard — Backlit	34 1/2 x 23 5/8	7690-07-000-0037	EA	CS	MDC
SGN 373	5/07	ReadyPost Menuboard — Half-Size Backlit Left	15 7/8 x 23 5/8	7690-07-000-0039	EA	CS	MDC
SGN 374	5/07	ReadyPost Menuboard — Half-Size Backlit Right	15 7/8 x 23 5/8	7690-07-000-0040	EA	CS	MDC
SGN 375	5/07	Bilingual — ReadyPost Menuboard — Large Hook & Cord	34 1/2 x 23 5/8	7690-08-000-3481	EA	CS	MDC
SGN 376	5/07	Bilingual — ReadyPost Menuboard — Small Hook & Cord	25 3/8 x 17 1/2	7690-08-000-3482	EA	CS	MDC
SGN 377	5/07	Bilingual — ReadyPost Menuboard — Large Sustaining	34 1/2 x 23 5/8	7690-08-000-3483	EA	CS	MDC
SGN 378	5/07	Bilingual — ReadyPost Menuboard — Small Sustaining	25 3/8 x 17 1/2	7690-08-000-3484	EA	CS	MDC
SGN 379	5/07	Bilingual — ReadyPost Menuboard — Backlit	34 1/2 x 23 5/8	7690-08-000-3485	EA	CS	MDC
SGN 381	5/07	Stamps & Other Services Menuboard — w/Passport & Passport Photos — Large Hook & Cord	34 1/2 x 23 5/8	7690-07-000-0041	EA	CS	MDC
SGN 382	5/07	Stamps & Other Services Menuboard — w/Passport & Passport Photos — Small Hook & Cord	25 3/8 x 17 1/2	7690-07-000-0042	EA	CS	MDC
SGN 383	5/07	Stamps & Other Services Menuboard — w/Passport & Passport Photos — Large Sustaining	34 1/2 x 23 5/8	7690-07-000-0043	EA	CS	MDC
SGN 384	5/07	Stamps & Other Services Menuboard — w/Passport & Passport Photos — Small Sustaining	25 3/8 x 17 1/2	7690-07-000-0044	EA	CS	MDC
SGN 385	5/07	Stamps & Other Services Menuboard — w/Passport & Passport Photos — Backlit	34 1/2 x 23 5/8	7690-07-000-0045	EA	CS	MDC
SGN 387	5/07	Stamps & Other Services Menuboard — w/Passport, Passport Photos & DineroSeguro — Large Hook & Cord	34 1/2 x 23 5/8	7690-08-000-3508	EA	CS	MDC
SGN 388	5/07	Stamps & Other Services Menuboard — w/Passport, Passport Photos & DineroSeguro — Small Hook & Cord	25 3/8 x 17 1/2	7690-08-000-3511	EA	CS	MDC
SGN 389	5/07	Stamps & Other Services Menuboard — w/Passport, Passport Photos & DineroSeguro — Large Sustaining	34 1/2 x 23 5/8	7690-08-000-3512	EA	CS	MDC
SGN 390	5/07	Stamps & Other Services Menuboard — w/Passport, Passport Photos & DineroSeguro — Small Sustaining	25 3/8 x 17 1/2	7690-08-000-3513	EA	CS	MDC
SGN 391	5/07	Stamps & Other Services Menuboard — w/Passport, Passport Photos & DineroSeguro — Backlit	34 1/2 x 23 5/8	7690-08-000-3514	EA	CS	MDC
SGN 393	5/07	Stamps & Other Services Menuboard — w/o Passport or Passport Photos or DineroSeguro — Large Hook & Cord	34 1/2 x 23 5/8	7690-07-000-0053	EA	CS	MDC
SGN 394	5/07	Stamps & Other Services Menuboard — w/o Passport or Passport Photos or DineroSeguro — Small Hook & Cord	25 3/8 x 17 1/2	7690-07-000-0054	EA	CS	MDC
SGN 395	5/07	Stamps & Other Services Menuboard — w/o Passport or Passport Photos or DineroSeguro — Large Sustaining	34 1/2 x 23 5/8	7690-07-000-0055	EA	CS	MDC
SGN 396	5/07	Stamps & Other Services Menuboard — w/o Passport or Passport Photos or DineroSeguro — Small Sustaining	25 3/8 x 17 1/2	7690-07-000-0056	EA	CS	MDC

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source
SGN 397	5/07	Stamps & Other Services Menuboard – w/o Passport or Passport Photos or DineroSeguro – Backlit	34 1/2 x 23 5/8	7690-07-000-0057	EA	CS	MDC
SGN 399	5/07	Bilingual – Stamps & Other Services Menuboard – w/Passport & Passport Photos – Large Hook & Cord	34 1/2 x 23 5/8	7690-08-000-3487	EA	CS	MDC
SGN 400	5/07	Bilingual – Stamps & Other Services Menuboard – w/Passport & Passport Photos – Small Hook & Cord	25 3/8 x 17 1/2	7690-08-000-3488	EA	CS	MDC
SGN 401	5/07	Bilingual – Stamps & Other Services Menuboard – w/Passport & Passport Photos – Large Sustaining	34 1/2 x 23 5/8	7690-08-000-3489	EA	CS	MDC
SGN 402	5/07	Bilingual – Stamps & Other Services Menuboard – w/Passport & Passport Photos – Small Sustaining	25 3/8 x 17 1/2	7690-08-000-3490	EA	CS	MDC
SGN 403	5/07	Bilingual – Stamps & Other Services Menuboard – w/Passport & Passport Photos – Backlit	34 1/2 x 23 5/8	7690-08-000-3491	EA	CS	MDC
SGN 405	5/07	Bilingual – Stamps & Other Services Menuboard – w/Passport, Passport Photos & DineroSeguro – Large Hook & Cord	34 1/2 x 23 5/8	7690-08-000-3493	EA	CS	MDC
SGN 406	5/07	Bilingual – Stamps & Other Services Menuboard – w/Passport, Passport Photos & DineroSeguro – Small Hook & Cord	25 3/8 x 17 1/2	7690-08-000-3494	EA	CS	MDC
SGN 407	5/07	Bilingual – Stamps & Other Services Menuboard – w/Passport, Passport Photos & DineroSeguro – Large Sustaining	34 1/2 x 23 5/8	7690-08-000-3495	EA	CS	MDC
SGN 408	5/07	Bilingual – Stamps & Other Services Menuboard – w/Passport, Passport Photos & DineroSeguro – Small Sustaining	25 3/8 x 17 1/2	7690-08-000-3496	EA	CS	MDC
SGN 409	5/07	Bilingual – Stamps & Other Services Menuboard – w/Passport, Passport Photos & DineroSeguro – Backlit	34 1/2 x 23 5/8	7690-08-000-3497	EA	CS	MDC
SGN 411	5/07	Bilingual – Stamps & Other Services Menuboard – w/o Passport or Passport Photos or DineroSeguro – Large Hook & Cord	34 1/2 x 23 5/8	7690-08-000-3499	EA	CS	MDC
SGN 412	5/07	Bilingual – Stamps & Other Services Menuboard – w/o Passport or Passport Photos or DineroSeguro – Small Hook & Cord	25 3/8 x 17 1/2	7690-08-000-3500	EA	CS	MDC
SGN 413	5/07	Bilingual – Stamps & Other Services Menuboard – w/o Passport or Passport Photos or DineroSeguro – Large Sustaining	34 1/2 x 23 5/8	7690-08-000-3501	EA	CS	MDC
SGN 414	5/07	Bilingual – Stamps & Other Services Menuboard – w/o Passport or Passport Photos or DineroSeguro – Small Sustaining	25 3/8 x 17 1/2	7690-08-000-3502	EA	CS	MDC
SGN 415	5/07	Bilingual – Stamps & Other Services Menuboard – w/o Passport or Passport Photos or DineroSeguro – Backlit	34 1/2 x 23 5/8	7690-08-000-3503	EA	CS	MDC
SGN 427	5/07	Extra Services Writing Table Decal	39 3/8 x 5 1/2	7690-07-000-0059	EA	CS	MDC
SGN 428	5/07	Bilingual – Extra Services Writing Table Decal	39 3/8 x 6 1/2	7690-08-000-3509	EA	CS	MDC
SGN 429	5/07	Stamps & Other Services Menuboard – w/o Passport but with DineroSeguro – Large Hook & Cord	34 1/2 x 23 5/8	7690-08-000-3516	EA	CS	MDC
SGN 430	5/07	Stamps & Other Services Menuboard – w/o Passport but with DineroSeguro – Small Hook & Cord	25 3/8 x 17 1/2	7690-08-000-3517	EA	CS	MDC

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source
SGN 431	5/07	Stamps & Other Services Menuboard – w/o Passport but with DineroSeguro – Large Sustaining	34 1/2 x 23 5/8	7690-08-000-3518	EA	CS	MDC
SGN 432	5/07	Stamps & Other Services Menuboard – w/o Passport but with DineroSeguro – Small Sustaining	25 3/8 x 17 1/2	7690-08-000-3519	EA	CS	MDC
SGN 433	5/07	Stamps & Other Services Menuboard – w/o Passport but with DineroSeguro – Backlit	34 1/2 x 23 5/8	7690-08-000-3520	EA	CS	MDC
SGN 435	5/07	Bilingual – Stamps & Other Services Menuboard – w/o Passport but with DineroSeguro – Large Hook & Cord	34 1/2 x 23 5/8	7690-08-000-3522	EA	CS	MDC
SGN 436	5/07	Bilingual – Stamps & Other Services Menuboard – w/o Passport but with DineroSeguro – Small Hook & Cord	25 3/8 x 17 1/2	7690-08-000-3523	EA	CS	MDC
SGN 437	5/07	Bilingual – Stamps & Other Services Menuboard – w/o Passport but with DineroSeguro – Large Sustaining	34 1/2 x 23 5/8	7690-08-000-3524	EA	CS	MDC
SGN 438	5/07	Bilingual – Stamps & Other Services Menuboard – w/o Passport but with DineroSeguro – Small Sustaining	25 3/8 x 17 1/2	7690-08-000-3525	EA	CS	MDC
SGN 439	5/07	Bilingual – Stamps & Other Services Menuboard – w/o Passport but with DineroSeguro – Backlit	34 1/2 x 23 5/8	7690-08-000-3526	EA	CS	MDC

## Forms

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 17	5/07	5/07	Stamp Requisition/Stamp Return	7530-03-000-9112	PO	SH	FIN	MDCIWB	N/A
PS 1094	5/07	5/07	Request for Post Office Box Key or Lock Services	7530-02-000-7345	PO	SH	D&R	MDCIWB	N/A
PS 3315	7/06	6/06	Cancellation Services Workorder	7530-03-000-0883	STF	EA	GR	PHL	N/A
PS 3602-R1	5/07	5/07	Postage Statement – Standard Mail	7530-07-000-6209	PO	SH	MKT	MDCIWB	WWW
PS 3615	4/07	4/07	Mailing Permit Application and Customer Profile	7530-03-000-6048	PO	SH	CS	MDCIWB	WWW
PS 3806	5/07	5/07	Receipt for Registered Mail	7530-02-000-9051	PO	SE	PD	MDC	PO
PS 5006	4/07	1/02	DineroSeguro Payment Order Application	7530-03-000-8649	PU	SH	MKT	MDC	P/F
PS 5550	7/07	7/07	Express Mail Service Manifest System Application	N/A	PU	SH	MKT	IWEB	WWW
PS 6166	5/07	5/07	STC Contractual Noncompliance	N/A	PS	SH	NOM	IWEB	N/A
PS 6387	5/07	5/07	Rural Money Order Transaction Application	7530-02-000-9535	PO	SH	FIN	MDCIWB	RC
PS 6805	6/07	6/07	Qualified Business Reply Mail (QBRM) Application and Application Approval	7530-04-000-6400	PO	SH	BMA	MDCIWB	WWW
PS 8126	6/07	6/07	Consolidated Originating RPW Test	7530-02-000-7256	PS	PD	FIN	MDCIWB	N/A
PS 8163	5/07	5/07	Request for Fiscal Year Expense Accrual	7530-03-000-1139	PS	SH	FIN	MDCIWB	N/A

## Obsolete

## Notices

PSIN	Edition Date	Title	Replaced By
NOT 422	1/92	MPQC Training Guide	N/A

Forms

PSIN	Edition Date	Oldest Usable Date	Title	Replaced By
PS 3540-S	1/06	1/06	Postage Statement — Extra Services	N/A
PS 3650	1/06	1/06	Postage Statement — International Surface Air Lift	PS 3700
PS 3651-LP	1/06	1/06	Postage Statement — International Letter-post Permit Imprint	PS 3700
PS 3651-M	1/06	1/06	Postage Statement — International M-Bag — Permit Imprint	PS 3700
PS 3651-PP	1/06	1/06	Postage Statement — International Parcel Post — Permit Imprint	PS 3700
PS 3652	11/04	11/04	Postage Statement — International Priority Airmail	PS 3700
PS 3653	1/06	1/06	Postage Statement — Global Priority Mail — Permit Imprint	PS 3700
PS 3656	6/00	6/00	Postage Statement — Global Direct Canada Admail — Permit Imprint	PS 3700
PS 3657	7/00	6/00	Postage Statement for Global Direct — Canada Publications Mail	PS 3700

— Information Policies and Procedures, Public Affairs and Communications, 8-2-07

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

Effective August 2, 2007, Publication 431, *Post Office Box Service and Caller Service Fee Groups*, is revised with the changes noted below.

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

\* \* \* \* \*

[Revise the fee group for the following ZIP Code™ to read as follows:]

ZIP Code	Fee Group
42324	5

[Remove the entries for the following ZIP Codes:]

ZIP Code
02101
02102
02103
02104
02105
02106
02107
02207
02208
02209
02216
02239
02295
32955
33044
33122
34996
37227
37241
37244
48950
49039
49069
49428
49502

ZIP Code
49546
49555
49599
49790
50266
50321
50322
52219
52252
52402
52404
52407
59341
82071
82229
82335
82938

\* \* \* \* \*

We will incorporate these revisions into the online version of Publication 431, which is available on the Postal Service™ PolicyNet Web site:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click on *References*.
- Click on *PUBs*.

(The direct URL for the Postal Service PolicyNet Web site is <http://blue.usps.gov/cpim>.)

— Value Added and Special Services, Product Development, 8-2-07

## Forms

### Revised PS Form 1093, Application for Post Office Box or Caller Service

Effective August 1, 2007, all offices must use revised PS Form 1093, *Application for Post Office Box or Caller Service*, dated July 2007. The July 2007 edition of this form replaces the November 2006 edition. All previous editions of PS Form 1093 are obsolete and must be discarded.

#### Summary of Changes

The changes to PS Form 1093 are as follows:

The *Change of Address* section is revised to allow the box customer or other persons listed on the PS Form 1093 for a Residential Group E Post Office™ box to file an individual change-of-address order.

Section 4a is revised to switch the order and expand the types of use from *Personal Use* and *Business Use* to *Organization/Business Use* and *Residential/Personal Use*, and to change the section from *Optional* to *Required*.

#### Viewing PS Form 1093 Online

PS Form 1093 is available on the Postal Service™ PolicyNet Web site:

- Go to <http://blue.usps.gov>.
- Click on *Forms*.

(The direct URL for the Forms Web site is <http://blue.usps.gov/formmgmt/forms.htm>.)

#### Ordering PS Form 1093

Post Offices may order PS Form 1093 from the Material Distribution Center using Touch Tone Order entry (TTOE). Call 800-273-1509.

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

Use the following information to order the July 2007 edition of PS Form 1093:

<b>PSIN:</b>	PS 1093
<b>PSN:</b>	7530-02-000-7165
<b>Unit of Measure:</b>	EA
<b>Quick Pick Number:</b>	112
<b>Price:</b>	\$0.0300
<b>Edition Date:</b>	July 2007

— Consumer Advocate and Retail Operations,  
Delivery and Retail, 8-2-07

**DID YOU KNOW?**

In 2006, customers printed more than 30 million Click-N-Ship labels.

\*USPS Postal Facts 2007

# Pull-Out Information

## Fraud

### Domestic Orders

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

State, City ZIP Code	Names and Addresses Covered	Product
MI, Anchoress 48004-0141	Anthony Mangiapane d/b/a United States Environmental Protection Waste Agency (U.S.E.P.W.A), P.O. Box 141	False billing scheme
MI, White Cloud 49349-0632	Anthony Mangiapane d/b/a United States Environmental Protection Waste Agency (U.S.E.P.W.A), P.O. Box 632	False billing scheme

— Judicial Officer, 8-2-07

### 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
CA, Rodeo 94572-2034	Any and all names except Brenda J. Bryant and Kevin Walker, 791 Windward Drive
GU, Santa Rita 96915-1717	Any and all names except Benedict Cruz, Melissa Quitugua, Darius Quitugua, Melody Cruz and Constance O. Cruz, 135 J Kindo Avenue
MA, Greenfield 01302-0073	Any and all of various names other than the surname Gladstone, P.O. Box 73
MA, Erving 01344-0095	Any and all of various names other than the surname Gladstone, P.O. Box 95
MA, Erving 01344-0171	Any and all of various names other than the surname Gladstone, P.O. Box 171
MA, Millers Falls 01349-0008	Any and all of various names other than the surname Gladstone, P.O. Box 8
MA, Northfield 01360-1017	Any and all of various names other than the business name Mankowski Performance Center and the surname Mankowski, 41 Main Street

— Judicial Officer, 8-2-07

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## Purchase MONEY ORDERS while you're here



usps.com

## 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 Agreement make up the Corporate Account Number.

<b>005007</b>	018158	067034	088331	105628	117592	146018	244003	322348	339054	432467	481145	605610
005009	018312	068049	088490	106344	117632	146070	249101	322406	340367	432674	481179	606495
005011	018385	068181	090057	108330	117634	146750	251210	322426	344087	432689	481570	607323
005030	018499	068544	091643	108422	117662	151016	255048	322431	344143	432854	481721	608468
005042	018539	069151	092756	108492	117664	151181	277013	322439	349870	432931	482196	611105
005043	018561	069186	092958	111407	117671	151196	292556	322543	350041	432939	485340	611203
005050	018569	069372	093273	112828	117675	152586	292616	322549	352322	432946	<b>502006</b>	613136
005067	018720	069967	093534	113186	117681	152686	292661	322559	352509	432969	511004	617100
005071	018740	070034	093548	113368	117693	152795	294276	322564	352688	432974	516440	617163
005074	018913	070068	094597	115011	117699	152837	295140	322573	352710	432988	520035	617170
005123	018950	070092	095761	115015	117719	152908	295167	322579	352760	436297	531727	617187
005145	019323	070973	097044	115082	117720	152965	295222	322654	352801	436452	531797	618139
005151	019451	071068	097507	115090	117743	153053	295433	322702	352822	440055	531846	630011
005196	019644	071511	097630	115095	117762	153069	296218	322989	354101	441037	532981	630018
005201	019775	071609	097679	115225	117880	154017	296397	323557	356001	441087	532987	630022
005302	019812	075469	097697	115414	118037	154042	296503	323628	358068	447171	537421	631236
005511	019907	076013	097839	115934	118041	156061	296506	323651	358275	449033	545018	641068
005533	019969	076112	097982	117007	118490	191249	296522	323655	358325	454725	546130	641919
005635	020272	076226	098109	117013	118555	191993	296533	326017	359027	454808	551060	652425
005669	021022	076315	098275	117018	118687	192613	<b>300007</b>	326288	359048	454817	551076	658164
005705	021979	076794	098549	117020	118883	192746	300129	328016	361065	456037	551078	658201
005837	022372	076932	098674	117024	119011	192904	300680	328446	361114	460135	551153	666800
005947	022892	077322	098809	117058	119037	193567	301304	328746	361216	460147	551176	672001
006255	022908	077352	098930	117070	119101	193575	301327	330141	361288	460157	551345	676615
007320	023147	077609	<b>100075</b>	117098	119205	193683	301468	330326	361345	460159	551367	680077
008463	023661	077652	100144	117122	119248	197002	301469	330382	361348	460160	551811	<b>701017</b>
008502	025314	077784	100165	117128	119273	197138	301470	330463	362031	461101	551886	711654
008514	025486	078876	100272	117138	119276	198003	301476	330519	363030	461123	551930	726014
008612	026515	078902	100433	117148	119319	198049	301484	330595	370040	462028	553009	730190
009241	027881	079094	100602	117152	119323	198054	301515	330706	372433	462095	553849	730352
009278	028131	079118	100727	117171	119394	198241	301530	331226	372619	462182	554200	730735
009478	028998	080052	100775	117183	119405	198259	301971	331652	372713	462293	570002	731114
009483	030535	080080	101413	117194	119429	199033	302121	332518	378119	462310	571058	731319
009822	030549	080115	101948	117205	119437	199065	302267	332769	378143	462373	571122	740274
009868	038617	080179	102711	117217	119442	<b>207879</b>	302800	333000	379289	462649	<b>600021</b>	741533
010473	038663	080196	103027	117218	119447	210028	302913	333218	379542	462654	600073	741613
011298	040132	080202	103243	117219	119454	210029	305533	333284	381202	462863	600218	741645
011389	040359	080236	103301	117224	119473	210601	305892	333525	381308	462978	600238	741680
011394	044001	080258	103412	117240	119491	210621	306175	334062	393113	464032	600365	741691
012196	047198	080270	103413	117247	119497	220283	306244	334086	<b>400052</b>	464037	600416	749151
013107	054312	080431	103429	117253	119504	220294	306504	334196	402316	464141	600472	751080
015248	055075	080474	103468	117255	119549	220301	306525	335341	402608	465030	600750	752062
015369	055092	080549	103470	117279	119560	220359	311350	336138	402979	465141	601025	752079
015390	055121	080569	103484	117299	119572	221417	312199	336189	404200	466560	601064	754011
015510	055122	080591	103928	117301	119591	221438	314175	336194	423008	466570	601082	756001
015547	057120	080631	103988	117341	119593	221447	317151	336337	424023	468322	601240	757076
015723	060110	080704	104087	117344	119606	223033	320148	336769	424040	469167	601241	757568
015731	061375	085008	104625	117404	119612	223041	320208	337074	430050	473084	601285	760022
016079	061716	085075	105003	117449	119651	223377	322031	337201	430138	474015	601942	761481
018088	063430	085100	105035	117463	124141	231027	322058	337251	430165	479093	602778	761845
018126	065167	085483	105038	117495	125112	235157	322061	338049	431045	480013	603005	762018
018131	065313	085497	105106	117516	127009	235556	322112	338146	431066	480030	603198	763070
018138	065665	085820	105356	117567	127096	235574	322152	338244	432429	480455	604675	770013
018151	066435	088078	105570	117588	142484	240545	322188	338280	432432	480550	605154	770056

770625	799125	853888	900299	902894	913135	922159	932747	946446	951014	968277	968529	970938
770907	799168	853901	900404	902895	913443	922175	932786	946537	951257	968290	968543	970957
771165	<b>800483</b>	853915	900406	902982	913581	924094	936100	947233	951551	968313	968561	973318
771484	801691	856512	900408	903001	914439	924570	937774	947251	951803	968324	968598	980038
771971	802195	871530	900521	903036	915034	926075	940190	947252	951906	968374	968603	980891
772227	802242	875002	900606	903080	915322	926129	940230	948443	952329	968375	968605	982115
772716	804205	891213	902607	903145	915589	926157	941277	948561	954710	968395	968623	982357
774051	804227	891249	902609	903662	917553	926336	941387	948607	958214	968401	968642	982375
775059	805024	891419	902630	903697	918197	926410	941542	948738	958881	968407	968907	983094
775274	805595	891823	902635	904237	918457	926423	941664	948764	958992	968465	969048	995352
775383	811054	891879	902642	904771	920011	926963	941758	949212	967081	968472	969055	995458
778024	833180	891965	902656	906970	920015	927252	941764	949587	967305	968481	969141	995474
787126	836439	895046	902672	907052	920047	927327	941782	950010	967311	968505	970298	997082
791019	850544	<b>900011</b>	902852	907569	921022	927351	941842	950035	968175	968506	970813	998505
797018	852799	900049	902858	907818	921258	928695	945268	950911	968179	968519	970827	999327
799026	853350	900255	902889	907822	921958	931954	945367	950919	968182	968521	970870	

— Product Information Requirements, Product Development, 8-2-07

### 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	1999	044 087 3457	to	3499	088 404 5584	to	5699	389 887 9234	to	9299
011 582 1889	to	1899	044 087 4000	to	4099	089 358 2248	to	2257	<b>390 001 3182</b>	<b>to</b>	<b>3199</b>
011 588 2900	to	3099	045 524 4121	to	4298	<b>093 106 9346</b>	<b>to</b>	<b>9355</b>	390 001 3500	to	3699
012 579 5675	to	5699	046 800 9870	to	9899	093 203 0500	to	0599	390 545 5974	to	5999
013 289 6176	to	6199	047 352 4000	to	4099	093 684 3630	to	3699	391 104 6146	to	6199
013 610 0014	to	0099	048 383 7650	to	7659	094 081 5074	to	5099	391 574 1466	to	1499
014 932 1000	to	1099	048 396 3647	to	3699	094 580 7062	to	7099	391 783 3020	to	3599
014 972 0800	to	0899	<b>051 142 0755</b>	<b>to</b>	<b>0799</b>	094 639 4200	to	4299	391 792 6100	to	6199
015 363 0065	to	0099	051 774 8857	to	8899	095 354 6864	to	6899	392 668 2956	to	2999
017 028 3200	to	3299	051 781 2875	to	2885	097 224 1350	to	1599	392 854 8500	to	8899
018 569 5333	to	5399	051 977 7010	to	7023	<b>100 160 3800</b>	<b>to</b>	<b>3899</b>	393 584 7566	to	7699
018 986 5264	to	5299	052 058 7115	to	7199	104 876 8937	to	8999	393 650 0074	to	0099
019 518 2814	to	2899	057 670 0563	to	0599	<b>210 221 0548</b>	<b>to</b>	<b>0599</b>	393 838 8316	to	8499
<b>020 698 5159</b>	<b>to</b>	<b>5199</b>	058 187 3836	to	3899	<b>227 275 9400</b>	<b>to</b>	<b>9999</b>	393 893 6007	to	6099
020 844 7307	to	7399	058 591 1153	to	1299	<b>273 070 8059</b>	<b>to</b>	<b>8099</b>	394 126 6907	to	6999
020 972 8948	to	8999	058 895 3746	to	3799	273 775 7700	to	7899	394 189 0405	to	0599
022 021 9110	to	9181	059 986 0814	to	0899	<b>302 000 0000</b>	<b>to</b>	<b>9999</b>	394 822 3243	to	3278
022 037 1411	to	1499	<b>060 406 7650</b>	<b>to</b>	<b>7699</b>	<b>349 746 2056</b>	<b>to</b>	<b>2099</b>	394 990 1810	to	1899
022 527 9201	to	9210	063 491 8122	to	8199	<b>350 518 7350</b>	<b>to</b>	<b>7374</b>	395 343 3264	to	3299
023 637 7169	to	7199	063 916 9968	to	9999	<b>360 011 1690</b>	<b>to</b>	<b>1699</b>	395 373 3035	to	3099
024 380 4100	to	4199	064 091 4500	to	4599	360 168 6008	to	6099	395 396 9649	to	9799
024 496 6870	to	6896	065 255 7909	to	7999	360 173 8800	to	8899	395 970 3240	to	3299
025 092 0987	to	0999	065 392 6345	to	6399	360 324 2326	to	2399	397 622 4054	to	4099
025 369 5535	to	5599	066 099 2014	to	2099	362 861 3064	to	3099	397 819 8902	to	8999
025 729 1151	to	1199	066 648 2880	to	2899	<b>373 006 2176</b>	<b>to</b>	<b>2199</b>	398 149 7200	to	7699
025 729 1643	to	1799	066 787 3639	to	3699	374 768 2600	to	2699	399 070 8872	to	0899
026 492 3180	to	3199	066 845 7500	to	9999	375 169 4400	to	4599	399 156 7119	to	7199
027 361 0430	to	0499	067 093 3869	to	3899	375 829 3400	to	3499	399 203 5064	to	5099
027 369 4482	to	4495	068 895 0334	to	0399	375 851 9100	to	9199	399 296 9910	to	9999
027 671 8762	to	8776	<b>070 724 4488</b>	<b>to</b>	<b>4499</b>	376 196 0911	to	0999	399 396 8935	to	8999
027 787 9886	to	9899	070 841 9181	to	9199	378 085 3679	to	3699	399 792 7775	to	7799
027 965 9487	to	9499	070 844 2546	to	2599	378 351 1063	to	1099	399 792 8300	to	8399
028 100 8069	to	8099	070 916 1340	to	1399	379 843 5100	to	5199	<b>400 427 1051</b>	<b>to</b>	<b>1999</b>
028 191 1852	to	1999	071 179 9800	to	9899	<b>380 093 9600</b>	<b>to</b>	<b>9699</b>	401 045 1505	to	1549
028 850 3000	to	3199	071 386 3682	to	3699	380 165 1165	to	1199	401 045 1571	to	1599
029 510 1500	to	1599	071 507 6840	to	6899	381 325 4500	to	4599	401 294 2700	to	2799
<b>030 687 0903</b>	<b>to</b>	<b>0999</b>	072 045 9641	to	9699	381 604 2510	to	2699	401 310 9505	to	9599
030 701 3442	to	3499	072 675 8287	to	8299	381 645 9525	to	9599	401 382 5312	to	5399
031 077 4507	to	4799	077 617 5481	to	5499	383 314 3968	to	3999	402 578 7876	to	7899
032 295 7500	to	9999	077 999 4001	to	4090	383 892 1000	to	1344	403 125 6744	to	6799
034 394 1000	to	1099	078 174 4475	to	4499	383 892 1382	to	1399	403 260 7000	to	7499
034 943 0400	to	0799	078 219 4931	to	4999	384 925 3641	to	3654	403 280 6470	to	6499
035 035 4337	to	4399	078 250 4756	to	4799	385 568 2331	to	2399	403 685 8600	to	8699
037 706 9578	to	9599	078 823 8312	to	8399	385 599 7554	to	7575	404 003 0300	to	0399
037 805 3677	to	3699	079 374 0300	to	2499	385 774 2024	to	2099	404 041 8838	to	8899
037 909 5490	to	5499	079 807 2342	to	2399	386 624 1412	to	1599	404 071 4268	to	4299
037 931 4660	to	4699	<b>082 721 0228</b>	<b>to</b>	<b>0254</b>	386 883 8936	to	8999	404 347 5356	to	5399
<b>040 024 3901</b>	<b>to</b>	<b>3999</b>	083 140 5000	to	7499	387 314 5574	to	5599	404 347 5548	to	5599
040 674 7100	to	7199	083 784 8886	to	8899	387 837 6300	to	6399	404 726 4500	to	4599
040 688 8816	to	8899	083 913 6915	to	6999	388 828 0656	to	0699	404 961 5001	to	5199
041 299 6752	to	6799	084 478 3920	to	3999	389 696 2400	to	2799	405 325 0188	to	0198
041 623 8889	to	8899	086 000 8271	to	8299	389 846 3104	to	3135	406 009 4587	to	4599
041 803 6565	to	6599	086 798 3840	to	3849	389 846 3145	to	3195	406 260 6830	to	6899
043 205 5922	to	5999	088 404 4472	to	4499	389 887 9211	to	9230	406 459 6641	to	6999

406 733 3000	to	3999	425 298 2352	to	2399	453 603 7841	to	7891	469 666 9900	to	9999
407 545 1557	to	1599	425 418 4269	to	4299	453 650 1140	to	1199	469 678 1900	to	1999
407 594 0412	to	0599	425 418 4405	to	4499	453 741 1300	to	1399	469 781 4900	to	4999
407 692 9100	to	9299	426 547 4566	to	4599	454 013 2919	to	2999	469 947 6960	to	6999
407 959 2190	to	2199	427 412 6337	to	6499	454 186 2411	to	2499	<b>470 755 5800</b>	<b>to</b>	<b>5818</b>
408 265 2275	to	2288	427 481 0900	to	0999	454 268 4883	to	4899	471 918 0300	to	0999
408 499 7700	to	7799	428 027 2742	to	2752	454 302 5400	to	5499	471 985 2408	to	2419
408 499 7900	to	7999	429 474 4172	to	4199	454 490 8300	to	8399	472 191 6700	to	6799
408 682 8484	to	8599	429 889 2900	to	2999	454 547 7434	to	7499	472 270 2555	to	2599
408 698 7015	to	7099	<b>430 150 4401</b>	<b>to</b>	<b>4599</b>	454 922 4867	to	4895	472 987 0213	to	0241
409 072 3941	to	3999	430 172 9800	to	9899	455 221 1348	to	1499	472 987 0290	to	0299
<b>410 491 2311</b>	<b>to</b>	<b>2399</b>	430 177 1900	to	2099	455 364 2147	to	2199	473 151 2069	to	2199
410 694 8400	to	8599	430 444 9500	to	9699	455 399 5400	to	5499	473 666 9138	to	9199
410 775 1500	to	1599	430 664 4070	to	4099	455 476 0676	to	0699	473 952 3429	to	3499
410 795 7927	to	7999	432 168 8419	to	8499	455 543 0618	to	0699	474 108 5402	to	5499
410 867 0917	to	0966	432 708 6800	to	6999	456 410 9006	to	9099	474 356 5193	to	5299
410 867 0970	to	0999	432 744 1544	to	1599	456 470 4146	to	4299	474 949 3366	to	3399
411 868 1023	to	1199	432 995 9775	to	9799	456 619 4460	to	4499	475 134 9362	to	9399
411 922 2322	to	2399	433 003 5800	to	5899	457 333 2686	to	2699	475 167 9667	to	9699
412 193 0900	to	0999	433 757 3047	to	3099	457 729 1767	to	1777	475 319 3415	to	3499
412 395 8599	to	8699	433 765 4003	to	4099	457 937 8615	to	8699	475 319 3649	to	3799
412 485 6500	to	6599	434 482 7060	to	7199	458 028 9810	to	9899	475 340 6400	to	6599
412 485 6610	to	6699	434 513 2386	to	2399	458 057 2712	to	2999	475 424 8410	to	8499
412 885 5953	to	5999	434 968 3076	to	3092	458 069 9537	to	9599	475 629 9156	to	9199
414 193 3608	to	3674	435 303 1831	to	1842	458 069 9665	to	9699	475 850 6101	to	6199
414 193 3677	to	3699	435 303 1986	to	1999	458 337 5222	to	5299	475 875 2500	to	2599
414 411 7348	to	7399	435 666 6092	to	6399	458 354 7653	to	7999	476 169 8264	to	8299
414 640 0757	to	0799	436 082 6400	to	6899	458 671 8678	to	8699	476 189 3000	to	3499
414 965 1727	to	1799	436 160 6441	to	6499	458 671 8721	to	8798	476 331 2480	to	2499
417 302 8104	to	8199	437 316 7115	to	7199	458 847 5044	to	5999	477 289 8601	to	8699
417 387 6532	to	6599	437 427 0500	to	3499	459 274 7624	to	7699	477 681 5206	to	5299
417 496 6800	to	6999	439 179 2300	to	2399	459 365 5432	to	5499	478 010 4243	to	4268
417 871 9250	to	9299	439 310 0458	to	0499	459 378 5764	to	5799	478 010 4270	to	4291
417 930 5933	to	9599	<b>440 698 1947</b>	<b>to</b>	<b>1999</b>	459 472 4816	to	4999	478 450 5071	to	5099
418 164 6500	to	6799	440 858 6300	to	6399	<b>460 349 6878</b>	<b>to</b>	<b>6899</b>	478 469 7838	to	7858
418 423 9863	to	9899	440 858 6420	to	7299	460 550 1909	to	1999	478 469 7883	to	7899
418 633 5922	to	5999	441 199 1655	to	1699	460 997 5234	to	5299	479 280 9800	to	9899
418 719 8520	to	8599	443 127 3648	to	3699	461 973 6443	to	6499	479 365 9116	to	9176
418 744 2235	to	2299	443 127 4000	to	4099	462 152 0107	to	0299	479 412 9900	to	9999
418 962 2848	to	2899	443 673 7900	to	7999	462 274 1072	to	1099	479 667 6190	to	6199
419 543 0286	to	0299	443 800 9335	to	9399	462 277 8373	to	8399	479 748 9680	to	9699
419 730 0300	to	0399	444 382 8822	to	8899	462 554 6051	to	6099	479 860 7000	to	7199
<b>420 277 0015</b>	<b>to</b>	<b>0049</b>	444 390 1667	to	1699	463 011 5529	to	5540	<b>480 526 2000</b>	<b>to</b>	<b>2099</b>
420 599 0734	to	0798	444 457 3854	to	3899	463 176 4115	to	4199	480 640 6330	to	6399
420 661 4115	to	4199	<b>450 048 4173</b>	<b>to</b>	<b>4199</b>	463 176 4229	to	4299	480 658 0568	to	0599
420 758 9500	to	9699	450 048 4442	to	4699	463 185 2600	to	2799	480 689 5100	to	5199
420 969 3951	to	3971	450 560 5173	to	5199	463 227 7711	to	7799	481 072 9463	to	9499
420 969 3973	to	3999	450 620 3077	to	3099	463 414 4869	to	4899	481 673 0074	to	0095
421 116 3565	to	3599	450 620 3135	to	3199	463 808 3484	to	3499	482 527 1500	to	1599
421 130 9300	to	9399	450 780 2716	to	2799	463 945 7400	to	7899	482 541 5255	to	5299
421 313 4500	to	4999	450 801 2700	to	2799	464 629 9000	to	9399	482 729 6800	to	6899
421 364 5537	to	5599	451 109 2967	to	2984	464 711 4332	to	4399	483 363 7207	to	7299
421 656 2609	to	2699	451 115 4110	to	4125	465 692 3963	to	3999	483 402 2356	to	2399
421 988 9700	to	9799	451 115 4127	to	4199	465 698 8300	to	8599	483 486 5100	to	5199
422 172 4667	to	4699	451 746 0700	to	0799	465 743 7745	to	7799	483 632 1521	to	1599
422 484 4212	to	4299	452 265 0074	to	0099	466 798 6056	to	6067	483 632 2600	to	2799
422 556 1270	to	1299	452 265 0246	to	0299	467 147 4300	to	4399	483 849 1615	to	1699
422 587 7024	to	7099	452 265 0335	to	0999	468 079 5782	to	5799	484 174 4803	to	5299
422 819 7533	to	7599	452 509 1169	to	1199	469 067 2817	to	2899	484 323 8900	to	9199
422 842 5073	to	5087	452 855 6471	to	6499	469 127 8000	to	8199	484 680 5000	to	5038
422 907 7563	to	7599	452 890 4679	to	4799	469 213 0359	to	0399	484 680 5040	to	5074
424 500 6050	to	6099	452 900 8215	to	8238	469 213 0500	to	0599	484 680 5077	to	5099
424 641 8500	to	8599	453 117 9146	to	9199	469 561 8011	to	8099	485 029 4913	to	4999
424 871 6600	to	6699	453 334 3631	to	3699	469 658 1961	to	1999	486 176 0600	to	0699

486 559 7555	to	7599	604 503 7776	to	7799	627 708 3605	to	3699	645 318 7240	to	7499
486 696 3023	to	3199	605 520 9037	to	9099	627 776 2500	to	2599	645 333 1766	to	1799
488 173 7900	to	7999	605 685 4010	to	4099	628 226 3100	to	3199	645 790 8632	to	8699
488 206 4100	to	4199	605 988 6467	to	6499	628 814 4702	to	4799	645 821 0657	to	0699
488 226 0200	to	0299	607 689 7951	to	7960	628 851 9689	to	9699	645 930 7948	to	7999
488 709 3906	to	3999	607 728 1276	to	1299	629 510 7200	to	7299	645 975 0737	to	0762
488 855 8359	to	8399	608 727 7100	to	7199	629 964 4200	to	4294	646 242 6200	to	6299
489 181 8963	to	8999	608 727 7273	to	7599	<b>630 389 3056</b>	<b>to</b>	<b>3071</b>	646 270 7639	to	7799
489 223 2000	to	2099	608 813 9950	to	9999	630 463 0588	to	0599	646 798 4000	to	4999
489 311 1930	to	1999	609 067 5325	to	5399	631 459 9117	to	9199	647 048 7035	to	7099
489 318 6200	to	6300	609 067 5488	to	5499	631 762 9325	to	9399	647 049 2900	to	2999
489 384 0027	to	0099	609 067 5600	to	5699	632 217 4933	to	4999	647 398 8300	to	8399
489 427 0658	to	0899	609 289 6123	to	6199	632 500 0000	to	640 3999	647 398 8481	to	8499
489 997 5252	to	5299	609 438 4400	to	4499	633 110 4165	to	4199	647 437 3000	to	4999
<b>490 669 5850</b>	<b>to</b>	<b>6099</b>	609 493 1100	to	1199	633 110 4303	to	4499	647 811 2188	to	2199
490 717 7080	to	7099	609 766 8091	to	8999	633 438 6429	to	6599	648 009 6057	to	6099
490 721 6000	to	6099	609 825 4100	to	4115	633 588 7173	to	7182	648 163 5300	to	5499
490 793 1500	to	2099	609 884 2981	to	2999	634 725 0700	to	0799	648 722 5283	to	5299
490 886 8171	to	8199	609 893 1000	to	1099	634 803 3239	to	3299	648 892 3164	to	3199
490 977 9221	to	9240	<b>610 092 3200</b>	<b>to</b>	<b>3299</b>	634 807 2474	to	2499	649 100 3989	to	3999
491 258 8100	to	9099	610 582 4200	to	4299	634 827 5900	to	5999	649 647 0370	to	0399
491 567 1376	to	1399	611 879 6939	to	6999	634 886 3428	to	3499	649 647 0522	to	0599
492 254 4800	to	4899	612 291 8013	to	8099	635 559 3449	to	3499	649 647 5237	to	5399
492 283 5100	to	5199	612 751 5171	to	5199	636 289 6214	to	6299	649 647 9100	to	9299
492 610 6813	to	6899	612 751 5226	to	5299	636 634 8007	to	8042	649 666 7800	to	8299
493 394 5568	to	5599	612 751 6083	to	6099	637 150 1200	to	1299	<b>650 114 7707</b>	<b>to</b>	<b>7719</b>
493 470 2562	to	2599	612 751 6268	to	6299	637 562 5828	to	5899	650 130 3400	to	3599
493 473 7700	to	7799	612 751 6572	to	6599	638 042 1647	to	1699	650 213 0406	to	0499
493 716 2153	to	2199	612 774 2111	to	2199	638 049 4984	to	4999	650 555 1749	to	1799
494 206 2972	to	2999	612 774 2254	to	2299	638 318 1115	to	1199	650 564 1900	to	1999
494 217 3446	to	3999	612 774 2500	to	2599	638 318 1453	to	1499	650 627 4212	to	4299
494 224 0500	to	0599	614 469 0979	to	0999	638 885 0000	to	0299	650 736 2043	to	2099
495 145 0600	to	0699	614 474 3000	to	3099	638 903 4362	to	4373	650 739 1540	to	1699
496 209 7425	to	7499	614 521 3490	to	3499	639 415 1929	to	1999	651 741 4415	to	4499
496 213 8728	to	8799	614 645 1800	to	1899	639 415 2019	to	2099	651 882 2800	to	2899
496 474 5226	to	5248	614 832 1100	to	2099	639 420 6200	to	6299	652 754 6317	to	6399
497 053 8517	to	8699	615 017 7505	to	7599	639 469 3517	to	3799	653 131 4945	to	4999
497 854 8673	to	8699	617 711 6609	to	6699	639 605 2143	to	2199	653 426 3300	to	3399
498 449 8888	to	8899	617 760 5266	to	5299	639 657 8600	to	8799	653 455 4874	to	4899
498 929 8285	to	8499	617 813 3601	to	3699	<b>640 289 7500</b>	<b>to</b>	<b>7599</b>	654 238 0000	to	0399
498 936 5310	to	5399	618 840 9200	to	9299	640 289 7700	to	7999	654 404 3065	to	3092
499 016 5425	to	5499	619 551 7229	to	7299	641 170 4420	to	4499	654 962 2900	to	3199
499 440 8575	to	8899	619 859 3000	to	3099	641 318 3133	to	3199	655 103 5081	to	5199
499 731 6717	to	6799	<b>620 073 9400</b>	<b>to</b>	<b>9499</b>	641 378 6500	to	6999	655 523 2600	to	2999
<b>500 064 1858</b>	<b>to</b>	<b>1869</b>	621 614 7907	to	7930	641 383 8739	to	8799	656 305 2448	to	2499
500 070 5725	to	7799	621 614 7932	to	7999	641 877 3187	to	3299	657 347 4438	to	4999
<b>600 645 3223</b>	<b>to</b>	<b>3299</b>	621 648 8021	to	8199	641 877 3310	to	3399	657 710 8100	to	8999
601 339 1200	to	1399	621 648 8500	to	8599	642 355 8094	to	8199	657 780 0985	to	0999
601 653 5884	to	5899	621 904 8351	to	8599	642 355 8308	to	8999	658 586 1400	to	1499
601 661 7700	to	7799	621 916 1978	to	1989	642 900 0018	to	0099	658 877 8000	to	8199
601 682 5343	to	5399	622 989 8032	to	8099	643 030 6254	to	6299	658 880 8000	to	8199
601 928 1600	to	1699	623 076 9300	to	9399	644 066 0882	to	0899	659 398 7300	to	7399
602 512 2972	to	2999	623 819 5006	to	5099	644 069 0600	to	0699	659 706 8113	to	8199
602 555 2400	to	2799	623 895 8200	to	8399	644 077 7506	to	7699	659 846 7837	to	7899
602 829 7061	to	7099	623 917 0000	to	0099	644 085 8157	to	8199	<b>660 510 4100</b>	<b>to</b>	<b>4199</b>
603 483 9572	to	9599	623 917 0200	to	0299	644 112 9839	to	9899	660 673 0400	to	0599
603 490 7200	to	7299	624 468 5288	to	5299	644 373 9083	to	9099	661 488 5000	to	5099
603 678 7100	to	7199	624 665 3162	to	3198	644 380 1460	to	1499	661 609 9100	to	9199
603 678 7662	to	7699	625 088 6735	to	6799	644 733 4715	to	4799	661 716 9420	to	9499
603 678 7902	to	7999	625 916 9500	to	9799	644 900 9712	to	9799	661 906 6522	to	6599
603 678 8418	to	8499	625 968 8956	to	8999	644 901 0109	to	1299	662 021 8332	to	8399
603 678 8700	to	9999	627 005 3938	to	3999	644 901 1325	to	1399	662 068 0700	to	0899
604 086 0880	to	0899	627 384 3907	to	4099	644 923 6800	to	7799	662 553 0774	to	0799
604 349 1414	to	1499	627 496 7549	to	7599	644 932 4655	to	4699	663 078 7034	to	7099

663 763 5300	to	5399	688 314 3107	to	3191	702 846 6331	to	6399	842 898 5582	to	5599
663 883 7039	to	7499	<b>690 291 1361</b>	<b>to</b>	<b>1371</b>	702 848 3900	to	3999	843 062 7100	to	7199
663 938 9200	to	9299	690 788 2877	to	2899	702 857 7302	to	7499	843 077 6288	to	6299
664 253 8000	to	8499	690 893 5344	to	5399	702 878 0114	to	0199	843 077 6378	to	6399
664 656 3055	to	3099	690 893 5512	to	5599	703 364 1707	to	1799	843 758 5769	to	5778
665 174 6400	to	6499	690 904 1300	to	1599	<b>740 002 7710</b>	<b>to</b>	<b>7719</b>	843 786 2554	to	2699
665 274 8208	to	8299	690 941 6000	to	6199	740 241 9049	to	9099	845 656 8165	to	8199
665 669 5400	to	5499	691 313 6383	to	6399	740 255 1718	to	1799	845 727 2100	to	2199
666 132 8226	to	8299	691 313 6600	to	6699	740 374 7416	to	7499	845 746 2618	to	2635
666 696 2209	to	2299	691 582 8003	to	8099	740 470 2420	to	2443	846 390 7531	to	7599
666 696 2309	to	2399	691 664 1800	to	1999	740 523 7432	to	7449	846 918 0572	to	0599
667 032 9300	to	9399	691 664 2400	to	2499	740 535 1555	to	1580	847 237 7690	to	7699
667 729 5529	to	5599	692 727 9362	to	9399	740 684 0620	to	0800	847 284 2481	to	2499
668 383 8400	to	8699	692 798 1800	to	1899	740 701 6105	to	6114	847 374 7055	to	7065
<b>670 368 3400</b>	<b>to</b>	<b>3499</b>	693 249 0779	to	0799	740 705 9790	to	9799	847 374 7055	to	7065
670 369 7336	to	7399	693 249 0877	to	1699	740 726 6400	to	6500	847 636 5304	to	5399
670 750 7169	to	7199	693 445 0566	to	0999	740 765 3306	to	3399	847 700 5447	to	5499
671 046 6200	to	6399	693 448 8500	to	8999	740 774 8434	to	8499	847 723 7500	to	7599
671 251 5448	to	5499	693 645 9583	to	9599	740 786 1885	to	1899	849 485 3427	to	3499
671 926 5600	to	5799	693 965 4200	to	4299	740 790 5989	to	5999	849 520 9850	to	9899
672 444 2000	to	2999	695 741 2906	to	2999	740 917 7490	to	7499	849 608 1357	to	1399
672 828 3410	to	3499	695 947 8518	to	8599	<b>805 885 8411</b>	<b>to</b>	<b>8499</b>	849 792 2600	to	2699
673 167 5776	to	5799	696 662 8247	to	8299	806 087 1100	to	1499	<b>850 546 1862</b>	<b>to</b>	<b>1899</b>
675 464 3700	to	3799	697 447 8285	to	8296	806 268 9275	to	9299	851 143 6826	to	6844
675 464 4000	to	4199	698 042 4816	to	4899	806 534 3400	to	3477	851 209 9880	to	9899
676 365 5958	to	5999	698 131 2138	to	2157	807 342 3283	to	3399	851 928 9221	to	9299
676 669 1024	to	1099	698 227 0000	to	0099	808 086 7100	to	7199	852 589 6560	to	6599
677 126 6734	to	6799	<b>700 065 2570</b>	<b>to</b>	<b>2599</b>	808 090 3440	to	3499	853 049 3646	to	3699
677 333 9979	to	9999	700 065 4800	to	4899	808 325 5161	to	5699	854 304 4089	to	4999
677 466 1088	to	1099	700 190 3350	to	3359	808 784 8000	to	8299	854 529 2200	to	2299
678 071 4500	to	4799	700 228 6048	to	6099	<b>830 125 0672</b>	<b>to</b>	<b>0699</b>	854 532 0000	to	2999
678 096 7531	to	7599	700 650 0452	to	0499	830 602 5800	to	5999	855 001 6204	to	6249
679 909 2578	to	2599	700 666 1323	to	1349	830 610 3700	to	3799	855 319 9364	to	9399
<b>680 112 9565</b>	<b>to</b>	<b>9599</b>	700 786 9106	to	9142	830 983 3500	to	3599	855 361 3390	to	3399
680 244 0903	to	0999	700 859 0744	to	0758	830 983 3635	to	3699	856 226 0490	to	0499
680 412 6046	to	6099	701 028 6780	to	6899	831 354 1387	to	1399	856 656 5800	to	5999
680 761 6800	to	6899	701 213 3900	to	3999	831 815 8240	to	8299	856 752 0200	to	0299
681 677 0540	to	0699	701 267 2000	to	3999	832 525 3810	to	3899	857 111 1352	to	1399
682 070 1029	to	1099	701 335 7312	to	7399	833 159 1884	to	1899	857 279 3450	to	3499
682 956 6280	to	6299	701 369 2005	to	2050	833 456 2567	to	2599	857 843 4000	to	4099
682 956 6490	to	6599	701 499 2260	to	2299	833 566 3015	to	3071	858 124 7644	to	7699
682 956 6700	to	6799	701 503 2247	to	2299	834 130 5200	to	5299	858 756 3111	to	3299
682 965 1178	to	1199	701 541 2271	to	2299	834 316 5444	to	5499	859 063 8200	to	8699
682 965 1201	to	1299	701 553 6557	to	6599	834 354 8747	to	8766	859 190 0600	to	0644
683 118 2389	to	2399	701 578 7460	to	7469	834 354 8824	to	8838	859 437 5538	to	5599
683 378 2000	to	2099	701 578 7475	to	7499	835 269 5700	to	5799	859 811 2888	to	2899
683 378 2117	to	2299	701 601 3457	to	3499	835 496 7303	to	7399	859 855 8873	to	8999
683 415 1200	to	1499	701 605 5913	to	5999	835 539 5200	to	5999	<b>860 240 8520</b>	<b>to</b>	<b>8599</b>
683 444 8159	to	8199	701 695 3982	to	3999	835 813 3015	to	3099	860 275 3900	to	3999
685 154 7780	to	7789	701 695 4148	to	4199	837 672 8967	to	8999	860 518 9629	to	9699
685 297 7645	to	7699	701 695 4227	to	4299	837 784 3282	to	3299	860 600 0021	to	0999
685 623 5264	to	5299	701 708 1741	to	1799	838 176 8377	to	8399	861 158 2350	to	2599
685 650 9487	to	9499	701 736 3966	to	3999	838 518 1257	to	1299	861 367 5400	to	5499
685 669 4200	to	4299	701 838 2800	to	2899	839 718 8257	to	8299	861 637 6010	to	6099
685 757 8452	to	8499	701 941 0600	to	0699	<b>840 323 0600</b>	<b>to</b>	<b>0699</b>	861 979 7292	to	7499
686 071 2694	to	2799	702 171 1603	to	1699	840 875 6235	to	6299	862 216 6100	to	6199
686 176 3333	to	3354	702 195 5109	to	5199	840 910 0900	to	0999	862 263 9213	to	9299
686 372 3200	to	3299	702 254 9300	to	9399	841 349 5000	to	5099	862 271 0800	to	0999
686 644 5879	to	5899	702 264 7569	to	7599	841 805 7747	to	7899	862 271 5000	to	5099
686 899 1371	to	1399	702 519 0513	to	0524	841 805 7944	to	8099	863 871 5138	to	5199
686 931 7636	to	7699	702 713 1800	to	1809	842 226 0685	to	0695	863 949 5300	to	5399
687 601 0973	to	0999	702 821 5730	to	5799	842 685 4600	to	4699	864 088 8200	to	8299
687 614 6774	to	6799	702 821 5805	to	5899	842 685 4742	to	4999	864 426 3972	to	3999
688 120 9000	to	9999	702 844 6975	to	6994	842 860 0300	to	0399	864 520 6117	to	6136

865 151 0526	to	0599	902 985 0833	to	0899	911 509 9310	to	9399	920 857 5500	to	5899
865 500 4034	to	4099	903 370 6934	to	6999	911 523 3000	to	3999	920 864 3480	to	3499
865 883 6082	to	6099	904 600 6523	to	6599	912 057 9922	to	9999	920 963 4567	to	4599
866 004 3000	to	3999	904 892 0378	to	0399	912 882 0563	to	0899	921 333 7400	to	7499
866 442 4100	to	4899	904 892 0648	to	1299	913 605 2218	to	2299	921 477 3762	to	3799
867 366 9108	to	9118	905 056 2216	to	2299	913 709 2429	to	2499	922 278 1048	to	1399
867 633 7403	to	7499	905 510 6647	to	6799	913 818 3501	to	3999	922 280 2019	to	2099
867 737 5623	to	5699	905 510 6900	to	7099	914 063 4300	to	4399	922 280 2233	to	2299
868 169 4529	to	4599	905 794 0000	to	0199	914 346 7621	to	7644	922 773 0459	to	0499
868 173 8400	to	8599	905 794 0288	to	0299	914 453 1366	to	1399	923 032 7000	to	7399
868 514 9000	to	9099	905 873 6900	to	6999	914 529 6185	to	6299	923 045 3630	to	3699
868 566 9200	to	9299	905 873 7100	to	7299	914 896 4658	to	4699	923 484 3600	to	3699
869 387 1150	to	1199	905 880 8900	to	8999	915 187 8774	to	8779	923 493 9403	to	9599
869 505 3500	to	3599	905 889 7100	to	7199	915 300 2783	to	2799	923 493 9681	to	9699
869 523 7033	to	7099	906 158 1508	to	1599	915 546 6822	to	6999	923 604 4424	to	4499
869 800 0000	to	999 9999	906 558 8812	to	8899	915 646 5183	to	5199	923 810 7800	to	8299
<b>870 054 4814</b>	<b>to</b>	<b>4899</b>	906 982 2214	to	2299	915 671 3963	to	3980	924 252 1200	to	1299
870 491 4812	to	4849	907 725 8500	to	8599	915 671 3982	to	3999	924 252 1400	to	1499
870 536 5820	to	5829	907 815 0216	to	0257	915 675 2217	to	2299	924 533 0711	to	0799
870 541 7167	to	7239	908 622 4225	to	4235	916 440 3377	to	3399	924 533 2343	to	2399
870 575 8155	to	8999	908 936 9254	to	9299	916 670 6352	to	6399	924 533 2428	to	2499
870 589 0485	to	0494	909 100 1787	to	1799	916 682 5300	to	5399	924 685 1957	to	1999
870 691 7060	to	7099	909 100 1900	to	2099	916 694 1414	to	1499	924 946 6300	to	6699
872 028 4850	to	4899	909 355 0422	to	0499	916 703 0802	to	0821	925 333 5900	to	6099
872 029 9306	to	9399	909 568 8900	to	9099	917 089 0709	to	0799	925 336 2300	to	2399
872 100 0445	to	0459	909 568 9300	to	9499	917 089 0842	to	0899	926 432 5907	to	5999
<b>900 556 4178</b>	<b>to</b>	<b>4199</b>	909 725 7307	to	7399	917 216 2928	to	2999	926 436 3600	to	3699
900 845 0044	to	0099	909 833 0947	to	0999	917 370 6300	to	6499	928 197 8100	to	8199
900 936 0217	to	0299	<b>910 219 8631</b>	<b>to</b>	<b>8699</b>	917 486 4900	to	4999	928 197 8283	to	8299
900 936 0435	to	0499	910 265 1100	to	1199	918 460 0602	to	0699	928 856 2059	to	2068
901 058 5255	to	5280	910 471 7273	to	7299	918 951 7231	to	7299	<b>930 219 1722</b>	<b>to</b>	<b>1799</b>
901 273 1082	to	1099	910 536 2505	to	2599	919 519 2786	to	2799	930 335 7810	to	7819
901 287 5143	to	5199	910 958 7499	to	7599	919 536 0770	to	0799	931 097 9259	to	9299
901 291 2789	to	2799	911 140 1000	to	2199	919 814 3095	to	3199	931 156 1502	to	1579
901 525 7122	to	7199	911 245 2545	to	2599	919 915 2774	to	2787	931 156 1600	to	1625
902 089 1253	to	1299	911 268 9077	to	9099	<b>920 155 4662</b>	<b>to</b>	<b>4687</b>	931 156 1671	to	1699
902 198 9769	to	9799	911 400 8948	to	8999	920 309 9039	to	9199	932 506 6400	to	6599
902 948 1269	to	1299	911 508 1620	to	1799	920 771 5321	to	5399			

— Mail Theft and Violent Crimes Group, Postal Inspection Service, 8-2-07

## 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.

719 869 731	to	9 760	728 702 338	to	2 400	734 950 111	to	0 170	742 408 771	to	8 830
<b>720 227 871</b>	<b>to</b>	<b>7 930</b>	728 915 371	to	5 850	735 120 331	to	0 840	742 512 120	to	2 150
720 227 949	to	7 960	728 953 141	to	3 410	735 283 008	to	3 020	742 684 849	to	4 890
720 368 543	to	8 570	728 954 280	to	4 310	735 293 131	to	3 220	742 839 553	to	9 630
720 392 151	to	2 570	729 169 081	to	9 140	735 635 010	to	5 040	742 913 668	to	3 700
720 556 491	to	6 640	729 363 841	to	3 870	735 783 961	to	3 990	742 917 287	to	7 296
720 558 621	to	8 650	729 682 891	to	3 190	735 803 401	to	3 430	742 921 891	to	1 980
720 575 361	to	5 570	729 838 940	to	9 070	736 005 420	to	5 440	742 983 631	to	3 810
720 590 152	to	0 179	729 839 101	to	9 130	736 366 021	to	6 110	743 020 021	to	0 170
721 638 331	to	9 170	<b>730 077 683</b>	<b>to</b>	<b>7 840</b>	736 624 456	to	4 500	743 206 491	to	6 500
721 815 391	to	5 420	730 109 847	to	9 880	736 670 851	to	1 060	743 235 992	to	6 050
721 969 713	to	9 740	730 373 761	to	3 850	736 767 061	to	7 090	743 940 631	to	0 900
722 072 137	to	2 160	730 501 951	to	2 130	736 767 093	to	7 120	743 978 011	to	8 070
722 378 265	to	8 280	730 519 379	to	9 470	736 982 191	to	2 370	744 234 751	to	4 780
722 413 990	to	4 004	730 569 278	to	9 360	736 982 551	to	2 730	744 499 591	to	9 680
722 764 948	to	4 980	730 711 711	to	1 740	737 110 141	to	0 170	744 626 901	to	6 910
722 825 840	to	5 889	730 722 991	to	3 230	737 185 501	to	5 710	745 388 794	to	8 910
723 153 841	to	3 850	730 845 970	to	5 990	737 317 321	to	7 350	746 446 806	to	6 820
723 237 616	to	7 630	730 888 291	to	8 320	737 517 781	to	7 840	746 818 351	to	8 410
723 331 081	to	1 110	730 927 591	to	7 680	737 628 181	to	8 210	747 245 266	to	5 280
723 496 443	to	6 470	731 307 914	to	7 930	737 634 258	to	4 270	747 364 813	to	4 830
723 967 291	to	7 320	731 402 431	to	2 460	738 361 971	to	1 980	747 501 434	to	1 450
724 655 196	to	5 340	731 407 232	to	7 320	738 447 601	to	7 660	747 739 891	to	0 070
724 711 441	to	1 500	731 588 301	to	8 340	738 648 355	to	8 450	748 148 649	to	8 760
724 711 538	to	1 560	731 767 273	to	7 320	738 849 811	to	9 900	748 259 960	to	9 970
724 793 221	to	3 250	731 781 061	to	1 120	738 892 270	to	2 290	748 565 162	to	5 280
724 908 109	to	8 120	731 837 821	to	7 910	738 997 259	to	7 380	748 874 988	to	5 030
724 937 461	to	7 670	731 841 377	to	1 450	739 161 451	to	1 540	749 137 381	to	7 410
725 163 118	to	3 151	732 018 481	to	8 600	739 219 381	to	9 440	749 190 192	to	0 210
725 202 735	to	2 750	732 067 972	to	8 370	739 740 151	to	0 180	749 685 421	to	5 450
725 398 591	to	8 800	732 188 649	to	8 670	739 793 491	to	3 520	749 846 791	to	6 850
725 464 591	to	4 920	732 193 460	to	3 470	739 793 527	to	3 550	749 993 131	to	3 580
725 475 321	to	5 330	732 201 241	to	1 390	739 942 621	to	2 650	<b>750 071 587</b>	<b>to</b>	<b>1 610</b>
725 711 057	to	1 070	732 220 431	to	0 440	739 999 231	to	9 320	750 408 167	to	8 183
725 738 581	to	8 730	732 355 201	to	5 380	<b>740 011 517</b>	<b>to</b>	<b>1 530</b>	750 438 421	to	8 501
725 981 311	to	1 430	732 472 320	to	2 560	740 030 701	to	0 970	750 743 911	to	4 030
725 987 835	to	7 880	732 541 605	to	1 620	740 261 740	to	1 820	750 779 118	to	9 400
726 060 811	to	0 900	732 572 221	to	2 490	740 265 811	to	6 290	750 910 981	to	1 010
726 391 970	to	2 520	732 586 479	to	6 710	740 299 111	to	9 170	750 960 841	to	0 900
726 484 771	to	4 800	732 994 037	to	4 080	740 299 231	to	9 260	751 296 211	to	6 240
726 493 351	to	5 300	733 163 449	to	3 460	740 329 266	to	9 320	751 539 121	to	9 180
726 504 031	to	4 063	733 297 171	to	7 290	740 889 081	to	9 090	751 541 311	to	1 790
726 504 070	to	4 090	733 446 631	to	7 110	741 010 421	to	0 530	751 757 641	to	7 700
726 504 331	to	4 390	733 474 665	to	4 770	741 113 041	to	3 370	751 936 951	to	7 010
726 563 701	to	4 060	733 704 482	to	4 570	741 373 891	to	4 340	751 951 861	to	1 890
726 599 371	to	9 460	733 751 041	to	1 130	741 452 369	to	2 490	751 999 021	to	9 110
726 626 356	to	6 370	734 009 101	to	9 130	741 492 991	to	3 140	752 139 516	to	9 570
727 182 271	to	2 510	734 290 759	to	0 770	741 553 460	to	3 470	752 182 892	to	2 950
727 416 181	to	6 240	734 389 273	to	9 290	741 764 431	to	4 520	752 206 861	to	7 100
727 481 431	to	1 460	734 440 031	to	0 111	742 178 834	to	8 880	752 295 241	to	5 600
727 749 241	to	9 780	734 797 201	to	7 320	742 325 500	to	5 520	752 731 351	to	1 410
728 382 331	to	2 480	734 939 611	to	9 640	742 325 668	to	5 700	752 767 441	to	7 470

753 008 941	to	9 030	763 155 160	to	5 180	773 231 311	to	1 340	801 349 801	to	9 830
753 194 311	to	4 370	763 178 631	to	8 660	773 348 739	to	8 940	801 676 681	to	7 100
753 620 378	to	0 400	763 506 001	to	6 060	773 348 739	to	8 940	802 967 821	to	7 940
754 013 917	to	3 940	763 522 141	to	2 470	773 575 891	to	5 950	803 217 601	to	7 780
754 161 061	to	1 120	763 717 694	to	7 800	773 852 971	to	3 030	803 729 731	to	9 850
754 358 445	to	8 610	763 826 461	to	6 520	775 373 449	to	3 460	803 747 402	to	7 520
754 410 451	to	0 660	763 900 460	to	0 471	<b>789 257 191</b>	<b>to</b>	<b>7 250</b>	804 138 181	to	8 420
754 438 393	to	8 410	763 900 479	to	0 530	<b>790 448 020</b>	<b>to</b>	<b>8 460</b>	804 682 411	to	2 710
754 493 109	to	3 130	763 917 271	to	7 750	790 597 485	to	7 530	805 272 525	to	2 540
754 664 182	to	4 220	764 125 801	to	5 860	790 911 883	to	1 900	805 523 445	to	3 460
754 816 377	to	6 470	764 284 525	to	4 560	791 057 441	to	7 550	805 745 704	to	5 730
755 487 421	to	7 600	764 526 241	to	6 330	791 239 081	to	9 290	806 452 907	to	2 980
755 592 901	to	3 140	764 601 421	to	1 600	791 374 483	to	4 500	806 744 781	to	4 850
755 790 020	to	0 030	764 650 231	to	0 470	791 387 971	to	8 030	806 982 181	to	2 300
755 791 730	to	1 800	764 984 371	to	4 850	791 447 521	to	7 850	807 764 791	to	4 910
755 926 951	to	7 070	765 003 667	to	3 680	791 451 151	to	1 240	808 089 931	to	9 960
755 934 332	to	4 510	765 042 517	to	2 540	791 500 009	to	0 470	808 656 423	to	6 450
755 957 701	to	8 000	765 194 728	to	4 970	791 771 431	to	1 490	808 753 771	to	3 800
755 962 981	to	3 280	765 387 365	to	7 450	792 004 293	to	4 320	809 189 001	to	9 010
756 035 371	to	5 490	765 541 801	to	2 100	792 018 379	to	8 420	809 886 879	to	6 930
756 301 257	to	1 290	765 638 461	to	8 970	792 070 621	to	0 740	809 890 489	to	0 500
756 371 565	to	1 580	765 647 101	to	7 190	792 145 211	to	5 230	<b>810 323 734</b>	<b>to</b>	<b>3 760</b>
756 876 031	to	6 120	765 813 781	to	4 029	792 391 381	to	1 620	810 367 116	to	7 140
756 876 151	to	6 240	765 879 314	to	9 390	792 452 779	to	2 790	810 526 351	to	6 500
756 970 129	to	0 140	765 954 001	to	4 030	792 772 728	to	2 770	810 806 911	to	6 940
757 059 613	to	9 630	766 120 286	to	0 320	792 903 511	to	3 990	810 807 211	to	7 240
757 078 540	to	8 560	766 125 716	to	5 750	793 282 518	to	2 533	811 423 021	to	3 110
757 086 209	to	6 240	766 158 824	to	8 840	794 041 831	to	2 040	811 517 221	to	7 239
757 240 591	to	0 650	766 388 433	to	8 460	794 397 709	to	7 780	811 721 101	to	1 130
757 277 371	to	7 700	766 509 421	to	9 660	794 581 741	to	2 040	812 025 721	to	5 900
757 291 591	to	2 730	766 572 901	to	3 020	794 592 122	to	2 150	812 093 073	to	3 130
757 964 251	to	4 280	766 748 500	to	8 521	795 032 251	to	2 340	812 100 821	to	0 840
758 067 001	to	7 090	767 024 341	to	4 370	795 796 291	to	6 350	812 465 251	to	5 610
758 105 221	to	5 250	767 326 471	to	6 590	796 070 139	to	0 160	812 918 341	to	8 670
758 324 941	to	5 000	767 332 561	to	2 950	796 143 151	to	3 630	812 918 701	to	8 760
758 593 628	to	3 650	768 009 841	to	9 960	796 159 725	to	9 740	813 050 491	to	0 520
758 709 038	to	9 060	768 011 489	to	1 520	796 169 306	to	9 340	813 073 171	to	3 200
758 744 101	to	4 160	768 177 980	to	7 990	796 373 406	to	3 430	813 398 476	to	8 550
758 850 883	to	0 900	768 391 081	to	1 170	796 602 961	to	3 050	813 713 971	to	4 000
758 860 951	to	1 550	768 661 569	to	1 650	796 708 441	to	8 500	814 789 330	to	9 349
759 152 851	to	2 880	769 000 051	to	0 080	796 886 281	to	6 430	814 984 656	to	4 680
759 740 941	to	1 090	769 050 841	to	0 900	796 901 701	to	2 000	815 016 020	to	6 030
<b>760 004 596</b>	<b>to</b>	<b>4 610</b>	769 159 081	to	9 178	796 975 466	to	5 590	815 199 410	to	9 420
760 118 191	to	8 250	769 737 496	to	7 510	797 272 917	to	2 950	815 240 491	to	0 520
760 155 001	to	5 090	769 778 491	to	8 730	797 519 441	to	9 460	815 755 591	to	5 620
760 378 002	to	8 020	769 827 331	to	7 450	797 519 731	to	0 240	815 755 622	to	5 650
760 692 722	to	2 749	<b>770 216 071</b>	<b>to</b>	<b>6 100</b>	797 535 181	to	5 330	815 806 381	to	6 680
761 055 460	to	5 480	770 723 281	to	3 400	798 040 053	to	0 080	816 126 834	to	6 870
761 169 781	to	9 810	770 790 451	to	0 480	798 055 813	to	5 830	816 156 721	to	6 780
761 504 941	to	5 120	770 915 150	to	5 490	798 055 891	to	5 950	816 580 903	to	0 920
761 516 836	to	6 910	771 455 551	to	5 610	798 326 371	to	6 520	816 945 571	to	5 600
761 613 588	to	3 600	771 609 661	to	9 690	798 339 167	to	9 210	817 253 011	to	3 280
761 688 631	to	8 690	771 932 551	to	2 580	798 562 411	to	2 440	817 763 881	to	4 060
761 805 199	to	5 240	772 057 224	to	7 440	798 632 461	to	2 490	818 330 562	to	0 610
761 826 106	to	6 120	772 162 660	to	3 070	798 807 151	to	7 510	818 459 641	to	9 670
761 881 171	to	1 560	772 718 615	to	8 640	798 944 761	to	5 030	818 926 273	to	6 320
761 975 641	to	5 670	772 940 140	to	0 160	799 118 616	to	8 640	818 950 351	to	0 380
761 975 886	to	5 895	772 970 886	to	0 940	799 133 191	to	3 220	818 962 492	to	2 530
762 304 144	to	4 170	773 009 419	to	9 430	799 177 626	to	7 650	819 032 341	to	2 730
762 324 931	to	4 960	773 112 031	to	2 060	799 854 751	to	5 200	819 127 054	to	7 080
762 439 261	to	9 290	773 125 387	to	5 410	<b>800 044 320</b>	<b>to</b>	<b>4 410</b>	819 278 540	to	8 670
762 524 158	to	4 220	773 179 320	to	9 410	800 211 901	to	2 440	819 544 681	to	4 740
762 584 872	to	4 970	773 202 989	to	3 140	800 427 530	to	7 540	819 928 441	to	8 650
762 593 431	to	3 460	773 208 991	to	9 290	800 872 741	to	2 830	<b>820 034 406</b>	<b>to</b>	<b>4 430</b>

820 070 761	to	1 540	820 274 856	to	4 880	821 172 241	to	2 360	821 903 731	to	3 910
820 191 342	to	1 360	820 600 171	to	0 230	821 229 743	to	9 780	825 472 171	to	2 200

— Mail Theft and Violent Crimes Group, Postal Inspection Service, 8-2-07



## Verifying U.S. Postal Service Money Orders

Follow these steps to cash a Postal Service™ money order:

1. Check that the amount does not exceed the legal limit: \$1,000 for domestic, and \$700 for international postal money orders.
2. Check that the proper security features are present:
  - When held to the light, a watermark of Benjamin Franklin is repeated from top to bottom on the left side.
  - When held to the light, a dark line (security thread) runs from top to bottom with the word “USPS” repeated.
  - There should be no discoloration around the dollar amounts, which might indicate the amounts were changes.

These appear in Postal Service Notice 299, *U.S. Postal Money Order Reference Card*, or online at <http://www.usps.com/missingmoneyorders/security.htm>.

3. If the money order seems suspicious, call the U.S. Postal Service Money Order Verification System at 866-459-7822.

Please provide this information to local banks and retailers, as they also receive Postal Service money orders for cashing.

— *Value Added and Special Services,  
Product Development, 8-2-07*

## 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	

— *Mail Theft and Violent Crimes Group,  
Postal Inspection Service, 8-2-07*

## 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.

— *Mail Theft and Violent Crimes Group,  
Postal Inspection Service, 8-2-07*

## Other Information

### 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, 0730-1600 ET.**

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

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

### Changes

APO/FPO	Action	Effective Date	See Restrictions
APO AE 09750	Activate	Immediately	A-B-B1-B2-C-C1-F-I-M-N-Q-R-R1-T-V-Z-Z1
APO AE 09751	Activate	Immediately	A1-B-B1-C-D-U-V
APO AP 96620	Close	Immediately	

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
09003	A1-B-B1-C-D-P-U-V	09094	A1-B-B1-C-D-F-F1	09180	A1-B-B1-C-D-U	09304	A-A1-B-B1-C1-E2-F-H1-M-R-V-Z1
09007	A1-B-B1-C-D-U	09095	A1-B-B1-C-D-U	09182	A1-B-B1-C-D-U	09305	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09009	A1-B-B1-C-D-U	09096	A1-B-B1-C-D-U	09183	A1-B-B1-C-D-U	09306	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1
09012	A1-B-B1-C-D-F-F1-U	09099	A1-B-B1-C-D-U	09185	A1-B-B1-C-D-U	09307	A1-B-B1-N-V-Z1
09013	A1-B-B1-C-D-F-F1-U-Z1	09100	A1-B-B1-C-D-U	09186	A1-B-B1-C-D-U	09308	A-A1-B-B1-C1-E2-F-H1-M-R-V-Z1
09014	A1-B-B1-C-D-U	09102	A1-B-B1-C-D-U	09201	A1-B-B1-C-C1-D-F-F1-H-M-R-R1-X-Y	09309	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09021	A1-B-B1-C-D-U	09103	A1-B-B1-D-U	09211	A1-B-B1-C-D-U	09312	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1
09028	A1-B-B1-C-D-U	09104	A1-B-B1-C-D-U	09212	A1-B-B1-C-D-U-V	09314	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09031	A1-B-B1-C-D-U	09107	A1-B-B1-C-D-U	09213	A1-B-B1-C-D-U	09315	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09033	A1-B-B1-C-D-U	09110	A1-B-B1-C-D-U	09214	A1-B-B1-C-D-U	09316	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1
09034	A1-B-B1-C-D-U	09112	A1-B-B1-C-D-U	09225	A1-B-B1-C-D-U	09317	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1
09036	A1-B-B1-C-D-U	09114	A1-B-B1-C-D-U	09226	A1-B-B1-C-D-U	09318	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09042	A1-B-B1-C-D-U	09123	A1-B-B1-C-D-U	09227	A1-B-B1-C-D-U	09320	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09045	A1-B-B1-C-D-U	09126	A1-B-B1-C-D	09229	A1-B-B1-C-D-U	09321	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09046	A1-B-B1-C-D-U	09128	A1-B-B1-C-D-U	09237	A1-B-B1-C-D-U-V	09322	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1
09053	A1-B-B1-C-D-U	09131	A1-B-B1-C-D-U	09244	A1-B-B1-C-D-U	09324	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1
09054	A1-B-B1-C-D-U	09136	A1-B-B1-C-D	09245	A1-B-B1-C-D-U	09327	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09056	A1-B-B1-C-D-U	09137	A1-B-B1-C-D-U	09250	A1-B-B1-C-D-U		
09058	A1-B-B1-C-D-U	09138	A1-B-B1-C-D-U	09252	A1-B-B1-C-D-U		
09059	A1-B-B1-C-D-U	09139	A1-B-B1-C-D-U	09261	A1-B-B1-C-D-U-V		
09060	A1-B-B1-C-D-U	09140	A1-B-B1-C-D-U	09262	A1-B-B1-C-D-U		
09063	A1-B-B1-C-D-L-U	09142	A1-B-B1-C-D-U	09263	A1-B-B1-C-D-U		
09067	A1-B-B1-C-D-U	09143	A1-B-B1-C-D-U	09264	A1-B-B1-C-D-U		
09069	A-A1-B-B1-C-D-U-V	09154	A1-B-B1-C-D-U	09265	A1-B-B1-C-D-N-U		
09074	A1-B-B1-C-D-U	09165	A1-B-B1-C-D-U	09266	A1-B-B1-C-D-U		
09076	A1-B-B1-C-D-U	09166	A1-B-B1-C-D-U	09267	A1-B-B1-C-D-U		
09080	A1-B-B1-C-D-U	09169	A1-B-B1-C-D-U	09301	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1		
09081	A1-B-B1-C-D-U	09172	A1-B-B1-C-D-U	09302	A-A1-B-B1-C-C1-E2-F-H-I-M-N-R-V-Z-Z1		
09086	A1-B-B1-C-D-U	09173	A1-B-B1-C-D-U				
09089	A1-B-B1-C-D-U	09175	A1-B-B1-C-D-U				
09090	A1-B-B1-C-D-U	09177	A1-B-B1-C-D-U				

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09330	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-U2-V-Z1	09556	A1-B-B1-V	09649	A1-B-B1-U
09331	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09381	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09557	A1-B-B1-V	09701	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1
09332	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09386	A-A1-B-B1-C1-E2-F-H1-M-R-V	09565	A1-B-B1-V	09702	A1-B-B1-C-C1-F1-M-R-R1-U
09333	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09387	A-A1-B-B1-C1-E2-F-H1-M-R-V	09566	A1-B-B1-V	09703	A1-B-B1-C-F1-U
09334	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09388	A-A1-B-B1-C1-E2-F-H1-M-R-V	09567	A1-B-B1-V-V1	09704	A1-B-B1-C-D-V
09336	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	09389	A-A1-B-B1-C1-E2-F-H1-M-R-V	09568	A1-B-B1-V	09705	A1-B-B1-U
09337	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09390	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09569	A1-B-B1-V	09706	A1-B-B1-C-N-U-V
09338	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09391	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09570	A1-B-B1-V	09707	A1-B-B1-C-N-U-V
09339	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	09573	A1-B-B1-V	09708	A1-B-B1
09340	A-A1-B-B1-C1-F-R-V	09396	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09574	A1-B-B1-V	09709	A1-B-B1-F1
09342	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09409	A1-B-B1-C-C1-U	09575	A1-B-B1-V-V1	09710	A1-B-B1-C-C1-F1-M-R-R1-U
09344	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z-Z1	09420	A1-B-B1-C-C1-U	09576	A1-B-B1-V	09711	A1-B-B1-F1-Z1
09346	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09421	A1-B-B1-C-C1-U	09577	A1-B-B1-V	09713	A1-B-B1-C-F1
09348	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09447	A1-B-B1-C-C1-U-V	09578	A1-B-B1-V	09714	A1-B-B1-C-C1-F1-M-R-R1-U
09350	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09454	A1-B-B1-C-C1-U-V	09579	A1-B-B1-V	09715	A1-B-B1-F1
09351	A-A1-B-B1-C1-E2-F-H1-M-R-V-Z1	09456	A1-B-B1-C-C1-H-H1-M-Z1	09581	A1-B-B1-V	09716	A1-B-B1-C-D-N-U-V
09353	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09459	A1-B-B1-C-C1-U	09582	A1-B-B1-V	09717	A1-B-B1-M-W
09354	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09461	A1-B-B1-C-C1-U	09586	A1-B-B1-V	09718	A1-B-B1-F-I-N-U-V
09355	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09463	A1-B-B1-C-C1-U	09587	A1-B-B1-V-V1	09719	A1-B-B1-C-F1-V
09356	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09464	A1-B-B1-C-C1-U	09588	A1-B-B1-V-V1	09720	A1-B-B1-U-V
09357	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09468	A1-B-B1-C-C1-U	09589	A1-B-B1-V-V1	09721	A1-B-B1-N-U-V-Z1
09358	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09469	A1-B-B1-C-C1-U	09590	A1-B-B1-V	09722	A-A1-B-B1-B2-C-C1-D-F-M-N-R-R1-V-Z-Z1
09359	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09470	A1-B-B1-C-C1-U	09591	A1-B-B1-V-V1	09723	A1-B-B1-N-U-V-Z1
09360	A1-B-B1-V	09494	A1-B-B1-C-C1-U	09593	A1-B-B1-V	09724	A1-B-B1-C-C1-F1-M-R-R1-U
09361	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09496	A1-B-B1-C-C1-U-V	09594	A1-B-B1-V-V1	09726	A1-B-B1-N-U-V
09363	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09498	A1-B-B1-C-C1-F-F1-F2-N-R-R1-T-U-V-Z1	09596	A1-B-B1-V	09727	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1
09365	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09499	A1-B-B1-C-C1-U	09599	A1-B-B1-V	09729	A1-B-B1-N-U-V
09366	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09501	A1-B-B1-V-V1	09601	A1-B-B1-C-F-F1-U	09730	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1
09367	A-A1-B-B1-C1-E2-F-H1-M-R-V	09502	A1-B-B1-V	09602	A1-B-B1-C-F-F1-N-U	09731	A-A1-B-B1-B2-C-C1-F-I-M-N-Q-R-R1-T-V-Z-Z1
09370	A-A1-B-B1-C1-E2-F-H1-M-R-V	09503	A1-B-B1-V	09603	A1-B-B1-C-F-F1-U	09732	A1-B-B1-N-V-Z1
09371	A-A1-B-B1-C1-E2-F-H1-M-R-V	09504	A1-B-B1-V-V1	09604	A1-B-B1-C-F-F1-U	09733	A1-B-B1-V
09375	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-V-Z1	09505	A1-B-B1-V-V1	09605	A1-B-B1-C-D-U-V	09734	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1
		09506	A1-B-B1-V-V1	09606	A1-B-B1-C-D-U-V	09735	A1-B-B1-N-V-Z1
		09507	A1-B-B1-V-V1	09609	A1-B-B1-C-F-U	09736	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1
		09508	A1-B-B1-V	09610	A1-B-B1-C-F-U	09737	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1
		09509	A1-B-B1-V	09612	A1-B-B1-C-F-U	09738	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1
		09510	A1-B-B1-V	09613	A1-B-B1-C-F-U-V	09739	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1
		09511	A1-B-B1-V	09617	A1-B-B1-C-F-U	09740	A-A1-B-B1-C1-E2-F-F1-M-Z1
		09517	A1-B-B1-V	09618	A1-B-B1-C-F-U		
		09524	A1-B-B1-V	09620	A1-B-B1-C-F-U		
		09532	A1-B-B1-V	09621	A1-B-B1-C-F-U		
		09534	A1-B-B1-V	09622	A1-B-B1-C-F-U		
		09543	A1-B-B1-V	09623	A1-B-B1-C-F-U		
		09545	A1-B-B1-V	09624	A1-B-B1-C-F-U		
		09549	A1-B-B1-V	09625	A1-B-B1-C-F-U		
		09550	A1-B-B1-V	09626	A1-B-B1-C-F-U		
		09554	A1-B-B1-V	09627	A1-B-B1-C-F-U		
				09630	A1-B-B1-C-F-U-V		
				09631	A1-B-B1-C-F-U		
				09636	A1-B-B1-C-F-U		
				09642	A1-B-B1-N-U		
				09643	A1-B-B1-U		
				09644	A1-B-B1-U		
				09645	A1-B-U		
				09647	A1-B-B1-N-U		
				09648	A1-B-B1-N-U-V-Z1		

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09741	A-A1-B-B1-C1-E2-F-F1-H1-M-N-Q-R-R1-T-V-W-Y-Z-Z1	09837	A1-B-B1-V-Z1	34095	A1-B-B1-V	96362	A1-B-B1-F-F1-F2-M-W
		09838	A1-B-B1-V-Z1	34098	A1-B-B1-V	96365	A1-B-B1-M-V-W
09742	A-A1-B-B1-B2-F-F1-I-M-N-Q-R-T-V-Z-Z1	09839	A-A1-B-B1-U-V-Z1	34099	A1-B-B1-V-V1	96367	A1-B-B1-L-M-W
		09840	A-A1-B-B1-V-Z1	96201	A-A1-B-B1	96368	A1-B-B1-M-W
09743	A-A1-B-B1-B2-C-C1-D-F-M-N-R-R1-V-Z-Z1	09841	A-A1-B-B1-U-Z1	96202	A-A1-B-B1-U	96370	A1-B-B1-F-F1-F2-M-W
		09842	A-A1-B-B1-Z1	96203	A-A1-B-B1	96372	A1-B-B1-M-W
09744	A-B-B1-B2-C-C1-F-I-M-N-Q-R-R1-T-V-Z-Z1	09844	A-A1-B-B1-C-F-N-U-V-Z1	96204	A-A1-B-B1	96373	A1-B-B1-M-W
		09852	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	96205	A-A1-B-B1-U	96374	A1-B-B1-M-W
09746	A-A1-B-B1-C-E1-N-V-Z-Z1			96206	A-A1-B-B1-U	96375	A1-B-B1-M-W
		09853	A1-B-B1-E2-F-H1-R-R1-U2-V-Z1	96207	A-A1-B-B1-V	96376	A1-B-B1-M-W
09747	A1-B-B1-F-J-N-U-V-Z1	09855	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	96212	A-A1-B-B1-U	96377	A1-B-B1-M-W
09749	A-A1-B-B1-F-I-N-R-R1-V-Z-Z1			96213	A-A1-B-B1-U	96378	A1-B-B1-M-W
		09858	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	96214	A-A1-B-B1-U	96379	A1-B-B1-M-W
<b>09750</b>	<b>A-B-B1-B2-C-C1-F-I-M-N-Q-R-R1-T-V-Z-Z1</b>	09865	A-A1-B-B1-V-Z1	96215	A-A1-B-B1-U-V	96384	A1-B-B1-M-W
<b>09751</b>	<b>A1-B-B1-C-D-U-V</b>	09868	A-A1-B-B1-U-V-Z1	96217	A-A1-B-B1-U-V	96386	A1-B-B1-M-W
09777	A-A1-B-B1-C-E1-N	09880	A-A1-B-B1-C1-E2-F-H1-R-R1-U-V-Z1	96218	A-A1-B-B1-U	96387	A1-B-B1-M-W
09780	A-A1-B-B1-F-N-R-V			96219	A-A1-B-B1-U-V	96388	A1-B-B1-M-W
09789	A-A1-B-B1-F-N-R-V	09890	A1-B-B1-E2-F-H1-N-R-R1-U2-V-Z1	96220	A-A1-B-B1-U-V	96401	A1-B-B1-F-N-V-Z1
09790	A-A1-B-B1-C1-F-R-V			96221	A-A1-B-B1-U-V	96426	A-A1-B-B1-C1-E2-F-H1-M-R-V
09801	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09892	A-A1-B-B1-E2-F-N-R-R1-V-Z1	96224	A-A1-B-B1-U		
				96257	A-A1-B-B1-U	96427	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1
09803	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	09898	A1-B-B1-E2-F-H1-I-N-R-R1-U2-V-Z1	96258	A-A1-B-B1-U		
				96259	A-A1-B-B1-U	96501	A-A1-B-B1-N-V
09804	A-A1-B-B1-F-V-Z1	34002	A1-B-B1-N-U-Z1	96260	A-A1-B-B1-U	96507	A-A1-B-B1-F-V
09806	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	34006	A-A1-B-B1-C1-F1-N-V-Z1	96262	A-A1-B-B1-U-V	96510	A1-B-B1-I-N-V
		34007	A-A1-B-B1-C1-F1-V-Z1	96264	A-A1-B-B1-U	96511	A1-B-B1-I-N-V
09807	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	34008	A-A1-B-B1-C1-F1-V-Z1	96266	A-A1-B-B1-U	96515	A1-B-B1-F
		34020	A1-B-B1-M-N-V-Z1	96267	A-A1-B-B1-U-V	96517	A1-B-B1-F-U3-V
09808	A-A1-B-B1-C1-E2-F-H1-M-R-V	34021	A1-B-B1-M-N-V-Z1	96269	A-A1-B-B1-U	96518	A1-B-B1-V
		34022	A1-B-B1-D-F-M-N-V-Z1	96271	A-A1-B-B1-U	96520	A1-B-B1-F-N-U3-V
09809	A1-B-B1-V-Z1	34023	A1-B-B1-M-N-V-Z1	96275	A-A1-B-B1-V	96521	A1-B-B1-F-N-U3
09811	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	34024	A1-B-B1-M-N-V-Z1	96276	A-A1-B-B1	96522	A1-B-B1-F-N-U
		34025	A1-B-B1-F-N-U-V-Z1	96278	A-A1-B-B1-U	96523	A1-B-B1-F-N-U
09812	A1-B-B1-E2-E3-F-F1-I-N-R-U-V-Z-Z1	34030	A1-B-B1-M-N-V-Z1	96283	A-A1-B-B1-U	96530	A-A1-B-B1-H-M-N-U-V
		34031	A1-B-B1-M-N-V-Z1	96284	A-A1-B-B1-U-V	96531	A-A1-B-B1-H-M-U-V
09814	A1-B-B1-E2-E3-F-F1-I-N-R-U-V-Z-Z1	34032	A1-B-M-N-V-Z1	96297	A-A1-B-B1-U	96534	A-A1-B-B1-F
		34033	A1-B-C-F-M-N-V-Z1	96306	A1-B-B1-F-F1-F2-M-W	96535	A-A1-B-B1-F-V
09815	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	34034	A1-B-B1-M-N-V-Z1	96309	A1-B-B1-M-V-W	96536	A1-B-B1-V
		34035	A1-B-B1-H-M-N-V-Z1	96310	A1-B-B1-M-W	96537	A1-B-B1-V
09817	A-A1-B-B1-B2-C1-E2-E3-F-F1-G-H-H1-I-M-N-Q-R-R1-T-V-Z-Z1	34036	A1-B-B1-M-N-U-V-Z1	96311	A1-B-B1-M-W	96538	A1-B-B1-V
		34037	A1-B-B1-C-F-H-I-M-N-V-Z-Z1	96313	A1-B-B1-F-F1-F2-M-W	96540	A1-B-B1-V
				96319	A1-B-B1-M-W	96541	A1-B-B1-V
09819	A-A1-B-F-P-V-Z1	34038	A1-B-B1-M-N-V-Z1	96321	A1-B-B1-F-F1-F2-M-W	96542	A1-B-B1-V
		34039	A1-B-N-V-Z1	96322	A1-B-B1-F-F1-F2-M-W	96543	A1-B-B1-P-V
09821	A-A1-B-F-V-Z1			96323	A1-B-B1-M-V-W	96544	A1-B-B1-F-N-U3-V
09822	A-A1-B-F-V-Z1	34041	A1-B-B1-M-N-U-V-Z1	96326	A1-B-B1-M-W	96546	A1-B-B1-F-U3
09823	A-A1-B-F-V-Z1	34042	A1-B-B1-D-F-M-N-V-Z1	96328	A1-B-B1-M-W	96548	A-A1-B-B1-H-M-U
09824	A-A1-B-F-V-Z1	34043	A1-B-B1-D-F-M-N-V-Z1	96330	A1-B-B1-M-W	96549	A-A1-B-B1-H-M-U
09825	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1	34050	A1-B-B1-V	96336	A1-B-B1-M-V-W	96550	A-A1-B-B1-H-M-U-V
		34055	A1-B-B1-N-V-Z1	96337	A1-B-B1-M-W	96551	A-A1-B-B1-H-M-U
09827	A-A1-B-B1-F-F1-V	34058	A1-B-B1-V-Z1	96338	A1-B-B1-M-W	96553	A-A1-B-B1-H-M-N-U-V
09828	A1-B-N-V-Z1	34076	A1-B-B1-F1-N-V-Z1	96339	A1-B-B1-M-V-W	96554	A-A1-B-B1-H-M-U
09830	A1-B-B1-C-N-V-Z1	34078	A1-B-B1-F1-N-V-Z1	96343	A1-B-B1-M-W	96555	A1-B-B1-F-M-V
09831	A1-B-B1-F-N-U-V-Z1	34079	A1-B-B1-F1-N-V-Z1	96347	A1-B-B1-F-F1-F2-M-W	96557	A1-B-B1-F-M-V
09832	A-A1-B-B1-U1-V-Z1	34090	A1-B-B1-V	96348	A1-B-B1-F-F1-F2-M-W	96562	A-A1-B-B1-B2-C-C1-D-E2-E3-F1-G-H-H1-I-M-N-R-R1-T-V-Z-Z1
09833	A1-B-B1-U1-V-Z1	34091	A1-B-B1-V	96349	A1-B-B1-F-F1-F2-M-W		
09834	A1-B-B1-V-Z1	34092	A1-B-B1-V-V1	96350	A1-B-B1-F-F1-F2-M-W	96595	A1-B-B1-V
09835	A-A1-B-B1-V-Z1	34093	A1-B-B1-V	96351	A1-B-B1-F-F1-F2-M-W	96598	A1-B-B1-N-V
09836	A-A1-B-B1-C-F-M-V-Z1						

<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>
96599	A1-B-B1-V	96614	A-A1-B-B1-C1-E2-F- H1-I-M-R-R1-U2-V-Z-Z1	96662	A1-B-B1-V	96678	A1-B-B1-V
96601	A1-B-B1-V			96663	A1-B-B1-V	96679	A1-B-B1-V
96602	A1-B-B1-V	96615	A-A1-B-B1-V	96664	A1-B-B1-V-V1	96681	A1-B-B1-V-V1
96603	A1-B-B1-V	96616	A-A1-B-B1-V-Z1	96665	A1-B-B1-V	96682	A1-B-B1-V-V1
96604	A1-B-B1-V	96617	A1-B-B1-V	96666	A1-B-B1-V-V1	96683	A1-B-B1-V-V1
96605	A1-B-B1-V-V1	96619	A1-B-B1-V	96667	A1-B-B1-V	96686	A1-B-B1-V-V1
96606	A1-B-B1-V	96621	A1-B-B1-V	96668	A1-B-B1-V-V1	96687	A1-B-B1-V-V1
96607	A1-B-B1-V	96622	A1-B-B1-V	96669	A1-B-B1-V-V1	96698	A1-B-B1-V-V1
96608	A1-B-B1-V	96624	A1-B-B1-V	96670	A1-B-B1-V-V1		
96609	A1-B-B1-V	96628	A1-B-B1-V	96671	A1-B-B1-V-V1		
96610	A1-B-B1-V	96634	A1-B-B1-V	96672	A1-B-B1-V		
96611	A1-B-B1-V	96643	A1-B-B1-V	96673	A1-B-B1-V-V1		
96612	A1-B-B1-V	96657	A1-B-B1-V	96674	A1-B-B1-V-V1		
96613	A-A1-B-B1-C1-E2-F- H1-I-M-R-R1-U2-V-Z-Z1	96660	A1-B-B1-V-V1	96675	A1-B-B1-V		
		96661	A1-B-B1-V-V1	96677	A1-B-B1-V-V1		

## 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 601.11.1.2c. 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 601.11.2 and ATF regulations; they do not require an ATF form.

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

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

**G.** Only 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	72" length and girth combined
42" . . . . .	.24" girth
over 42" to 44" . . . . .	over 44" to 46" . . . . .
over 44" to 46" . . . . .	over 46" to 48" . . . . .
over 46" to 48" . . . . .	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.** Delivery status information for Extra Services is not available on USPS.com.

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

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

**R.** All alcoholic beverages, including those mailable under DMM 601.8.0, 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.

**V1.** Delivery Confirmation service is not available.

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

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

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

**Z.** No outside pieces (OSPs).

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

— *International Network Operations,  
Network Operations Management, 8-2-07*

August 2007

## 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.



**Name:** Abby Blagg  
Age-progressed to 8 years  
Born: 3-21-95  
Date Missing: 11-13-01  
Missing From: Grand Junction,  
CO



**Name:** Daniel Cantrell  
Born: 6-21-92  
Date Missing: 2-16-06  
Missing From: Park Forest, IL



**Name:** Chloe Combe-Rivas  
Born: 7-8-03  
Date Missing: 3-15-06  
Missing From: Kansas City,  
MO



**Name:** Aluntae Lewis  
Born: 8-14-92  
Date Missing: 8-6-06  
Missing From: Chicago, IL



**Name:** Sandra Martinez  
Born: 12-23-92  
Date Missing: 7-16-06  
Missing From: Indianapolis, IN



**Name:** Kristopher Phillips  
Born: 5-28-92  
Date Missing: 10-4-06  
Missing From: Philadelphia, PA

**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

Post Offices, classified stations, branches, and contract postal units may display this poster at their option. If the poster is displayed, it should be placed on the community bulletin board located in the Post Office™ box lobby and not in the main retail (full service) lobby. Alternatively, Missing Children posters can be maintained in a binder behind the counter to be used as a reference guide. The posters also may be posted in a prominent location where letter carriers will be able to see them before or after they go out of their routes. Making this information available to letter carriers is consistent with the NALC/USPS Child Alert Program to facilitate identification of missing children.

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 periodically. Notification of newly reported missing children is sent to designated district “Missing Children” coordinators via e-mail addresses provided by district managers. Within 24 hours of receipt of an e-mailed Missing Children poster, district coordinators should distribute copies to all Postal Service™ facilities in their districts. Missing Children posters are to be displayed as noted above for 30 days unless notification is received (from NCMEC) to remove a particular poster sooner. The e-mail network is used to distribute posters and information in only the most urgent cases of missing 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 800-843-5678.

If you have any information, or for free prevention tips, please call 800-THE-LOST (800-843-5678).

August 2007

## 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.



**Name:** Desiree Serrano  
**Born:** 12-20-90  
**Date Missing:** 5-21-06  
**Missing From:** Central Nyack,  
NY



**Name:** Candice Shirley  
**Born:** 6-25-91  
**Date Missing:** 10-22-06  
**Missing From:** Pickens, SC



**Name:** Reachelle Smith  
**Born:** 9-10-02  
**Date Missing:** 5-17-06  
**Missing From:** Minot, ND



**Name:** Edmond Tillman  
**Born:** 11-19-91  
**Date Missing:** 8-10-05  
**Missing From:** Brooklyn, NY

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

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August 2007

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**Name:** Robert Trevino  
**Born:** 5-7-91  
**Date Missing:** 10-24-06  
**Missing From:** San Antonio, TX



**Name:** Maria Valdez  
**Born:** 9-6-92  
**Date Missing:** 6-15-06  
**Missing From:** Ogden, UT



**Name:** Kyanja Vanwey  
**Born:** 11-27-87  
**Date Missing:** 9-14-05  
**Missing From:** Des Moines, IA



**Name:** Nevaeh Ybarra  
**Born:** 9-17-03  
**Date Missing:** 5-15-05  
**Missing From:** Phoenix, AZ

**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

Post Offices, classified stations, branches, and contract postal units may display this poster at their option. If the poster is displayed, it should be placed on the community bulletin board located in the Post Office™ box lobby and not in the main retail (full service) lobby. Alternatively, Missing Children posters can be maintained in a binder behind the counter to be used as a reference guide. The posters also may be posted in a prominent location where letter carriers will be able to see them before or after they go out of their routes. Making this information available to letter carriers is consistent with the NALC/USPS Child Alert Program to facilitate identification of missing children.

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# Information Desk

## Address Management

### Post Office Changes

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old New	12-5489 12-5489	31297 31297	GA GA	Macon Macon	Bibb Bibb	Wilson Airport Wilson Airport	Community Post Office Detached PO Box Unit	07/12/2007	This announcement changes the type of Postal Service™ facility from a community Post Office™ to a detached Post Office box unit.
Old New	18-9351 18-9351	50706 50702	IA IA	Waterloo Waterloo	Black Hawk Black Hawk	Main Office Main Office	Post Office Post Office	08/04/2007	Realign ZIP Code™ boundaries. Use Waterloo IA 50702 as last line of address for the 412 deliveries previously in ZIP Code 50706.
Old New	18-7335 18-7335	50227 50227	IA IA	Popejoy Popejoy	Franklin Franklin	Main Office Main Office	Post Office Post Office	06/13/2007	This announcement expands the use of ZIP Code 50227 to include delivery.
Old New	18-6156 18-6156	52219 52219	IA IA	Monticello Monticello	Jones Jones	Main Office Main Office	Post Office Post Office	07/25/2007	This announcement expands the use of ZIP Code 52219 to include delivery.
Old New	18-6156 18-6156	52252 52252	IA IA	Monticello Monticello	Jones Jones	Main Office Main Office	Post Office Post Office	07/25/2007	This announcement expands the use of ZIP Code 52252 to include delivery.
Old New	16-5220 16-5982	60448 60467	IL IL	Mokena Orland Park	Will Will	Main Office Main Office	Post Office Post Office	06/15/2007	Realign ZIP Code boundaries. Use Orland Park IL 60467 as last line of address for the 16 deliveries previously in ZIP Code 60448.
Old New	20-4600 20-4600	40511 40511	KY KY	Lexington Lexington	Fayette Fayette	Brentwood Brentwood	Classified Station Carrier Annex	05/29/2007	This announcement changes the type of Postal Service facility from a classified station to a carrier annex.
Old New	26-8840 18-2547	55974 52140	MN IA	Spring Grove Dorchester	Houston Allamakee	Main Office Main Office	Post Office Post Office	08/18/2007	Realign ZIP Code boundaries. Use Dorchester IA 52140 as last line of address for the 27 deliveries previously in ZIP Code 55974.
Old New	26-8840 18-2286	55974 52101	MN IA	Spring Grove Decorah	Houston Winneshiek	Main Office Main Office	Post Office Post Office	08/18/2007	Realign ZIP Code boundaries. Use Decorah IA 52101 as last line of address for the 56 deliveries previously in ZIP Code 55974.

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old New	26-5860 18-2286	55954 52101	MN IA	Mabel Decorah	Fillmore Winneshiek	Main Office Main Office	Post Office Post Office	08/18/2007	Realign ZIP Code boundaries. Use Decorah IA 52101 as last line of address for the 167 deliveries previously in ZIP Code 55954.
Old New	26-1490 18-2286	55922 52101	MN IA	Canton Decorah	Fillmore Winneshiek	Main Office Main Office	Post Office Post Office	08/18/2007	Realign ZIP Code boundaries. Use Decorah IA 52101 as last line of address for the 42 deliveries previously in ZIP Code 55922.
Old New	26-4190 18-2097	55939 52136	MN IA	Harmony Cresco	Fillmore Howard	Main Office Main Office	Post Office Post Office	08/18/2007	Realign ZIP Code boundaries. Use Cresco IA 52136 as last line of address for the 29 deliveries previously in ZIP Code 55939.
Old New	26-4190 18-2236	55939 52101	MN IA	Harmony Decorah	Fillmore Fillmore	Main Office Main Office	Post Office Post Office	08/18/2007	Realign ZIP Code boundaries. Use Decorah IA 52101 as last line of address for the 2 deliveries previously in ZIP Code 55939.
Old New	26-5510 18-7641	55951 50466	MN IA	Le Roy Riceville	Mower Howard	Main Office Main Office	Post Office Post Office	08/18/2007	Realign ZIP Code boundaries. Use Riceville IA 50466 as last line of address for the 52 deliveries previously in ZIP Code 55951.
Old New	28-7458 28-3870	65564 65564	MO MO	Solo Houston	Texas Texas	Main Office Solo	Post Office Place Name	01/31/2005 05/12/2007	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Solo MO 65564 as last line of address.
Old New	36-5128 36-1728	27854 27820	NC NC	Milwaukee Conway	Northampton Northampton	Main Office Main Office	Post Office Post Office	12/31/2001 09/30/2006	Post Office and ZIP Code discontinued. Use Conway NC 27820 as last line of address.
Old New	36-6904 36-4304	28672 28672	NC NC	Scottville Laurel Springs	Ashe Ashe	Main Office Scottsville	Post Office Place Name	03/25/1991 09/30/2006	Post Office discontinued. Retain ZIP Code. Establish a Place Name. Continue to use Scottville NC 28672 as last line of address.
Old New	36-0264 36-3744	28704 28759	NC NC	Arden Horse Shoe	Buncombe Buncombe	Main Office Mills River	Post Office Place Name	07/01/2007	Realign ZIP Code boundaries. Use Mills River NC 28759 as last line of address for the 510 deliveries previously in ZIP Code 28704.
Old New	30-0465 30-0465	68042 68042	NE NE	Ashland Ashland	Saunders Saunders	Memphis Memphis	Community Post Office Community Post Office	04/27/2007	This announcement expands the use of ZIP Code 68042 to include delivery.

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old New	30-4125 30-7470	68844 68844	NE NE	Hazard Ravenna	Sherman Sherman	Main Office Hazard	Post Office Place Name	01/21/2005 06/30/2007	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Hazard NE 68844 as last line of address.
Old New	30-4680 30-0465	68042 68042	NE NE	Ithaca Ashland	Saunders Saunders	Memphis Memphis	Community Post Office Community Post Office	06/05/2007	This announcement changes the administrative office for this ZIP Code from Ithaca NE to Ashland NE. Continue to use Memphis NE 68042 as last line for addresses.
Old New	41-1716 41-9060	16918 16950	PA PA	Cowanesque Westfield	Tioga Tioga	Main Office Cowanesque	Post Office Place Name	05/21/2004 06/16/2007	Post Office and ZIP Code discontinued. Establish a place name. Cowanesque PA becomes an acceptable last line for use with ZIP Code 16950.
Old New	46-3942 46-4662	57745 57751	SD SD	Hill City Keystone	Pennington Pennington	Main Office Main Office	Post Office Post Office	09/01/2007	Realign ZIP Code boundaries. Use Keystone SD 57751 as last line of address for the 17 deliveries previously in ZIP Code 57745.
Old New	48-7645 48-3720	76262 76092	TX TX	Roanoke Grapevine	Tarrant Tarrant	Main Office Southlake	Post Office Classified Branch	08/04/2007	Realign ZIP Code boundaries. Use Southlake TX 76092 as last line of address for the 350 deliveries previously in ZIP Code 76262.
Old New	55-8640 55-8640	24961 24986	WV WV	White Sulphur Springs White Sulphur Springs	Greenbrier Greenbrier	Neola Neola	Community Post Office Place Name	11/19/1991 12/31/2005	Community Post Office and ZIP Code discontinued. Establish a place name. Neola WV becomes an acceptable last line for use with ZIP Code 24986.

## Delivery and Retail

### Stamps by Mail — Brochure Ordering Information

This article publishes the Stamps by Mail® print run cut-off schedule for the remaining '07 fiscal year. Each date has a designation whether it is for the year round (YR) brochure or the holiday (HOL) brochure.

- September 3, 2007 (HOL).

FY '08:

- October 1, 2007 (HOL).

To order brochures, submit PS Form 3227-O, *Stamps At Your Door Supply Order* (January 2007), to Cyril-Scott Company:

CYRIL SCOTT COMPANY  
PO BOX 627  
LANCASTER OH 43130-0627  
Telephone: 800-466-0455  
Fax: 740-689-0210

You can find this form at <http://blue.usps.gov>; click on *Forms*, then select the form by number. A copy of this form appears on page 69 in this *Postal Bulletin*.

The cost per unit of 500 is \$11.50. This cost includes overprinting the address of the fulfillment office placing the order. You may pay for orders with local IMPAC credit cards, checks, or money orders. However, Cyril-Scott Company cannot process the order until it receives payment. Local eBuy procedures may also apply (refer to local procurement procedures).

Postal Service™ Headquarters will fund brochure quantities for the 50 centralized processing sites for the September 3, 2007 (HOL) print run. National quantity is 4 million. For local office quantity, refer to column J of the previously distributed spreadsheet.

Centralized sites may order **additional** quantities from the Cyril-Scott Company from local funds by following the ordering instructions contained within this article. If you order additional quantities from local funds, inform Cyril-Scott Company that this is a centralized site supplemental order.

All other local Post Offices™ should follow the ordering instructions contained within this article and utilize local funds.

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

— Retail Marketing,  
*Delivery and Retail, 8-2-07*

**Stamps by Mail® Brochure Order Form** Required Entry  Order No. (mm-dd-yy-ZIP+ 4®) Example: 12-18-05-22209-6057

**You MUST complete ALL fields on this form**

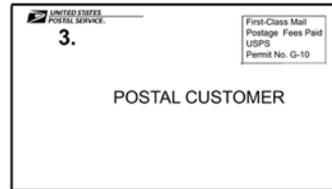
To: STAMPS BY MAIL CYRIL-SCOTT CO PO BOX 627 LANCASTER OH 43130-0627	Office Name	District	Area
	Contact Name		
	Contact Telephone No. (Include area code)		
	Contact Fax No. (Include area code)		
Telephone No. 800-466-0455	Fax No. 740-689-0210	Contact E-mail Address	

Quantity			
Item	Specify No. of Packs (500 forms per pack)	Unit Cost	Total
PS Form 3227 (Year-Round Version)	_____ @	\$11.50 ea. per pkg.	= _____
PS Form 3227 (Holiday), limited offering — Check <i>Postal Bulletin</i> schedule for availability.	_____ @	\$11.50 ea. per pkg.	= _____
<b>Total</b>			<b>\$</b>

**Ship to (Cannot ship to Post Office™ boxes):**  
(No., street, apt./ste., city, state, ZIP + 4)

_____	Contact Name
_____	Contact Telephone No. (Include area code)
_____	
_____	

**Imprint Information**  
(Type or print clearly. Printer is not responsible for errors due to illegible or unclear copy.)



**1.** Imprint Address (Where order is sent for fulfillment - MUST include ZIP + 4)    **2 & 3.** Return Address (MUST include ZIP + 4)

_____	_____
_____	_____
_____	_____
_____	_____

**Payment Information:** Orders will be shipped within 35 calendar days following print runs (see *Postal Bulletin schedule*.)  
Actual delivery times will vary based upon the destination.

<input type="checkbox"/> VISA/IMPAC Card No.:	<input type="checkbox"/> Check (Include with order)
Requestor Signature	Exp. Date: _____
Funding/Credit Card Official Signature	<input type="checkbox"/> USPS Money Order (Include with order)
	Manager/Supervisor Signature
	Date Signed

If shipment is over 20,000 forms (40 packs), enter finance no. to be charged for transportation costs (see *Postal Bulletin estimations*): \_\_\_\_\_

PS Form 3227-O, January 2007 Contract No. 266351-01-P-0149

## Domestic Mail

### Revised Forms and Publications: Ordering Information for Updated Publications and Postage Statements

Mailing Standards updated the following publications with the May 2007 pricing information. You can order publications from the Material Distribution Center (MDC) via touch tone order entry (TTOE). Call 800-273-1509.

**Note:** You must register 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 to place your first order.

The following publications are in stock and ready to order:

PSIN	Title	PSN	Quick Pick Number	Unit	Price	Min. Order Qty.
DMM 100	A Customer's Guide to Mailing (English)	7610-05-000-5072	526	EA	\$0.2956	1 copy
DMM 100S	A Customer's Guide to Mailing (Spanish)	7610-07-000-7132	N/A	EA	0.2956	1 copy
DMM 100C	A Customer's Guide to Mailing (Chinese)	7610-07-000-7685	N/A	EA	0.2956	1 copy
POS 123S	Poster Rates and Fees (14" x 21")	7690-03-000-4151	464	EA	0.0786	1 copy
POS 123L	Poster Rates and Fees (24" x 36")	7690-03-000-4150	463	EA	0.1602	1 copy

Customers and employees can find updated publications on the Postal Explorer<sup>®</sup> Web site at <http://pe.usps.com>. Printed versions of the following publications will be available from the MDC in the near future, and we will publish ordering information in a future *Postal Bulletin*.

- *Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM<sup>®</sup>).*
- *Mailing Standards of the United States Postal Service, International Mail Manual (IMM<sup>®</sup>).*
- *An Introduction to Mailing for Businesses and Organizations, DMM 200.*
- Notice 123, *Ratefold.*
- Publication 95, *Quick Service Guides.*
- Publication 51, *International Postal Rates and Fees.*

### Postage Statements

#### Ordering Instructions for May and July 2007 Postage Statements

The following postage statements — updated with the May and July 2007 prices — are available online and through the MDC:

- PS Form 3541, *Postage Statement — Periodicals — One Issue or One Edition.*
- PS Form 3600-EZ, *Postage Statement — First-Class Mail — Easy — Nonautomation Letters, Cards, or Flats.*
- PS Form 3600-R, *Postage Statement — First-Class Mail & Priority Mail.*
- PS Form 3602-EZ, *Postage Statement — Standard Mail — Easy — Nonautomation Letters or Flats.*
- PS Form 3602-N, *Postage Statement — Nonprofit Standard Mail.*
- PS Form 3602-NZ, *Postage Statement — Nonprofit Standard Mail — Easy — Nonautomation Letters or Flats.*
- PS Form 3602-R, *Postage Statement — Standard Mail.*
- PS Form 3605-R, *Postage Statement — Package Services.*
- PS Form 3700, *Postage Statement — International Mail.*

The 2007 postage statements are available online now at [www.usps.com/forms](http://www.usps.com/forms), under 'All Online PDF Forms in Numeric Order' or search by the class of mail. You can order these postage statements from the MDC. See ordering instructions above. The ordering information is as follows:

PSIN	Description	PSN	Unit of Measure	Min. Order Qty.	Price
PS3541-1	PS Form 3541, pp. 1 & 2	7530-07-000-6222	EA	1	\$.0203
PS3541-3	PS Form 3541, pp. 3 & 4	7530-07-000-6223	EA	1	\$.0203
PS3541-5	PS Form 3541, pp. 5 & 6	7530-10-000-0501	EA	1	\$.0203
PS3541-7	PS Form 3541, pp 7 & 8	7530-10-000-0502	EA	1	\$.0203
PS3541-I	PS Form 3541, Instructions	7530-07-000-6224	EA	1	\$.0175
PS3600-EZ	PS Form 3600-EZ, complete form (p. 1 & Instructions)	7530-07-000-6220	EA	1	\$.0203

PSIN	Description	PSN	Unit of Measure	Min. Order Qty.	Price
PS3600-R1	PS Form 3600-R, pp. 1 & 2	7530-07-000-6217	EA	1	\$.0203
PS3600-R3	PS Form 3600-R, p. 3 & 4	7530-07-000-6218	EA	1	\$.0203
PS3600-R5	PS Form 3600-R, p. 5 & Instructions	7530-09-000-9937	EA	1	\$.0203
PS3602-EZ	PS Form 3602-EZ, complete form (p. 1 & Instructions)	7530-07-000-6221	EA	1	\$.0203
PS3602-N1	PS Form 3602-N, pp. 1 & 2	7530-07-000-6213	EA	1	\$.0203
PS3602-N3	PS Form 3602-N, pp. 3 & 4	7530-07-000-6214	EA	1	\$.0203
PS3602-N5	PS Form 3602-N, pp. 5 & 6	7530-07-000-6215	EA	1	\$.0203
PS3602-N7	PS Form 3602-N, pp. 7 & 8	7530-07-000-6216	EA	1	\$.0203
PS3602-N9	PS Form 3602-N, pp. 9 & 10	7530-07-000-9938	EA	1	\$.0203
PS3602-N11	PS Form 3602-N, pp. 11 & Instructions	7530-09-000-9939	EA	1	\$.0203
PS3602-NZ	PS Form 3602-NZ, complete form (p. 1 & Instructions)	7530-07-000-6219	EA	1	\$.0203
PS3602-R1	PS Form 3602-R, pp. 1 & 2	7530-07-000-6209	EA	1	\$.0203
PS3602-R3	PS Form 3602-R, pp. 3 & 4	7530-07-000-6210	EA	1	\$.0203
PS3602-R5	PS Form 3602-R, pp. 5 & 6	7530-07-000-6211	EA	1	\$.0203
PS3602-R7	PS Form 3602-R, pp. 7 & 8	7530-07-000-6212	EA	1	\$.0203
PS3602-R9	PS Form 3602-R, pp. 9 & 10	7530-07-000-9935	EA	1	\$.0203
PS3602-R11	PS Form 3602-R, pp. 11 & Instructions	7530-09-000-9936	EA	1	\$.0203
PS3605-R1	PS Form 3605-R, pp. 1 & 2	7530-08-000-3305	EA	1	\$.0203
PS3605-R3	PS Form 3605-R, pp. 3 & 4	7530-08-000-3306	EA	1	\$.0203
PS3605-R5	PS Form 3605-R, pp. 5 & 6	7530-08-000-3307	EA	1	\$.0203
PS3605-R7	PS Form 3605-R, pp. 7 & 8	7530-08-000-3308	EA	1	\$.0203
PS3605-R9	PS Form 3605-R, pp. 9 & Instructions	7530-09-000-9934	EA	1	\$.0203
PS3700-1	PS Form 3700-1, pp. 1 & 2	7530-09-000-9940	EA	1	\$.0203
PS3700-3	PS Form 3700-1, pp. 3 & 4	7530-09-000-9941	EA	1	\$.0203
PS3700-5	PS Form 3700-1, pp. 5 & 6	7530-09-000-9942	EA	1	\$.0203
PS3700-7	PS Form 3700-1, pp. 7 & 8	7530-09-000-9943	EA	1	\$.0203
PS3700-9	PS Form 3700-1, pp. 9 & Instructions	7530-09-000-9944	EA	1	\$.0175

— Mailing Standards, Pricing and Classification, 8-2-07

## Finance

### Fiscal Year 2007 Closing Guidance: Message From the Controller

I ask that each of you continue your efforts to control expenses. It is important that we carry this effort through to the end of the fiscal year by controlling discretionary activity. This does not mean curtailing business, but it does mean making prudent choices by deferring or eliminating non-critical activity, and purchasing goods or services throughout the year, rather than at the end of the fiscal year, simply because there are available budget funds. Please encourage your contractors to bill us in a timely manner for goods received and services rendered, so we can recognize the expense before the end of the fiscal year. Additionally, I ask that you process accruals for goods received and services rendered, but not invoiced, as of September 30. Please note the minimum expense accrual is \$20,000.

The following instructions will assist you, when appropriate, in helping the Postal Service™ close its financial books in a timely and efficient manner.

#### Lynn Malcolm

Vice President, Controller

#### I. Instructions for Fiscal Year 2007 Closing

All organizations are requested to limit their expenditures to essential spending. Accordingly, all vice presidents should review discretionary spending to ensure the Postal Service attains its financial target for this fiscal year (FY).

The instructions and reporting dates in this *Postal Bulletin* supplement procedures followed during the normal monthly or quarterly reporting schedule.

#### II. Fiscal Year

The Postal Service prepares its annual reports on a government FY basis which comprises 365 days (366 in leap years), always ending on September 30.

#### III. Capital and Expense Commitment or Accrual Activities

##### A. Capital and Expense

Supply Management will not accept capital and expense requisitions and requests for contract modifications after September 7, unless work is currently under way on advance requirements or the buying manager grants an exception. Supply Management will accept capital purchase card transactions through September 14. Also,

organizations should limit capital commitments, particularly Postal Service support equipment, to essential needs. The schedule for Supply Management processing is as follows:

For requisitions received...	Funds are processed as follows...
On or before September 7, 2007	Supply Management will attempt to issue the required contract or modification in time for the San Mateo ASC to process against FY 2007 funds.
On or after October 1, 2007	San Mateo will process against FY 2008 funds.

Organizations must forward hardcopy paper commitment documents to reach the San Mateo Accounting Service Center (SMASC) no later than September 21. The schedule for electronic files transmitted to the accounting services centers is as follows:

Send electronic files for...	To this ASC...	No later than...
Capital commitments	San Mateo	September 25, 2007
Facilities capital commitments and expense payments	Saint Louis	September 30, 2007

Appropriate receiving reports or certified invoices for goods and services received by September 30 must be forwarded to the SMASC for receipt no later than October 2. Please expedite processing of receiving reports and certified invoices as these documents are used to charge expense to the proper FY. Additionally, review contracts to ensure sufficient funds are available by September 21 to process invoices and PS Form 8163, *Request for Fiscal Year Expense Accrual*.

Supply Management will process all requisitions for the issuance of contracts against FY 2007 funds according to the following priorities:

**Priority 1** — Capital commitment requisitions.

**Priority 2** — Expense commitment requisitions.

*B. Unpaid Expenses or Accruals for Goods and Services Received on or Before September 30 (Expense accrual minimum for FY 2007 is \$20,000.)*

For goods received or services rendered through September 30, if it is impossible to furnish a receiving report or certified invoice in time to reach the San Mateo ASC by October 2, and the expense per contract sequence number or miscellaneous (noncommitment) purchase or service is \$20,000 or more, the expense must be accrued.

Complete PS Form 8163. A copy is available on page [75](#) of this PS Form 8163 is also available on the Postal Service Intranet. Go to <http://blue.usps.gov/forms>.

Transmit properly completed PS Forms 8163, along with appropriate supporting documentation, via e-mail to SMASC ACCRUAL FORM8163@usps.gov or fax to 650-377-5379 no later than close of business Tuesday, October 2, 2007. Documents received at the SMASC per-

taining to activities occurring October 1 and later will be recorded in FY 2008.

#### IV. Liquidation of Accruals

When submitting an actual certified invoice to liquidate an accrual, include the statement "Accrued to FY 2007" on the face of the document and a copy of the PS Form 8163 that was either e-mailed or faxed to the SMASC. Do not mail invoices to the Scanning and Imaging Center, mail these invoices and copies of PS Form 8163 directly to:

MANAGER  
ACCOUNTING SERVICE CENTER  
2700 CAMPUS DR  
SAN MATEO CA 94497-9401

Liquidate accruals as soon as possible. Offices must monitor their accruals and invoices to ensure that the accruals are properly liquidated. All FY 2007 accruals processed by the SMASC that are not liquidated by the end of November 2007 (FY 2008), will be reversed to a service wide finance number as a prior-year credit. Subsequent invoices will be charged to the appropriate budget finance number as a FY 2008 expense.

#### V. Submission Schedules

Please use the following schedules relating to FY 2007 closing:

Schedule I — Accrual Processing Information

Schedule II — Submission Processing

##### A. Schedule I — Accrual Processing Information

The following are examples of items that may be accrued using PS Form 8163 if goods or services have been received on or before September 30:

- You have not received a receiving report.
- The dollar amount **must** be \$20,000 or more.
- You will not get an invoice to certify for payment by September 30.

Document calculation of the accrual on PS Form 8163 or on a copy of a previous month's invoice. You may also use an adding machine tape as proof of the accrual calculation.

##### Service Maintenance Contract — Copier

Review the last invoice processed to determine the amount to accrue from the service ending date through September 30.

To estimate the accrual amount, perform the following calculation:

1. Calculate number of days to accrue (count from the first day of the next billing cycle through September 30).

For example:

Billing period last invoice = 8/19–9/17

Number of days to accrue = 13 (9/18–9/30)

- Calculate the daily rate.  
Divide the last invoice amount by the number of days in the billing period to determine a daily rate.

For example:

Invoice amount = \$60,000  
Billing period = 30 days (8/19–9/17)  
Daily rate = \$2,000 (\$60,000/30 days)

- Calculate the accrual amount.  
Multiply the daily rate calculated by the number of days that will be accrued.

For example:

Accrual amount = \$2,000 x 13 = \$26,000

**Note:** No service maintenance accruals should be made unless there are less than 12 monthly (or equivalent) invoices processed for the current FY. If there are less than 12 invoices processed (or equivalent), you should accrue for the missing invoices.

**Utility Billing Accrual – Natural Gas and Electricity**

Use the accrual amount calculation for service maintenance as shown above.

**Note:** Do not make any utility accruals unless there are less than 12 monthly (or equivalent) invoices processed for the current FY. If there are less than 12 invoices processed (or equivalent), you should accrue for the missing invoices.

**Other Goods or Services Accrual – Consultant Contract**

Calculate the accrual amount.

Check with the vendor to validate the cost of goods or services received during the unbilled period ending September 30 and obtain the necessary supporting documentation.

**Note:** Do not accrue if the amount is less than \$20,000.

The following items may not be accrued on PS Form 8163:

- Basic pricing agreements (BPA).
- Bulk fuel deliveries, oil purchases, and vehicle parts.
- Capital.
- Carrier drive-outs.
- Credit card purchases<sup>1</sup>.
- Direct Vendor Delivery (DVD) and eBay purchases.
- FEDSTRIPs<sup>1</sup>.
- Gasoline credit card (fleet card) purchases.
- Government Printing Office (GPO) printings.
- Government travel accounts (GTAs).
- Imprest funds.
- Incentive awards.
- Inventory.
- Nonpostal training.
- Nonmetered fuel.
- Telecommunications (Raleigh).
- Relocation Management Firm (RMF) services<sup>1</sup>.
- Tort claims.
- Travel.
- Uniform allowances.
- Vehicle repairs on PS Form 4541, *Order-Invoice for Vehicle Repair (Commercial Work Order)*.

1. Items that will be accrued by Corporate Financial Reporting or the SMASC.

**B. Schedule II – Submission Processing**

The table below describes the schedule for submitting forms.

Form #	Item	Submit By	Submit To	Received by Date
N/A	Back pay awards	All offices	Eagan ASC	Aug 1
PS 7381	Requisition for Supplies, Services, or Equipment	All offices	Supply Management Headquarters	Sep 13
PS 17	Stamp Requisition/Stamp Return	Field offices	SSC/SDO	Sep 13
PS 1727	Award Recommendation/Authorization (Quality Step Increase)	All offices	eAwards	Sep 24
	Health Nurse (COHN) Award	All offices	eAwards	Sep 24
PS 1270	Idea Proposal	All offices	eAwards	Sep 24
N/A	Award Report	All offices	eAwards	Sep 24
N/A	PCES Recognition Authorization or Vice President Award Authorization for PCES in EAS Positions	All offices	eAwards	Sep 24
N/A	Individual EAS Recognition/Awards Program Authorization	All offices	eAwards	Sep 24
N/A	EAS Team Recognition Authorization	All offices	eAwards	Sep 24
RHD	Right-hand Drive Vehicle Incentive Award	All offices	Eagan ASC	Sep 24
PS 1839	Payment Record for Carrier Drive-Out Agreements	Field offices	Scanning & Imaging Ctr.	Sep 13
PS 1164-A	Claim for Reimbursement for Postal Supervisors (for Employee Business Expenses only)	Field offices	Scanning & Imaging Ctr.	Sep 13
N/A	Inspection Service/Office of Inspector General Award Forms	Field offices	Eagan ASC	Sep 24

Form #	Item	Submit By	Submit To	Received by Date
N/A	Commercial Bank Reconciliations	US Bank, JP Morgan Chase, and Citibank	Eagan ASC	Oct 13
N/A	BPA cover sheets	All offices	San Mateo ASC	Oct 2
N/A	Capital and expense receiving report	All offices	San Mateo ASC	Oct 2
N/A	Certified invoices — supplies and services, bulk fuel and oil purchases, motor vehicle parts, nonmetered heating fuel	All offices	San Mateo ASC	Oct 2
PS 1782	Training Request and Authorization	All offices	San Mateo ASC	Oct 2
PS 8163	Request for Fiscal Year Expense Accrual	All offices	San Mateo ASC	Oct 2
PS 8230	Authorization for Payment	All offices	Scanning and Imaging Ctr.	Sep 29
PS 8232	Payment for Personal Services Contracts	Field offices	Scanning and Imaging Ctr.	Sep 24
PS 3533	Application for Refund of Fees, Products and Withdrawal of Customer Accounts	Field offices	Scanning and Imaging Ctr.	Sep 29
N/A	Tort claims	All offices	Scanning & Imaging Ctr.	Oct 2
N/A	eTravel (Approving Official)	All offices	St. Louis ASC	Oct 2
N/A	eTravel (Receipts)	All offices	Back Office	Oct 2
PS 1129	Cashier Reimbursement Voucher and/or Accountability Report (imprest fund)	All offices (imprest)	San Mateo ASC	Oct 2
N/A	Project facility system	Facilities	St. Louis ASC	Oct 2
N/A	Money order vouchers	Field offices	St. Louis ASC	Oct 2
PS 3637-G	Batch Header for Official Mail (attach supporting documents)	Field offices	Scanning & Imaging Ctr.	Oct 5
PS 4541	Order-Invoice for Vehicle Repair (commercial work order)	Field offices	Support VMF	Sep 27
PS 7370	Request for Funds Transfer	Field offices	District Budget Office	Oct 2
PS 8049	Vehicle Hire Pay Adjustment	Field offices	St. Louis ASC	Sep 26
	Vehicle Hire Payment Certification reports	Field offices	Support VMF	Oct 2
SF 97	The U.S. Government Certificate of Release of a Motor Vehicle	Field offices	San Mateo ASC	Sep 29
N/A	Government bills of lading	National Traffic Service	San Mateo ASC	Sep 28
N/A	Capital commitments (CAMS) through APEX-CAMS electronic interface	Supply Management Headquarters	San Mateo ASC	Sep 25
N/A	Hardcopy paper commitment documents	Supply Management Headquarters	San Mateo ASC	Sep 21
N/A	Government Printing Office	Supply Management Headquarters	San Mateo ASC	Sep 21
N/A	Telecommunications	Raleigh Network Operations	San Mateo ASC	Sep 27
N/A	Government Travel Account (GTA)	St. Louis ASC	St. Louis ASC	Oct 2
N/A	Gasoline Credit Card (fleet card) payment and accrual	U.S. Bank	San Mateo ASC	Oct 2
N/A	Direct Vendor Delivery (DVD) and eBuy <sup>1</sup>	Topeka MDC	San Mateo ASC	Oct 5
N/A	U.S. Bank VISA accrual	U.S. Bank	San Mateo ASC	Oct 3
N/A	Relocation Management Firm (RMF) accruals	Accounting, Headquarters	San Mateo ASC	Oct 2
N/A	eBuy utilities	All offices	eBuy Post/Certify Module	Sep 29

1. Do not place orders for DVD or eBuy purchases from October 1 through October 4, 2007, except for critical needs.

Address questions concerning these instructions to the appropriate servicing Finance office.

— Accounting Policy, Finance, 8-2-07



## Request for Fiscal Year Expense Accrual

Office Name \_\_\_\_\_

The following information is for processing fiscal year end accruals. These goods and/or services *have been received* during the period ending September 30, \_\_\_\_\_, and a *certified invoice or receiving report has not been submitted for payment*. All required vendor documentation to substantiate the accrual is attached. **Vendor documentation may include a letter from the vendor indicating unbilled charges or a copy of a previous bill where the billing amount is consistent.**

**Offices should review their contracts to ensure sufficient funds are available for their access.**

**Vendor Information**

Vendor Name	Contract/Task Order Number (If applicable)
-------------	--

**Complete the Information Below**

**Field Accrual** (Check if payment for accrual will be processed by San Mateo ASC.)

Sequence Number (If applicable)			
Amount (Per sequence, if applicable)			
Budgetary Finance Number			
General Ledger Account Number			

**Direct Questions Regarding This Accrual to the Following Postal Service Contact:**

Name	Telephone Number (Include Area Code)
------	--------------------------------------

**Authorization**

Authorizing Postal Official's Name	Title
Authorizing Postal Official's Signature	Date
Office Name	Telephone Number (Include Area Code)

Send via **Email To:**

SMASC\_ACCRUAL\_FORM8163

**OR**

**Fax to:** 650-577-2520

**ASC USE ONLY**

Vendor Number	Input By	Batch Number
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## Stamp Stock Limits

Effective August 1, 2007, Post Offices™ and postal retail units must return to the existing policy for 3-month stamp stock limits. See “Handbook F-1 Revision: Stamp Stock Limits” in *Postal Bulletin* 22148 (2-17-05, pages 25–26) or Handbook F-1, *Post Office Accounting Procedures*, sections 422.21 and 482.3 for more information.

A list of stamp stock items to be withdrawn from regular sale effective close-of-business June 30, 2007, was published in *Postal Bulletin* 22207 (5-24-07, pages 60–61).

Post Offices and postal retail units are directed to do the following:

- Withdraw the stamp stock items from sale.
- Prepare these items for destruction.
- Submit items to destruction sites according to locally established procedures.
- Follow guidelines in Handbook F-1, Subchapter 45, Destroying Stamp Stock.

— *Accounting Policy, Finance, 8-2-07*

## Revised PVDS Forms: PS Form 8125 and PS Form 8125-C

The Postal Service™ has revised PS Form 8125, *Plant-Verified Drop Shipment (PVDS) Verification and Clearance*, and PS Form 8125-C, *Plant-Verified Drop Shipment (PVDS) Consolidated Verification and Clearance*. The edition date for both revised forms is July 2007. Images of the revised forms appear on pages [77–79](#) in this issue of the *Postal Bulletin*.

Many of the changes are cosmetic in nature, correcting obsolete references to *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®) and other service offerings whose names have changed. However, business mail entry acceptance personnel and drop shipment coordinators need to be aware of the following significant changes regarding these forms:

- Block 15 on PS Form 8125 and Block 16 on PS Form 8125-C now require the SCF/ADC/BMC/ASF designator and ZIP Code™ from the DMM label list for the mailing presented. On PS Form 8125, the instructions for block 15 also reflect this information.
- On both forms, block 28 now requires the facility name, address, city, state, and ZIP + 4® for the entry office as found in the Drop Ship product. This block also notes that appointments or shipments with 100% Periodicals can be presented whenever the destination facility is open and staffed. On PS Form 8125, the instructions for block 28 provide an Internet source for the Facility Access and Shipment Tracking (FAST™) system mail direction search to obtain a facility's entry information.

Mailers who create and present PS Form 8125-CD, *Plant-Verified Drop Shipment (PVDS) Consolidated Verification and Clearance — DSMS*, should adjust their forms to reflect these changes.

Electronic versions of the revised PS Form 8125 and PS Form 8125-C are currently available online on the Postal Service PolicyNet Web site:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click on *References*.
- Click on *Forms*.

(The direct URL for the Postal Service PolicyNet Web site is <http://blue.usps.gov/cpim>.)

They are also available on the Postal Service Internet:

- Go to [usps.com](http://usps.com).
- Click on *All Products & Services*, then *Forms*, then *Find a Form*, and then *Plant Verified Drop Shipment (PVDS) for Standard Mail Forms*.

Mailers may use printouts of these revised forms immediately. Before November 1, 2007, mailers may continue to use the previous editions of these forms — for PS Form 8125, the previous edition is dated October 2005, and for PS Form 8125-C, the previous edition is dated January 2006.

Starting November 1, 2007, mailers must use the revised forms when presenting drop shipments.

Only PS Form 8125 will be available from the Material Distribution Center, but the revised edition is not available yet. When it is available, we will publish an article in the *Postal Bulletin* announcing its availability and providing the ordering information. Please do not place orders for the revised edition of PS Form 8125 before the availability announcement is published in the *Postal Bulletin*.

— *Business Mail Acceptance, Customer Service, 8-2-07*

United States Postal Service® <b>Plant-Verified Drop Shipment (PVDS)</b> <b>Verification and Clearance</b> This form available at <a href="http://www.usps.com">www.usps.com</a>	1. Requested In-Home Delivery Date (3-day window)	2. Drop Ship Appointment Number
--	--	---------------------------------

**See Instructions on Reverse**

3. Mailer Name	4. FAST Scheduler ID	5. Mailer Contact Name	6. Mailer Contact Telephone (Include area code)
7. Origin Plant Location (City, state, ZIP+4®)		8. Check One <input type="checkbox"/> Identical-Weight Pieces. Weight of a Single Piece _____ lbs. <input type="checkbox"/> Nonidentical-Weight Pieces	
9. Class of Mail <input type="checkbox"/> Periodicals <input type="checkbox"/> Std. Mail <input type="checkbox"/> Package Services <input type="checkbox"/> International (Specify class) _____	10. Product or Publication Title or Names	11. Total Gross Weight of Shipment (Verified at origin office)	
12. Type of Mail Processing Category (Check all that apply) <input type="checkbox"/> Letters <input type="checkbox"/> Automation Compatible <input type="checkbox"/> Irregular Parcels <input type="checkbox"/> Flats <input type="checkbox"/> Machinable Parcels <input type="checkbox"/> Nonmachinable Parcels			

<b>Mailer Information</b>	<b>13. Pallets</b>	a. No. Pallets of Trays _____	b. No. Pallets of Sacks _____	c. No. Pallets of Parcels _____	d. No. Pallets of Bundles _____	<b>13e. Non-Palletized Containers</b>
	i. 5-Digit					i. No. of Bundles
	ii. 5-D Scheme					ii. No. of Trays
	iii. 5-D CR					iii. No. of Sacks
	iv. 5-D Scheme CR					iv. No. of Parcels
	v. 3-D					v. No. of Other (Describe)
	vi. All Other					

14. Entry Discounts Claimed (Check all that apply) <input type="checkbox"/> DDU <input type="checkbox"/> DBMC <input type="checkbox"/> Mailing Includes Pieces For Delivery Outside Service Area of Entry Office. <input type="checkbox"/> DSCF <input type="checkbox"/> International Service Center (ISC) <input type="checkbox"/> DADC <input type="checkbox"/> Other (International):	15. Comments -- Record SCF/ADC/BMC/ASF designator(s) and ZIP Code(s) from the DMM label list for mailing presented or attach register.
---	--

16a. Contact at Company Making Drop Ship Appointment (If other than mailer and if known when completing this form)	16b. Telephone
--	----------------

17. Origin Post Office™ (City, state, and ZIP+4)	26a. Name of USPS® Employee Verifying Mail	26b. Employee's Telephone Number (Include area code)
18. Verified at <input type="checkbox"/> DMU (Mailer's plant) <input type="checkbox"/> BMEU or Post Office	26c. Signature of Verifying Employee	
19. Permit Number	27. Round Stamp (Required)	
20. Postage Payment Method (Except for Periodicals) <input type="checkbox"/> Permit <input type="checkbox"/> Stamped <input type="checkbox"/> Meter	26d. USPS Contact Name (If other than verifying employee)	
21. Total Pieces	22. Total Weight of Mailing	
23. Vehicle PVDS Seal Number	24. Vehicle ID Number	

25. Comments	33. Load Condition Irregularities (Check all that apply) <input type="checkbox"/> Broken Pallets <input type="checkbox"/> Mailings are not Separated by Form 8125 <input type="checkbox"/> Container Counts do not Match Form 8125 <input type="checkbox"/> Overweight Pallets <input type="checkbox"/> Damaged Mail <input type="checkbox"/> Pallets Too Tall <input type="checkbox"/> Improper Mail Makeup <input type="checkbox"/> Incorrect Mail Class <input type="checkbox"/> Load Unsafe <input type="checkbox"/> Other (Describe in item 32) <input type="checkbox"/> Incorrect Appointment Type
--------------	--

28. Entry Office (Facility name, address, city, state and ZIP+4® code as found in the Drop Ship Product.)  Note: Appointments with 100% Periodicals can be presented whenever the destination facility is open and staffed.	34. Scan the barcode upon receipt.
29a. USPS Receiving Employee Signature	29b. USPS Receiving Employee Name
30. Date/Time of Arrival	31. Date/Time of Departure
32. Comments (NOTE: Enter bedload discrepancies as percentages and pallet discrepancies as pallet counts.)	

**Definitions and Features**

The purpose of this form is to prove to the entry facility that the mail being presented by the mailer or mailer's agent was verified and paid for at origin.

Plant-verified drop shipment (PVDS) enables origin verification and postage payment for shipments that a mailer transports from the mailer's plant to destination Post Offices™ where the prepaid and pre-verified shipments are accepted by the Postal Service™ as mail.

Postal Service employees verify PVDS mailings for classification, rate eligibility, preparation, volume, and presort either at the mailer's plant or at the origin Post Office serving the mailer's plant.

Standards for PVDS shipments are in *Domestic Mail Manual* (DMM™) 705.15. Information about destination entry discounts for each class of mail are in DMM 200, 300, 400, Enter and Deposit.

Appointments to deposit PVDS mailings at entry offices are required for Standard Mail® and Package Services. Advance notification of Periodicals drop shipments must be provided in the Facility Access and Shipment Tracking (FAST) system.

**Instructions for Mailer**

The mailer must submit an original and at least 1 copy of PS Form 8125, or an approved facsimile with each PVDS mailing presented for verification and postage payment to the origin verifying Post Office (or detached mail unit) completed as described below. Submit the original Form 8125, after being signed and round stamped by the origin verifying Post Office, to the entry Post Office with the PVDS mailing it represents. PS Form 8125 is not required for PVDS mailings sent via Express Mail® or Priority Mail® Open and Distribute.

**Completing Form 8125**

1. Requested In-Home Delivery Date: If this box is completed, the mailer or mailer's agent should deposit the mailing at the entry office in time to meet the delivery window. Delivery within this window is not guaranteed.
2. Drop Shipment Appointment Number: The appointment number is required and may be added by the mailer or mailer's agent after the Form 8125 is signed and dated by the origin Post Office but before the PVDS mailing is presented to the destination Post Office.
- 3-16. The Mailer Information section identifies the mail preparer and appointment scheduler and provides a description of the mail to be deposited at the destination entry facility listed in item 28. The mailer must complete all items in the Mailer Information section except for items 13i-vi. (if pallet presort is known).
  - In items 5 & 6 (and items 16a and 16b, if necessary), list the name and telephone number of a mailer contact who is familiar with the subject mailing and who can resolve problems that may arise at the entry office.
  - In items 13, report the mail as configured for verification and as it will be presented to the entry office (for example, if trays are on pallets, show the number of pallets with trays). If a mailing consists of a combination of palletized and non-palletized mail, report each segment correctly in this item. Identifying pallet presort levels is optional.
  - In item 14, show all entry discounts claimed for pieces in the mailing. A single mailing may contain pieces subject to different entry discounts (no more than one entry discount may be claimed for any individual piece).
  - In item 15, you may show other mailer information (for example, sequence number for a postage statement, manifest, or PS Form 8125). Mailer must record SCF/ADC/BMC/ASF designator(s) and ZIP Code(s) from the DMM label list for mailing presented or attach register.
28. Enter the facility name, address, city, state and ZIP+4® code as found in the Drop Ship product where the PVDS mailing will be entered. All entry discounts must be based on entry at this facility. To review facilities entry information, go to <https://fast.usps.com/fast/> (No login required) and click on Reports and then click on Mail Direction Search - Go.

**Submitting Mailing and PS Form 8125 to Entry Post Office**

The mailer or mailer's agent must submit original of this Form 8125 (with the original signature and round stamp of the origin Post Office) with the PVDS mailing presented for acceptance to the entry postal facility shown in item 28. Submit a second copy if you want one signed by the entry office and returned for your records.

The mailing presented to the entry office must be configured as reported under item 13 and must match the other information on PS Form 8125 as validated by the origin Post Office (verifying office).

Mail must not be reconfigured in containers after verification at origin. This ensures that the entry office is able to reconcile the information on the PS Form 8125 with the mail being presented for acceptance. For example, mail verified and reported as non-palletized sacks or trays (rather than as sacks or trays prepared on pallets) must be presented to the entry Post Office in the same configuration.

Consolidators must not take mail received from mailers as non-palletized sacked or trayed mailings (reported on Forms 8125 as non-palletized mailings) and place the mail on pallets or in other containers after verification (for reasons such as facilitating transportation) because the entry office will be unable to reconcile the mail with the PS Forms 8125 representing the mail. For example, if an agent places on pallets 10 sacks from one mailing and 15 sacks from another mailing reported on PS Forms 8125 as non-palletized sacks, then there would be no PS Form 8125 representing one pallet of 25 sacks, and the destination entry office may refuse or delay acceptance of the mail.

**Instructions for Origin Post Office (Office Where PVDS Mailing Is Verified)**

Be sure the mailer has completed all required items in the Mailer Information section and item 28.

After verifying that all information is correct, complete the Origin Post Office section. Items 23 and 24 are optional.

Sign and round stamp this form. Return original and a copy (if submitted by mailer) to the mailer. Retain a copy in your files for 1 year.

**Instructions for Destination Entry Post Office or Delivery Unit**

Either remove the PS Forms 8125 for your office from the vehicle or receive them from the mailer or mailer's agent and check that your office is shown as the entry facility under item 28.

Check that the form is completed, signed, and round stamped by the origin Post Office.

Check the integrity of the mail load to be sure that it is safe to unload. Note any load condition irregularities under item 33.

Compare the shipment with the form(s) for class, volume (such as number of containers), processing category, entry rates claimed, etc.

If PS Form 8125 is properly completed and the information on it matches the mail, then accept the shipment. Complete the "Destination" section (items 29 through 34) legibly. Retain PS Form 8125 in your files for 1 year. If the mailer or mailer's agent has presented a second copy, then complete the "Destination" section on the copy and return it to the mailer or mailer's agent who presented it to you.

If the mail is visibly damaged, if the shipment does not match the information on the PS Form 8125, or if the entry facility on the PS Form 8125 is not your facility, then do not accept the mail until the discrepancy is resolved.

- You may need to notify your supervisor of the problem(s).
- Either you or your supervisor may need to contact the origin Post Office (see items 26a, b, c, and d) to resolve the discrepancy.
- Scan the barcode that appears in item 34 using the hand held scanner provided.



## Information Technology

### What's New in FAST: Mailer Rating National Deployment and Periodicals

#### Mailer Rating National Deployment

The Facility Access and Shipment Tracking (FAST) system will begin deploying mailer rating nationally on August 18, 2007, at FAST/Surface Visibility (SV)-enabled sites. Deployment will be a phased approach by area, and span 3 months.

National deployment will begin immediately following the Mailer Rating Pilot with facilities in the Western Area with an SV drop ship compliance rate of 80 or higher. Mailer rating applies to all Standard Mail® and Package Services drop shipment appointments. Pure Periodicals appointments are not rated.

Send your questions about the mailer rating deployment via e-mail to [fast@usps.com](mailto:fast@usps.com).

#### FAST for Periodicals

FAST for Periodicals is coming. As of September 4, 2007, all mailers are required to submit Periodicals appointments in FAST. If you have not already done so, please obtain a scheduler identification (ID) by registering for FAST in *PostalOne!*

For more information on registration and training, go to <https://fast.usps.com>. Without logging in, you can click on *Resources and Reference Documents*, and download the *PostalOne!* Customer Registration Job Aid.

After September 4, 2007, Periodicals mailers that arrive without an appointment number on PS Form 8125, *Plant-Verified Drop Shipment (PVDS) Verification and Clearance*, will be accepted after Periodicals mailers who have an appointment and an appointment number on their PS Form 8125. Periodicals mailers who arrive without an appointment will be asked to provide a scheduler ID so that they can be accepted as an unscheduled arrival. If a Periodicals mailer cannot provide a scheduler ID, the shipment will still be accepted but the mailer will be advised that it must obtain a scheduler ID no later than October 5, 2007. (**Note:** There are no changes to drop shipment procedures for Standard Mail or Package Services customers).

To be added to our mailing list, send us an e-mail at [fastperiodicals@usps.com](mailto:fastperiodicals@usps.com).

— Global Systems Management,  
Global Business, 8-2-07

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 <p><b>TS-PONY</b> Pigment Dyed T-Shirt \$10.95  Burnt Orange</p>	 <p><b>TS-PONY</b> Pigment Dyed T-Shirt \$10.95  Honey</p>	 <p><b>MG-PONY</b> Brown Leatherette Stainless Steel Tumbler \$7.50</p>
 <p><b>WBK-PONY</b> Khaki Fleece Blanket \$14.95</p>	 <p><b>DB-PONY</b> Brown Draw String \$4.95</p>	 <p><b>HA-PONY</b> Khaki Hat \$7.50</p>  <p><b>CB-PONY</b> Black Cooler Bag \$4.95</p>

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Offer good through December 2007!  
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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. All offices are eligible to participate in the program and may order products through the OLRP catalog on eBuy.



## Marketing

### Mail Alert

The mailings below will be deposited in the near future. Offices should honor the requested home delivery dates. Mailers wishing to participate in these alerts, for mailings of 1 million pieces or more, should contact Business Service Network Integration at 202-268-3258 at least 1 month preceding the requested delivery dates. The Postal Service™

also offers electronic Mail Alerts via ADVANCE. For more information, see the *ADVANCE Notification & Tracking System Technical Guide* on the Internet at <http://ribbs.usps.gov/files/advance/advtech.pdf> or contact the National Customer Support Center at 800-238-3150.

Requested Delivery Dates	Title of Mailing	Class and Type of Mail	Number of Pieces (Millions)	Distribution	Presort Level	Comments
8/3/07–8/11/07	Vonage Oversized Mailers	Standard/Letter	1.86	Nationwide	3/5-Digit	Com-Pak, Bellmawr, NJ
8/6/07–8/8/07	JCP Wk. 27 Biggest Bonus Sale	Standard/Letter	8.6	Nationwide	Car-Rt	Harte-Hanks
8/6/07–8/9/07	Seventh Avenue	Standard/Catalog	5.046	Nationwide	Barcoded, 3/5-Digit, Car-Rt	Quad Graphics, Lomira, WI
8/8/07–8/10/07	Nordstrom August Launch '07	Standard/Flat	1.48	Nationwide	Barcoded, 3/5-Digit, Car-Rt	Arandell
8/9/07–8/11/07	JCP Wk. 27 Catalog Customer Appreciation	Standard/Letter	8.6	Nationwide	Car-Rt	Harte-Hanks
8/9/07–8/11/07	JCP Wk. 28 Friends & Family	Standard/Letter	6.3	Nationwide	Car-Rt	Harte-Hanks
8/10/07–8/13/07	JCP Wk. 28 BTS \$10 Appreciation	Standard/Flat & Letter	9.8	Nationwide	Car-Rt	Harte-Hanks
8/13/07–8/15/07	JCP Wk. 28 Hottest BTS	Standard/Flat & Letter	14.0	Nationwide	Car-Rt	Harte-Hanks
8/13/07–8/16/07	Midnight Velvet	Standard/Catalog	2.848	Nationwide	Barcoded, 3/5-Digit, Car-Rt	Quad Graphics, Martinsburg, WV
8/13/07–8/16/07	Monroe & Main	Standard/Catalog	2.642	Nationwide	Barcoded, 3/5-Digit, Car-Rt	RR Donnelley, Warsaw, IN
8/13/07–8/17/07	JCP Wk. 28 Home Traditions Catalog	Standard/Catalog	3.8	Nationwide	Car-Rt	Quebecorworld/RRD
8/17/07–8/21/07	Betty Crocker One Dish	Standard/Flat	1.315	Nationwide	3/5-Digit, Car-Rt	Rodale/ALG Worldwide

– Business Service Network Integration, Customer Service, 8-2-07

## Challenge for the Checkered Flag: “Race to Miami” Business Connect Competition – Race 3

Zip around the track and into the winner’s circle in the final leg of the “Race to Miami” Business Connect™ Competition! Running from August 1 through September 30, Race 3 has a global flavor by highlighting international shipping. To be entered in the prize drawing, complete and record five Business Connect activities, focusing at least two of those activities on the topic of international shipping.

Use your International Shipping Kit to educate your business customers on our updated lineup of international shipping products. (The kit was mailed to all Post Offices™ beginning July 24.) These materials show the benefits and simplicity of our services. The kit includes the following items:

- Worldwide Shipping Folder.** Use this folder to keep your international shipping materials in one easy-to-access location. It also contains an instructional guide to assist with your meetings. This folder is for internal use only and should not be shared with your customers. See Figure 1 (below) for an image of the cover of this folder.

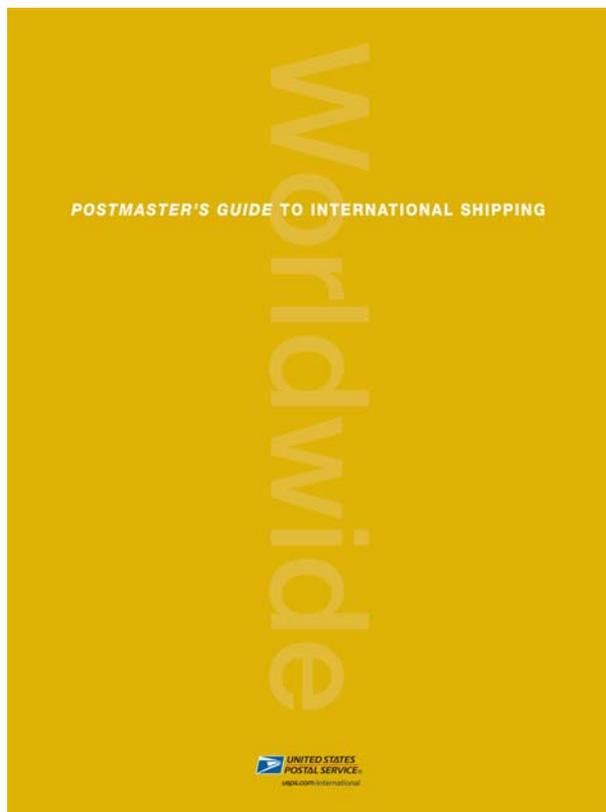


Figure 1

- International Features and Benefits (FAB) Sheet.** Reference this sheet to understand key features and benefits of our international services. We’ve included five copies so you can leave one behind with your customers. See Figure 2 (below) for an image of the FAB sheet.

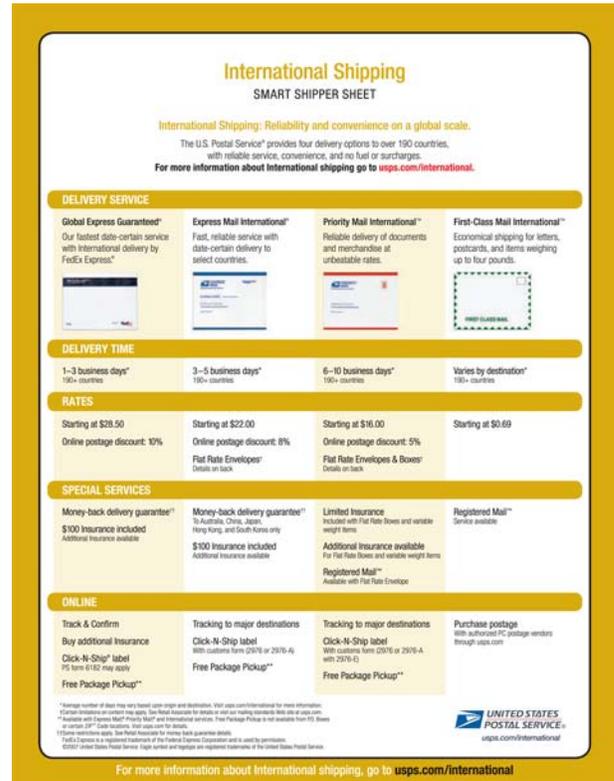


Figure 2

- International Rate Sheet.** Reference this sheet for comprehensive shipping rates, timing, and product attributes. We’ve included five copies so you can leave one behind with your customers. See Figure 3 on the following page for an image of the rate sheet.

CURRENT PRODUCTS		NEW PRODUCTS	NEW FEATURES
Global Express Guaranteed (documents) Global Express Guaranteed (non-documents)	Global Express Guaranteed		<ul style="list-style-type: none"> <li>• 1–3 days.</li> <li>• Track and trace.</li> <li>• Money-back delivery guarantee.*</li> <li>• Insurance included.</li> <li>• Available online; 10% discount.</li> </ul>
Global Express Mail®	Express Mail International		<ul style="list-style-type: none"> <li>• 3–5 days.</li> <li>• Tracking to major destinations.</li> <li>• Service guarantee to Australia, China, Hong Kong, South Korea, and Japan.</li> <li>• Insurance included.</li> <li>• Flat Rate Envelope.</li> <li>• Available online; 8% discount.</li> </ul>
Airmail Parcel Post® Economy Parcel Post Global Priority Mail®	Priority Mail International		<ul style="list-style-type: none"> <li>• 6–10 days.</li> <li>• Insurance available.</li> <li>• Flat Rate Envelopes for letters and Flat Rate Boxes for packages.</li> <li>• Available online; 5% discount.</li> </ul>
Airmail Letter Post Economy Letter Post	First-Class Mail International		<ul style="list-style-type: none"> <li>• Registered Mail™ service available.</li> </ul>

\*Some restrictions apply. Refer to terms and conditions on the back of mailing label for details.

GLOBAL EXPRESS GUARANTEED									
Weight Not Over (Pounds)	Rate Group 1	Rate Group 2	Rate Group 3	Rate Group 4	Rate Group 5	Rate Group 6	Rate Group 7	Rate Group 8	Rate Group 9
0.5	\$28.50	\$28.75	\$37.00	\$75.00	\$38.00	\$38.00	\$37.00	\$52.00	
1	41.00	42.50	49.00	93.00	58.00	55.00	47.00	65.00	
2	44.50	47.50	56.00	107.75	65.75	63.45	54.20	80.90	
3	48.00	52.50	63.00	122.50	73.50	71.90	61.40	96.80	
4	51.50	57.50	70.00	137.25	81.25	80.35	68.60	112.70	
5	55.00	62.50	77.00	152.00	89.00	88.80	75.80	128.60	

NOTE: Maximum weight is 70 lbs.

EXPRESS MAIL INTERNATIONAL										
Weight Not Over (Pounds)	Rate Group 1	Rate Group 2	Rate Group 3	Rate Group 4	Rate Group 5	Rate Group 6	Rate Group 7	Rate Group 8	Rate Group 9	Rate Group 10
0.5	\$22.00	\$22.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$19.75
1	23.25	25.50	28.00	27.50	30.50	27.00	32.00	32.00	30.00	22.50
2	25.00	30.00	32.00	30.50	34.75	31.00	37.00	36.85	34.75	25.25
3	26.75	34.50	36.00	33.50	39.00	35.00	42.00	41.70	39.50	28.75
4	28.50	39.00	40.00	36.50	43.25	39.00	47.00	46.55	44.25	32.25
5	30.25	43.50	44.00	39.50	47.50	43.00	52.00	51.40	49.00	35.50

NOTE: Maximum weight is 70 lbs.  
continues on back

Figure 3

You should also bring to the customer meetings a generous sampling of global envelopes and boxes to leave behind along with the FAB and rate sheets. To order additional kit materials, please visit the Business Connect Data Center; go to <http://blue.usps.gov/marketing/businessconnect/welcome.htm> and click on *Go to Business Connect Data*

*Center*. For additional information on international products and services, go to [usps.com/international](http://usps.com/international).

Remember, after completion of all the races, each of the top three districts with the highest Business Connect activities to target and each of the top three districts with the highest year-to-date (YTD) sales will receive \$1,000 toward a district celebration. So put the pedal to the metal and tell customers what the Postal Service™ can do for them!

The “Race to Miami” Business Connect Competition is your last chance to win great prizes, including an all-expense-paid trip for two to Miami, Florida, with VIP passes to the final Motorsports Race held November 17, 2007, in Homestead, Florida.

Eligible participants include postmasters, station managers/managers of customer service, branch managers, and supervisors.

### Rules for Race 3: August 1 — September 30

- Conduct at least five activities, two of which must be on international shipping products.
- Document all activities in the Business Connect Data Center — to receive credit for your international shipping activities, be sure to specify them; under the “Individual” or “Group Activity” screen, click on *International (BC Contest)*.
- Remember: To be eligible for entry in the contest, you must document each international shipping meeting as an international activity in the Business Connect Data Center by September 30, 2007, 11:59 P.M. CST.

— Customer Development,  
Customer Service, 8-2-07

## Getting It Right! Charging the Correct Postage for First-Class Mail Letter-Size Mailpieces

The May 14, 2007, changes to First-Class Mail® items emphasize the impact of mailpiece shape on postage. Please be aware of the minimums and maximums for First-Class Mail letters, large envelopes (flats), and packages to ensure that the correct postage is charged. Pay close attention to envelopes such as greeting cards marked “Extra Postage Required.”

In most cases, a letter-size mailpiece is classified and priced as a large envelope (flat) if it exceeds 3.5 ounces or 6-1/8" by 11-1/2" by 1/4" thick.

### Nonmachinable Surcharge

The \$0.17 nonmachinable surcharge applies only to First-Class Mail letters (up to 3.5 ounces). It does not apply

to postcards eligible for the card rate, large envelopes, or packages.

The following are some common nonmachinable characteristics of First-Class Mail letters (up to 3.5 ounces):

- The aspect ratio (length divided by height) is less than 1.3 (such as square envelopes) or more than 2.5.
- It has a delivery address parallel to the shorter dimension of the mailpiece.
- It is rigid or contains odd-shaped items that result in nonuniform thickness.
- It measures more than 6" long or 4-1/4" high and has a thickness less than 0.009".

For a complete list of nonmachinable characteristics, see *Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM®) 101.1.0*.

## Examples

### *Greeting Cards*

**Example 1:** A customer presents for mailing a uniformly thick, slightly flexible musical greeting card that measures 6-1/2" long x 6-1/2" high x 1/4" thick and weighs 1.5 ounces. It exceeds the maximum letter height of 6-1/8", but it meets the rectangular, uniform thickness, and flexibility criteria for a large envelope, so the mailpiece is classified as a large envelope and pays the 2-ounce rate — \$0.97.

**Example 2:** A customer presents for mailing a uniformly thick, slightly flexible greeting card that measures 5-1/2" long x 5-1/2" high x 1/4" thick and weighs 2 ounces. Although it falls within letter-size standards, it does not meet the aspect ratio criterion (it is square and therefore has an aspect ratio of less than 1.3), so the mailpiece is classified as a nonmachinable letter and pays the 2-ounce rate — \$0.58 plus the \$0.17 nonmachinable surcharge, for a total of \$0.75.

**Example 3:** A customer presents for mailing a uniformly thick, slightly flexible mailpiece (greeting card/invitation) that measures 6-5/8" long x 5" high x 1/8" thick and weighs 2 ounces. It falls within letter-size standards and meets the aspect ratio criterion, so the mailpiece is classified as a letter and pays the 2-ounce rate — \$0.58.

### *Items With Nonuniform Thickness (See DMM 601.11.18)*

**Example 4:** A customer presents for mailing an item that measures 11-1/2" long x 6" high, weighs 3 ounces, and contains an odd-shaped item that gives it a nonuniform thickness but does not exceed 1/4" at its thickest point. Although it falls within letter-size standards, it is not uniformly thick, so the mailpiece is classified as a nonmachinable letter and pays the 3-ounce rate — \$0.75 plus the \$0.17 nonmachinable surcharge, for a total of \$0.92.

**Example 5:** A customer presents for mailing an item that measures 10-3/4" long x 5-3/8" high, weighs 2 ounces, and contains an odd-shaped item that gives it a nonuniform thickness that exceeds 1/4" at its thickest point. It exceeds letter-size thickness standards and does not meet the uniform thickness standards for large envelopes, so the mailpiece is classified as a package and pays the 2-ounce rate — \$1.30.

### *Rigid Items*

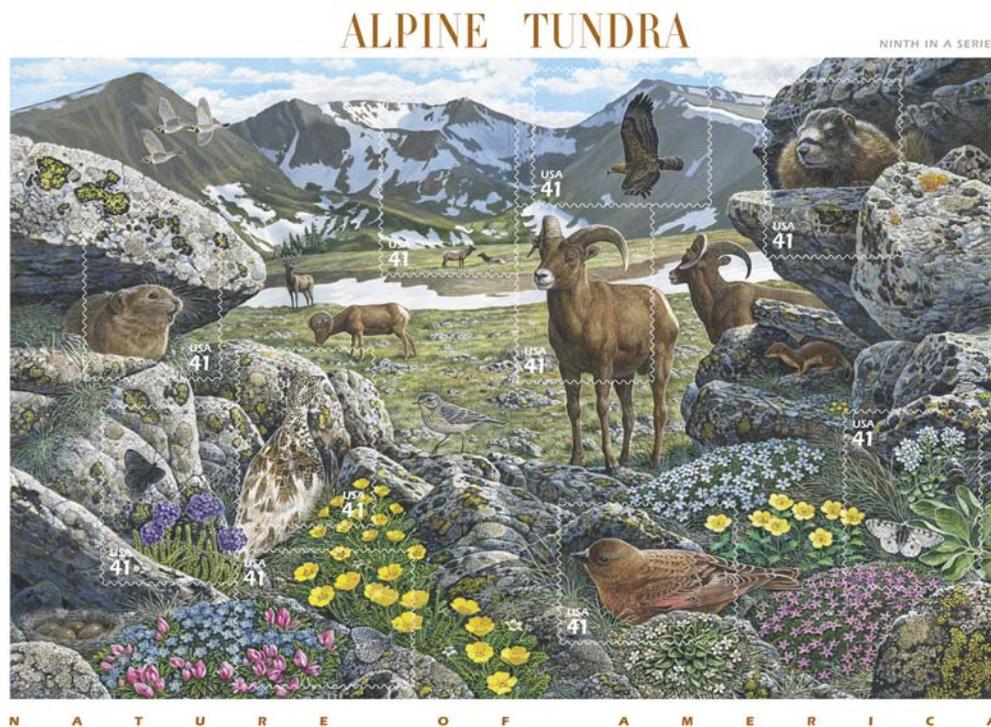
**Example 6:** A customer presents for mailing a rigid, uniformly thick box that measures 7-5/8" long x 6" high x 1/8" thick and weighs 2 ounces. Although it falls within letter-size standards, it is rigid, so the mailpiece is classified as a nonmachinable letter and pays the 2-ounce rate — \$0.58 plus the \$0.17 nonmachinable surcharge, for a total of \$0.75.

**Example 7:** A customer presents for mailing an item that is almost the same as the one described in Example 6 — it is a rigid, uniformly thick box that measures 7-5/8" long x 6" high and weighs 2 ounces, but is 1/2" thick. Although its thickness exceeds letter-size standards, it still falls within the standards for large envelopes, but because the mailpiece does not meet the flexibility criteria for a large envelope, it is classified as a package and pays the 2-ounce rate — \$1.30.

— Pricing Implementation,  
*Pricing and Classification, 8-2-07*

## Philately

### Stamp Announcement 07-37: Alpine Tundra



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On August 28, 2007, in Estes Park, Colorado, the Postal Service™ will issue a pressure-sensitive adhesive (PSA) commemorative sheet of the 41-cent, *Alpine Tundra* stamps in ten designs (Item 461300). The stamps, designed by Ethel Kessler of Bethesda, Maryland, go on sale nationwide August 28, 2007.

This \$4.10 commemorative sheet may not be split, and the stamps may not be sold individually. The *Alpine Tundra* stamps are the ninth in the *Nature of America* series designed to promote appreciation of major plant and animal communities in the United States.

To illustrate the diversity of species associated with the alpine tundra, artist John D. Dawson of Hilo, Hawaii, depicted more than 24 animal and plant species in his beautiful acrylic painting. The scene itself is imaginary. Such a dense grouping of plants and animals was necessary to illustrate as many species as possible on the stamp pane. Even so, all of the species can be encountered on the alpine tundra of Rocky Mountain National Park; all were recommended by scientists.

A description of alpine tundra and a numbered key to the artwork appear on the back of the pane, along with a

corresponding list of common and scientific names for 24 species.

#### How to Order First Day of Issue Postmark

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

ALPINE TUNDRA STAMPS  
POSTMASTER  
215 W RIVERSIDE DR  
ESTES PARK CO 80517-9998

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 October 27, 2007.

#### How to Order First Day Covers

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

quarterly USA Philatelic catalog. Customers may request a free catalog by calling 800-STAMP-24 or writing to:

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

**Philatelic Products**

There are five philatelic products available for this stamp issue:

- 461362, First Day Cover Full Pane, \$6.60.
- 461364, Canceled Full Pane, \$6.60.
- 461384, Uncut Press Sheet, \$32.80.
- 461391, Ceremony Program, \$6.95.
- 461393, Pane of 10/First Day Cover Pane, \$10.70.

**Distribution: Item 461300, \$4.10 Alpine Tundra PSA Commemorative Sheet of 10 Stamps**

Stamp distribution offices (SDOs) will receive approximately 50 percent of their standard automatic distribution quantity for a PSA sheet stamp. Distributions are rounded up to the nearest master carton size (2,000 commemorative sheets/20,000 stamps).

**Initial Supply to Post Offices**

SDOs will make a subsequent automatic distribution to Post Offices of one-half their standard automatic distribution quantities using PS Form 17, *Stamp Requisition/Stamp Return*. SDOs must not distribute this commemorative sheet to Post Offices before August 22, 2007.

**Additional Supply**

Post Offices requiring additional commemorative sheets must requisition Item 461300 from their designated SDO using PS Form 17. SDOs requiring additional commemorative sheets must order them from the appropriate accountable paper depository (APD) using PS Form 17.

For fulfilling supplemental orders from SDOs, the Memphis, New York, and Chicago APDs will each receive 110,000 additional commemorative sheets; the San Francisco APD will receive 140,000 additional commemorative sheets; and the Denver APD will receive 160,000 additional commemorative sheets.

Issue:	<i>Alpine Tundra</i>
Item Number:	461300
Denomination & Type of Issue:	\$4.10 Commemorative Sheet Pane of 10 (10 designs)
Format:	<i>Nature of America</i>
Series:	<i>Nature of America</i>
Issue Date & City:	August 28, 2007, Estes Park, CO 80517
Artist:	John D. Dawson, Hilo, HI
Designer:	Ethel Kessler, Bethesda, MD
Art Director:	Ethel Kessler, Bethesda, MD
Typographer:	Ethel Kessler, Bethesda, MD
Modeler:	Donald Woo
Engraver:	N/A
Manufacturing Process:	Offset
Printer:	Sennett Security Products/ Banknote Corporation of America, Inc. (SSP/BCA)
Printed at:	Browns Summit, NC
Press Type:	Alprinta, 74
Stamps per Pane:	10
Print Quantity:	50 million stamps
Paper Type:	Phosphored tagged, Block
Adhesive Type:	Pressure-sensitive
Processed at:	Browns Summit, NC
Colors:	Cyan, Magenta, Yellow, Black, PMS 1605 (Brown)
Plate Size:	80 stamps per revolution
Stamp Orientation:	Horizontal and Vertical
Orientation 1:	Horizontal
Overall Size (w x h):	1.56 x 1.23 in./39.62 x 31.24 mm
Orientation 2:	Vertical
Overall Size (w x h):	1.23 x 1.56 in./31.24 x 39.62 mm
Full Pane Size (w x h):	9.13 x 6.75 in./171.45 x 231.90 mm
Marginal Markings:	
Front:	Header "Alpine Tundra" • "NINTH IN A SERIES"
Back:	Illustrative diagram and descriptive text • Header • "© 2006" • Barcode "461300" • NATURE OF AMERICA

**Sales Policy**

All Post Offices must acquire and maintain a supply of each new commemorative stamp as long as customer demand exists, until inventory is depleted, or until the stamp is officially withdrawn from sale. If supplies run low, Post Offices must reorder additional quantities using their normal ordering procedures. The \$4.10 Alpine Tundra commemorative sheet may not be split, and the stamps may not be sold individually.

— Stamp Services,  
Government Relations, 8-2-07

## Stamp Announcement 07-38: Gerald R. Ford



Copyright 2007 USPS

On August 31, 2007, in Grand Rapids, Michigan and Rancho Mirage, California, the Postal Service™ will issue a 41-cent, *Gerald R. Ford* commemorative stamp in one design in a pressure-sensitive adhesive (PSA) pane of 20 (Item 571000). The stamp, designed by Ethel Kessler of Bethesda, Maryland, goes on sale nationwide August 31, 2007.

The stamp art is a portrait of President Ford painted by award-winning artist Michael J. Deas of Brooklyn Heights, New York.

### How to Order First Day of Issue Postmark

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

INFORMATION NOT AVAILABLE AT PRESS TIME

Issue:	<i>Gerald R. Ford</i>
Item Number:	571000
Denomination & Type of Issue:	41-cent Commemorative
Format:	Pane of 20 (1 design)
Series:	N/A
Issue Date:	August 31, 2007
Cities:	Grand Rapids, MI Rancho Mirage, CA
Designer:	Ethel Kessler, Bethesda, MD
Art Director:	Ethel Kessler, Bethesda, MD
Typographer:	Ethel Kessler, Bethesda, MD
Artist:	Michael J. Deas, Brooklyn Heights, NY
Engraver:	N/A
Modeler:	Joseph Sheeran
Manufacturing Process:	Offset, Microprinting, "USPS"
Printer:	Ashton Potter (USA) Ltd. (APU)
Printed at:	Williamsville, NY
Press Type:	Mueller Martini, A 76
Stamps per Pane:	20
Print Quantity:	80 million stamps
Paper Type:	Nonphosphored, Type III
Adhesive Type:	Pressure-sensitive
Processed at:	Ashton Potter (USA) Ltd.
Colors:	Black, Cyan, Magenta, Yellow, PMS 871C (Gold)
Stamp Orientation:	Vertical
Image Area (w x h):	0.84 x 1.42 in./21.336 x 36.068 mm
Overall Size (w x h):	0.98 x 1.56 in./24.892 x 39.624 mm
Full Pane Size (w x h):	5.95 x 7.24 in./151.13 x 183.896 mm
Plate Size:	240 stamps per revolution
Plate Numbers:	"P" followed by five (5) single digits
Marginal Markings:	
Stamp Side:	© 2007 USPS • Plate position diagram • Price • Plate numbers in four corners of pane
Back Side:	• 4 barcodes "571000" • USPS logo

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 30, 2007.

### How to Order First Day Covers

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

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

### Philatelic Products

There are five philatelic products available for this stamp issue:

- 571061, First Day Cover Rancho Mirage CA, \$0.79.

- 571069, First Day Cover Grand Rapids MI, \$0.79.
- 571074, Commemorative Stamp Folio, \$12.95.
- 571084, Uncut Press Sheet, \$49.20.
- 571091, Ceremony Program, \$6.95.
- 571093, Keepsake (First Day Cover (random) w/ pane), \$8.99.

**Distribution: Item 571000, 41-cent Gerald R. Ford PSA Pane of 20 Stamps**

Stamp distribution offices (SDOs) will receive approximately 80 to 85 percent of their full standard automatic distribution quantity 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 of one-half their full standard automatic distribution quantity using PS Form 17, *Stamp Requisition/Stamp Return*. SDOs must not distribute stamps to Post Offices before August 24, 2007.

**Additional Supply**

Post Offices requiring additional stamps must requisition Item 571000 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 APD will receive 3,600,000 additional stamps; the San Francisco APD will receive 3,200,000 additional stamps; the New York and Memphis APDs will each receive 2,800,000 additional stamps; and the Denver APD will receive 960,000 additional stamps.

**Sales Policy**

All Post Offices must acquire and maintain a supply of each new commemorative stamp as long as customer demand exists, until inventory is depleted, or until the stamp is officially withdrawn from sale. If supplies run low, Post Offices must reorder additional quantities using their normal ordering procedures.

— Stamp Services,  
Government Relations, 8-2-07

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**Update: Pacific Lighthouses Stamps**

In the article "Stamp Announcement 07-21: Pacific Lighthouses" in *Postal Bulletin 22207* (5-24-07, page 24), the address for ordering the first day of issue postmark was not available at press time. The address is now available, as follows:

PACIFIC LIGHTHOUSES STAMPS  
POSTMASTER  
US POSTAL SERVICE  
400 W OCEAN AVE  
WESTPORT WA 98595-9998

— Stamp Services, Government Relations, 8-2-07

## Pictorial Postmarks Announcement

As a community service, the Postal Service™ offers pictorial postmarks to commemorate local events celebrated in communities throughout the nation. A list of events for which pictorial postmarks are authorized appears below. If available, the sponsor of the pictorial postmark appears in italics under the date. Also provided are illustrations of those postmarks.

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

All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail® postage. Items submitted for postmark may not include

postage issued after the date of the requested postmark. Such items will be returned unserved.

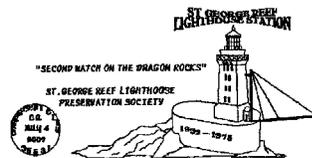
Customers wishing to obtain a postmark should affix stamps to any envelope or postcard of their choice, address the envelope or postcard to themselves or others, insert a card of postcard thickness in envelopes for sturdiness, and tuck in the flap. Place the envelope or postcard in a larger envelope and address it to: PICTORIAL POSTMARKS, followed by the NAME OF THE STATION, ADDRESS, CITY, STATE, ZIP+4® 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 postmark, as long as they supply a larger envelope with adequate postage and their return address. After applying the pictorial postmark, the Postal Service returns the items (with or without addresses) under addressed protective cover.

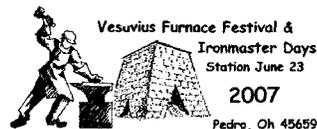
The following pictorial postmark has been extended for 30 days:



June 21, 2007  
*U.S. Postal Service*  
 FIRST DAY OF SALE STATION  
 POSTMASTER  
 PO BOX 9998  
 CRESCENT CITY CA 95531-9998



July 4, 2007  
*St George Preservation Society*  
 ST GEORGE REEF LIGHTHOUSE  
 STATION  
 POSTMASTER  
 751 SECOND ST  
 CRESCENT CITY CA 95531-9998



June 23, 2007  
*U.S. Postal Service*  
 VESUVIUS FURNACE FESTIVAL  
 AND IRONMASTER DAYS  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 PEDRO OH 45659-9998



July 4, 2007  
*Friends of the Library/Town of Wardsboro*  
 WARDSBORO 4TH OF JULY STATION  
 POSTMASTER  
 PO BOX 9998  
 WARDSBORO VT 05355-9998

**FIRST DAY OF SAIL STATION**

Thousand Island Park, NY 13692



**AUGUST 4, 2007**  
*'Enjoying History and Nature'*

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
CLAYTON NY 13624-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
HAMMOND NY 13646-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
SACKETS HARBOR NY 13685-9998

August 4, 2007

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
ALEXANDRIA BAY NY 13607-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
DEXTER NY 13634-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
HENDERSON HARBOR NY 13651-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
THOUSAND ISLAND PARK NY 13692-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
CAPE VINCENT NY 13618-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
FINEVIEW/WELLESLEY ISLAND NY 13640-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
MASSENA NY 13662-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
THREE MILE BAY NY 13693-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
CARTHAGE NY 13619-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
FISHERS LANDING NY 13641-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
MORRISTOWN NY 13664-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
WADDINGTON NY 13694-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
CHAUMONT NY 13622-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
FRONTENAC ISLAND NY 13624-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
MURRAY ISLAND CPO NY 13624-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
WATERTOWN NY 13601-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
CHIPPEWA BAY NY 13623-9998

*Syracuse Stamp Club and U.S. Postal Service*

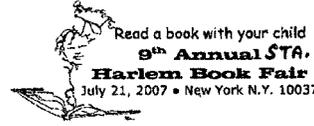
FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
GRENELL ISLAND CPO NY 13624-9998

*Syracuse Stamp Club and U.S. Postal Service*

FIRST DAY OF SAIL STATION  
POSTMASTER  
PO BOX 9998  
OGDENSBURG NY 13669-9998



July 12-14, 2007  
 Pocahontas Co. and Pioneer Days, Inc.  
 75TH ANNIVERSARY STATION  
 MANAGER MOWS  
 819 FOURTH AVE  
 MARLINTON WV 24954-9998

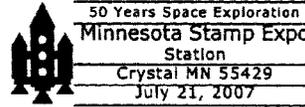


July 21, 2007  
 U.S. Postal Service  
 9TH ANNUAL HARLEM BOOK FAIR  
 STATION  
 SPECIAL EVENTS JAF BLDG  
 421 EIGHTH AVE RM 2029B  
 NEW YORK NY 10199-9998



0000000000  
 MetroExpo Station  
 New York, NY 10019  
 July 13, 2007

July 13, 2007  
 U.S. Postal Service  
 METROEXPO STATION  
 SPECIAL EVENTS JAF BLDG  
 421 EIGHTH AVE RM 2029B  
 NEW YORK NY 10199-9998



July 21, 2007  
 Minnesota Stamp Expo 2007  
 MINNESOTA STAMP EXPO STATION  
 STAMP SHOPPE STATION  
 MANAGER  
 100 S FIRST ST RM 106  
 MINNEAPOLIS MN 55401-9991



July 14, 2007  
 U.S. Postal Service  
 POLLARD PICNIC STATION  
 POSTMASTER  
 311 FRONT ST  
 POLLARD AR 72456-9998



July 21, 2007  
 City of Ashton  
 125TH ANNIVERSARY STATION  
 POSTMASTER  
 PO BOX 9998  
 ASHTON IA 51355-9998



July 15, 2007  
 U.S. Postal Service  
 CAR SHOW STATION  
 POSTMASTER  
 109 MAIN AVE  
 EPPING ND 58843-9998



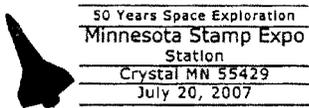
July 22, 2007  
 Minnesota Stamp Expo 2007  
 MINNESOTA STAMP EXPO STATION  
 STAMP SHOPPE STATION  
 MANAGER  
 100 S FIRST ST RM 106  
 MINNEAPOLIS MN 55401-9991



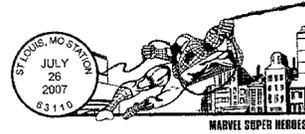
July 20-22, 2007  
 Convention of Otaku Generation  
 OTAKON STATION  
 MANAGER MOWS  
 900 E FAYETTE ST  
 BALTIMORE MD 21233-9715



July 26, 2007  
 U.S. Postal Service  
 MARVEL SUPER HEROES STATION  
 POSTMASTER  
 105 N DENTON ST  
 ALPENA AR 72611-9998



July 20, 2007  
 Minnesota Stamp Expo 2007  
 MINNESOTA STAMP EXPO STATION  
 STAMP SHOPPE STATION  
 MANAGER  
 100 S FIRST ST RM 106  
 MINNEAPOLIS MN 55401-9991



July 26, 2007  
 Saint Louis Science Center  
 ST LOUIS MO SPIDERMAN STATION  
 STATION MANAGER  
 4120 MANCHESTER RD  
 SAINT LOUIS MO 63110-9998



July 21, 2007  
 Italian Heritage and Cultural Month Committee  
 ST. GEORGE STATION  
 45 BAY ST  
 STATEN ISLAND NY 10305-9998



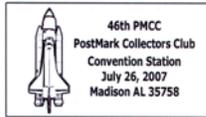
July 26, 2007  
 U.S. Postal Service  
 MARVEL SUPER HEROES STATION  
 POSTMASTER  
 PO BOX 9998  
 MONTOURSVILLE PA 17754-9998



July 26, 2007  
 Saint Louis Science Center  
 ST LOUIS MO THE HULK STATION  
 STATION MANAGER  
 4120 MANCHESTER RD  
 SAINT LOUIS MO 63110-9998



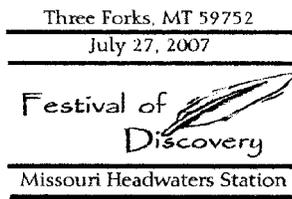
July 29, 2007  
 U.S. Postal Service  
 FIRST CLASS FOREVER STAMP  
 POSTMASTER  
 PO BOX 9998  
 WOODRIDGE NY 12789-9998



July 26-28, 2007  
 PMCC Postmark Collectors Club  
 46TH PMCC POSTMARK  
 COLLECTORS CLUB CONVENTION  
 STATION  
 POSTMASTER  
 56 HUGHES RD  
 MADISON AL 35758-9998



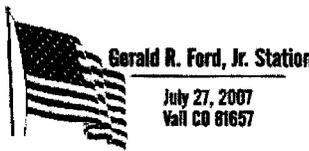
July 31, 2007  
 Longaberger Bee Committee and  
 U.S. Postal Service  
 REUNION BEE STATION  
 POSTMASTER  
 25 W FOURTH ST  
 DRESDEN OH 43821-9998



July 27, 2007  
 Three Forks Area Festival of  
 Discovery  
 MISSOURI HEADWATERS STATION  
 POSTMASTER  
 PO BOX 9998  
 THREE FORKS MT 59752-9998



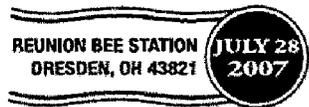
July 31, 2007  
 U.S. Postal Service  
 STAR WARS STATION  
 POSTMASTER  
 431 N GRAHAM ST  
 STEPHENVILLE TX 76401-9998



July 27, 2007  
 U.S. Postal Service  
 GERALD R FORD JR STATION  
 POSTMASTER  
 1300 N FRONTAGE RD W  
 VAIL CO 81657-9998



August 2, 2007  
 U.S. Postal Service  
 MARVEL COMICS STATION  
 POSTMASTER  
 PO BOX 9998  
 SAUGERTIES NY 12477-9998



July 28, 2007  
 Longaberger Bee Committee and  
 U.S. Postal Service  
 REUNION BEE STATION  
 POSTMASTER  
 25 W FOURTH ST  
 DRESDEN OH 43821-9998



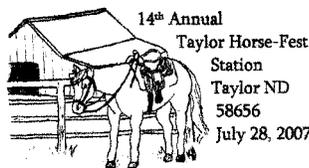
August 2-4, 2007  
 Harrisburg Homecoming  
 HARRISBURG HOMECOMING  
 STATION  
 POSTMASTER  
 1019 COLUMBUS ST  
 HARRISBURG OH 43126-9998



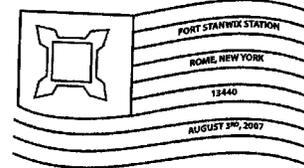
July 28, 2007  
 Barnstormers  
 BARNSTORMERS STATION  
 POSTMASTER  
 128 W MAIN ST  
 BELMONT OH 43718-9998



August 3, 2007  
 Longaberger Bee Committee and  
 U.S. Postal Service  
 REUNION BEE STATION  
 POSTMASTER  
 25 W FOURTH ST  
 DRESDEN OH 43821-9998



July 28, 2007  
 U.S. Postal Service  
 TAYLOR HORSE FEST STATION  
 POSTMASTER  
 111 W MAIN ST  
 TAYLOR ND 58656-9998



August 3, 2007  
 Fort Stanwix Stamp Club  
 FORT STANWIX STATION  
 POSTMASTER  
 110 E GARDEN ST  
 ROME NY 13442-9998



**125<sup>TH</sup> ANNIVERSARY  
STATION  
CARTHAGE SD 57323  
AUGUST 3, 2007**

August 3, 2007  
U.S. Postal Service  
125TH ANNIVERSARY STATION  
POSTMASTER  
121 E MAIN ST  
CARTHAGE SD 57323-9998



**COVERED WAGON DAYS  
STATION  
AUGUST 4, 2007  
DEL NORTE, CO  
81132  
1872-2007**

August 4, 2007  
U.S. Postal Service  
COVERED WAGON DAYS STATION  
POSTMASTER  
PO BOX 9998  
DEL NORTE CO 81132-9998



**Braham  
Pie Day  
Friday, August 3, 2007  
Braham, MN 55006  
Braham Pie Day Station**

August 3, 2007  
Braham Pie Day Committee  
BRAHAM PIE DAY STATION  
POSTMASTER  
PO BOX 9998  
BRAHAM MN 55006-9998

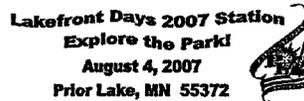


August 4, 2007  
U.S. Postal Service  
PLAINVIEW CENTENNIAL STATION  
POSTMASTER  
409 W MAIN ST  
PLAINVIEW AR 72857-9998



August 2007  
Village of Fountain  
125th  
Birthday Station  
Fountain MI 49410

August 3-5, 2007  
Village of Fountain  
125TH BIRTHDAY STATION  
POSTMASTER  
PO BOX 9998  
FOUNTAIN MI 49410-9998



August 4, 2007  
Prior Lake Chamber of Commerce  
LAKE FRONT DAYS 2007 STATION  
POSTMASTER  
PO BOX 9998  
PRIOR LAKE MN 55372-9998



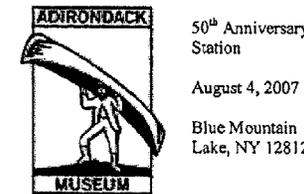
August 3-5, 2007  
Village of Cobden  
COBDEN SESQUICENTENNIAL  
STATION  
POSTMASTER  
PO BOX 9998  
COBDEN IL 62920-9998



August 4, 2007  
2007 Zoar Mosquito Fest Committee  
2007 ANNUAL ZOAR MOSQUITO  
FEST STATION  
POSTMASTER  
10530 S WARRICK ST  
STENDAL IN 47585-9998



August 3-5, 2007  
Das Awkscht Fescht  
DAS AWKSCHT FESCHT STATION  
POSTMASTER  
15 WEST END TRAIL  
MACUNGIE PA 18062-9998



50<sup>th</sup> Anniversary  
Station  
August 4, 2007  
Blue Mountain  
Lake, NY 12812  
Adirondack Museum  
50TH ANNIVERSARY STATION  
POSTMASTER  
PO BOX 9998  
BLUE MOUNTAIN LAKE NY 12812-9998



August 3-5, 2007  
Houghton Lake Village Committee  
EDNA STATION  
POSTMASTER  
PO BOX 9998  
PRUDENVILLE MI 48651-9998



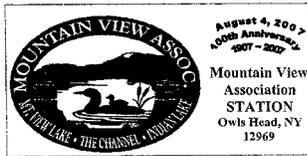
August 4, 2007  
Sarpy Co. Fair Station  
August 4, 2007  
Springfield NE 68059  
Sarpy County Tourism  
SARPY COUNTY FAIR STATION  
POSTMASTER  
PO BOX 9998  
SPRINGFIELD NE 68059-9998



August 4, 2007  
Greater Area Newton Chamber of  
Commerce  
NEWTON SESQUICENTENNIAL  
STATION  
POSTMASTER  
215 S 2ND AVE W  
NEWTON IA 50208-9998



August 4, 2007  
Tahquamenon Falls State Park  
TANNIN STATION  
POSTMASTER  
PO BOX 9998  
PARADISE MI 49768-9998



August 4, 2007  
 Mountain View Association  
 MOUNTAIN VIEW ASSOCIATION  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 OWLS HEAD NY 12969-9998



August 4, 2007  
 U.S. Postal Service  
 BAILEYVILLE IL  
 SESQUICENTENNIAL STATION  
 POSTMASTER  
 100 S COMMERCIAL ST  
 BAILEYVILLE IL 61007-9998



August 4, 2007  
 Florence 175th Anniversary  
 Committee  
 FLORENCE 175TH ANNIVERSARY  
 STATION  
 POSTMASTER  
 6628 HWY JJ  
 FLORENCE MO 65329-9998



August 4, 2007  
 Town of Horicon Historical Society  
 HEINTZELMAN LIBRARY 100TH  
 ANNIVERSARY STATION  
 POSTMASTER  
 6580 STATE RT 8  
 BRANT LAKE NY 12815-9998



August 4, 2007  
 Western IL Threshers Committee  
 WESTERN ILLINOIS THRESHERS  
 STATION  
 POSTMASTER  
 1160 BROADWAY  
 HAMILTON IL 62341-9998



August 4, 2007  
 Village of Carbon Cliff  
 CENTENNIAL STATION  
 POSTMASTER  
 PO BOX 9998  
 CARBON CLIFF IL 61239-9998



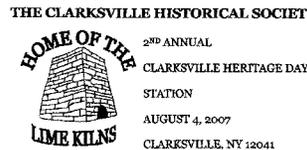
August 4, 2007  
 Town of Minetto  
 DUBOIS HOTEL STATION  
 POSTMASTER  
 10 CT RT 24  
 MINETTO NY 13115-9998



August 4, 2007  
 Town of Fowler  
 BICENTENNIAL STATION  
 POSTMASTER  
 97 MAIN ST  
 HAILESBORO NY 13645-9998



August 4, 2007  
 Town of Milton Chamber of  
 Commerce  
 MILTON 200TH ANNIVERSARY  
 STATION  
 POSTMASTER  
 219 MILTON ELLENDALE RD  
 MILTON DE 19968-9998



August 4, 2007  
 Clarksville Historical Society  
 CLARKSVILLE HERITAGE DAY  
 STATION  
 POSTMASTER  
 1967 DELAWARE TPK  
 CLARKSVILLE NY 12041-9998

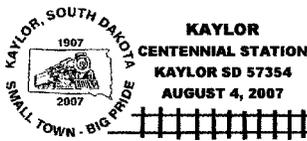


August 4, 2007  
 Government Employees Health  
 Association  
 GEHA 70TH ANNIVERSARY  
 CELEBRATION STATION  
 POSTMASTER  
 301 W LEXINGTON ST  
 INDEPENDENCE MO 64050-9998

CINPEX STATION  
 CINCINNATI, OH  
 45240  
 AUGUST 4, 2007



August 4-5, 2007  
 Greater Cincinnati Philatelic Society  
 CINPEX STATION  
 RETAIL SPECIALIST  
 1591 DALTON AVE  
 CINCINNATI OH 45234-9611



August 4, 2007  
 U.S. Postal Service  
 CENTENNIAL STATION  
 POSTMASTER  
 PO BOX 9998  
 KAYLOR SD 57354-9998



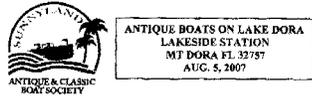
August 4-5, 2007  
 Pe Ell Pork and Pie Daze Committee  
 PORK AND PIE DAZE STATION  
 POSTMASTER  
 203 N MAIN ST  
 PE ELL WA 98572-9998



August 5, 2007  
 Milwaukee Brewers  
 MILWAUKEE BREWERS STATION  
 POSTMASTER  
 7440 W GREENFIELD AVE  
 WEST ALLIS WI 53214-9998



August 6-10, 2007  
 Society of Creative Anachronism  
 PENNSIC WAR STATION  
 POSTMASTER  
 400 S MAIN ST  
 SLIPPERY ROCK PA 16057-9998

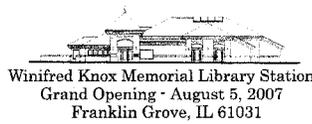


August 5, 2007  
 Sunnyland Antique and Classic Boat Society  
 LAKESIDE STATION  
 POSTMASTER  
 711 N DONNELLY ST  
 MOUNT DORA FL 32757-9998

**Huron County 4-H Programs STA**



August 7, 2007  
 Huron 4-H Club  
 HURON 4H PROGRAMS STATION  
 POSTMASTER  
 PO BOX 9998  
 BAD AXE MI 48413-9998



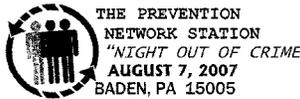
August 5, 2007  
 Carol Schrey  
 WINIFRED KNOX MEMORIAL  
 LIBRARY STATION  
 POSTMASTER  
 PO BOX 9998  
 FRANKLIN GROVE IL 61031-9998



August 7, 2007  
 National Letter Carriers Association  
 103RD NATIONAL CONVENTION  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 GRAND RAPIDS MI 49501-9998



August 5-11, 2007  
 Hartford Fair  
 HARTFORD FAIR STATION  
 POSTMASTER  
 14 S HIGH ST  
 CROTON OH 43013-9998



August 7, 2007  
 The Prevention Network  
 THE PREVENTION NETWORK  
 STATION  
 POSTMASTER  
 398 STATE ST  
 BADEN PA 15005-9998



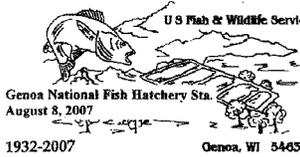
August 5-11, 2007  
 Shelbina Sesquicentennial Committee  
 SHELBINA SESQUICENTENNIAL  
 STATION  
 POSTMASTER  
 107 E CHESNUT ST  
 SHELBINA MO 63468-9998



August 7, 2007  
 Farmfest Committee  
 FARMFEST STATION  
 POSTMASTER  
 PO BOX 9998  
 FRANKLIN MN 55333-9998



August 6, 2007  
 RI Airport Corp.  
 AIRPORT STATION  
 POSTMASTER  
 325 STRAWBERRY FIELD RD  
 WARWICK RI 02886-9998



August 8, 2007  
 U.S. Fish and Wildlife Service  
 GENOA NATIONAL FISH HATCHERY  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 GENOA WI 54632-9998



August 6-9, 2007  
 The Improved Benevolence and Protective Order of Elks of the World  
 IBPO ELKS OF THE WORLD  
 STATION  
 POSTMASTER  
 1100 KINGS RD  
 JACKSONVILLE FL 32203-9998



August 8-11, 2007  
 Super Clean  
 KNOXVILLE NATIONALS STATION  
 POSTMASTER  
 201 E MARION ST  
 KNOXVILLE IA 50138-9998



**Bland County  
Fair Station**  
August 8-11, 2007  
Bland, VA 24315

August 8-11, 2007  
*Bland County Fair*  
BLAND COUNTY FAIR STATION  
POSTMASTER  
PO BOX 9998  
BLAND VA 24315-9998



August 10, 2007  
*Huckleberry, Inc.*  
HUCKLEBERRY STATION  
POSTMASTER  
PO BOX 9998  
TROUT CREEK MT 59874-9998



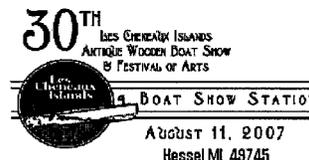
August 9, 2007  
*Tahoe Yacht Club Foundation*  
LAKE TAHOE CONCOURS  
D'ELEGANCE STATION  
POSTMASTER  
PO BOX 9998  
CARNELIAN BAY CA 96140-9998



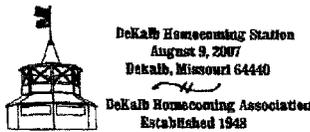
August 10-12, 2007  
*Southeast Regional and Louisiana  
State Hot Air Balloon  
Championships*  
PENNINGTON BALLOON STATION  
POSTMASTER  
PO BOX 9998  
BATON ROUGE LA 70801-9998



August 9, 2007  
*U.S. Postal Service*  
WOODEN BOAT STATION  
POSTMASTER  
950 N LAKE BLVD  
TAHOE CITY CA 96145-9998



August 11, 2007  
*Antique Wooden Boat Show and  
Festival Arts Committee*  
BOAT SHOW STATION  
POSTMASTER  
PO BOX 9998  
HESEL MI 49745-9998



August 9-11, 2007  
*DeKalb Homecoming Association*  
DEKALB HOMECOMING STATION  
POSTMASTER  
503 MAIN ST  
DEKALB MO 54440-9998



August 11, 2007  
*U.S. Postal Service*  
HUMMINGBIRD CELEBRATION  
STATION  
POSTMASTER  
PO BOX 9998  
WELDON CA 93283-9998



August 9-19, 2007  
*Missouri State Fair Committee*  
2007 MISSOURI STATE FAIR  
STATION  
POSTMASTER  
405 E FIFTH ST  
SEDALIA MO 65301-9998



August 11, 2007  
*Nebraska Official Soft Drink Heritage  
Foundation*  
KOOL AID DAYS CITY AUDITORIUM  
STATION  
POSTMASTER  
PO BOX 9998  
HASTINGS NE 68901-9998



August 10, 2007  
*U.S. Postal Service*  
GRAFTON Q125 STATION  
POSTMASTER  
PO BOX 9998  
GRAFTON NE 68365-9998



August 11, 2007  
*Gorham Historical Society*  
GORHAM HISTORICAL SOCIETY  
STATION  
POSTMASTER  
165 MAIN ST  
GORHAM NH 03581-9998



August 10, 2007  
*Joliet Centennial Celebration*  
JOLIET CENTENNIAL STATION  
POSTMASTER  
PO BOX 9998  
JOLIET MT 59041-9998



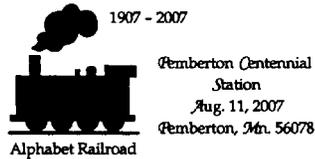
August 11, 2007  
*McEwensville Centennial*  
MCEWENSVILLE  
SESQUICENTENNIAL STATION  
POSTMASTER  
PO BOX 9998  
MCEWENSVILLE PA 17749-9998



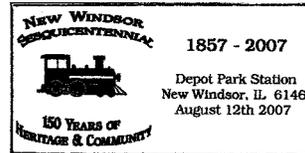
August 11, 2007  
 Mannington District Fair  
 FAIRGROUND STATION  
 POSTMASTER/OIC  
 PO BOX 9998  
 MANNINGTON WV 26582-9998



August 12, 2007  
 U.S. Postal Service  
 DEER CREEK STATION  
 POSTMASTER  
 PO BOX 9998  
 STERLING NE 68443-9998



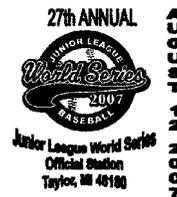
August 11, 2007  
 Pemberton Centennial Committee  
 PEMBERTON CENTENNIAL  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 PEMBERTON MN 56078-9998



August 12, 2007  
 New Windsor Sesquicentennial  
 Committee  
 DEPOT PARK STATION  
 POSTMASTER  
 PO BOX 9998  
 NEW WINDSOR IL 61465-9998



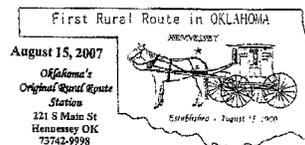
August 11-12, 2007  
 Fowler Sesquicentennial Committee  
 SESQUICENTENNIAL  
 CELEBRATION STATION  
 POSTMASTER  
 307 QUINCY ST  
 FOWLER IL 62338-9998



August 12-18, 2007  
 U.S. Postal Service  
 JUNIOR LEAGUE WORLD SERIES  
 OFFICIAL STATION  
 POSTMASTER  
 24837 GODDARD RD  
 TAYLOR MI 48180-9998



August 11-12, 2007  
 Mitchell County Historical Society  
 CEDAR VALLEY MEMORIES  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 ORCHARD IA 50460-9998



August 15, 2007  
 U.S. Postal Service  
 OKLAHOMAS ORIGINAL RURAL  
 ROUTE STATION  
 POSTMASTER  
 221 S MAIN ST  
 HENNESSEY OK 73742-9998



August 12, 2007  
 U.S. Postal Service  
 125TH ANNIVERSARY STATION  
 POSTMASTER  
 PO BOX 9998  
 DOLAND SD 57436-9998

— Stamp Services,  
 Government Relations, 8-2-07

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

Customers have 60 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](http://www.usps.com/shop).

Customers may submit #6 or #10 covers constructed of paper rated as “laser safe.” The Postal Service™ recommends 80-pound Accent Opaque, acid-free envelopes, 9/16" side seams with no glue on the flap. There is a minimum of 10 covers at 50 cents per postmark required at the time of servicing. You may submit a check, money order, or credit card for payment. Two test envelopes must be included. For covers with graphics or lettering, please note the maximum size of all digital color postmarks is 2" high x 4" long. The Postal Service reserves the

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

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 within 60 days of the first day of issue date.

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 the following address:



Digital Color Pictorial

**Marvel Comic Heroes Stamps**

Available through September 26, 2007

POSTMASTER  
PO BOX 86530  
SAN DIEGO CA 92186-6530



Black and White Pictorial

**Marvel Comic Heroes Stamps**

Available through September 26, 2007

POSTMASTER  
PO BOX 86530  
SAN DIEGO CA 92186-6530



Digital Color Pictorial

**Pacific Lighthouses Stamps**

Available through August 21, 2007

POSTMASTER  
400 W OCEAN AVE  
WESTPORT WA 98595-9998



Digital Color Pictorial

**Pollination Stamps**

Available through August 29, 2007

POSTMASTER  
SPECIAL CANCELLATIONS  
900 BRENTWOOD RD NE  
WASHINGTON DC 20066-9998

## Supply Management

### Notice: Replacement Separator Cards Now Available Online

The Postal Automated Redirection System (PARS) Separator Cards are now available for ordering online. To place an order, use Siemen's Online Help Desk Web site <http://siemens.jcfcommunications.com/tnewpars.asp>. You don't need a login to place an order. Orders are sent directly to Siemens After Market Sales (AMS) department for processing.

The online order form is similar to the current fax form. To complete an order, you must provide your site information, ZIP Code™ to be printed, shipping information, shipping method, payment method, as well as the type and quantity of cards.

When you place your order, you will receive a confirmation with a ticket number and a note stating that you will be contacted to confirm the order. (See example of confirmation below.)

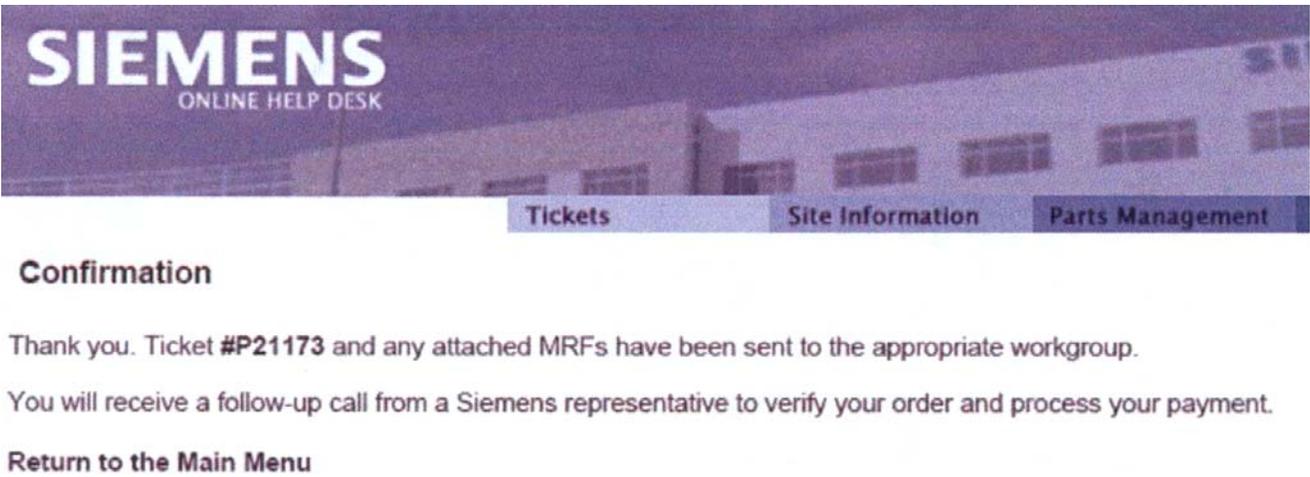
**Note:** Siemens AMS will not process orders without verbal confirmation of the order and, if paying by credit card, the credit card number will be taken during the telephone call by a Siemens AMS sales person.

All separator card shipments are wrapped with a red shrink-wrap for easy identification. The cost of the separator cards are as follows:

- Full Deck: \$119.00 each.
- Set of 20: \$ 11.00 each.

Cards are shipped by Express Mail® or Priority Mail®. Allow 2 weeks for delivery after you place your order.

You may also continue to order separator cards by contacting Paula Hunter or Pat Lewis at Siemens AMS at 800-528-4069 or 800-938-7378.



**SIEMENS**  
ONLINE HELP DESK

Tickets Site Information Parts Management

**Confirmation**

Thank you. Ticket #P21173 and any attached MRFs have been sent to the appropriate workgroup.

You will receive a follow-up call from a Siemens representative to verify your order and process your payment.

[Return to the Main Menu](#)

— Capital Equipment Material Management, Supply Management, 8-2-07

### Correction: If You Need Nitrile, Medical Grade Examination Gloves, Then OfficeMax Is Your Source

The article "If You Need Nitrile, Medical Grade Examination Gloves, Then OfficeMax Is Your Source" in *Postal Bulletin* 22211 (7-19-07, page 65), incorrectly lists the number of AMMEX nitrile, medical grade examination

gloves packaged in a box. Each size is packaged in a box of 100 gloves.

— Office Products and Utilities CMC,  
Supply Management, 8-2-07

# Add Your Personal Touch



Send gifts with  
**DECORATIVE**  
shipping supplies

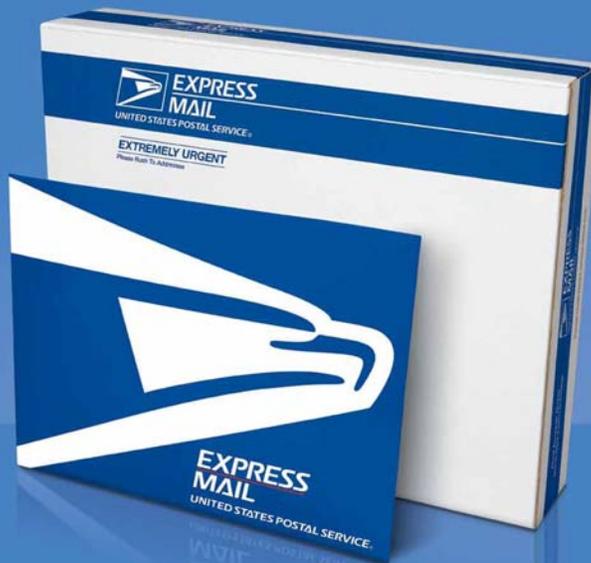


475 L'ENFANT PLAZA SW  
WASHINGTON DC 20260-5540

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Postage & Fees Paid  
USPS  
Permit No. G-10

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\*Next-day delivery to many locations. Some restrictions may apply. See a Retail Associate for money-back guarantee details.