

usps postal|bulletin

PUBLISHED SINCE MARCH 4, 1880

Nov. 2nd is Election Day

Our role is critical in making the mail move!

IDENTIFY



PROCESS



DELIVER



See page 3.



Contents

COVER STORY

Be Prepared — Vote-by-Mail Is on the Rise 3

POLICIES, PROCEDURES, AND FORMS UPDATES

Manuals

DMM Revision: Option to Omit Horizontal Bars on Business Reply Mail Letters and Cards With Intelligent Mail Barcodes 11
 DMM Revision: Addition of Express Mail and Priority Mail Letters and Flats Standards 12
 DMM Revision: Realignment of ZIP Code 458: Revision to Destination Entry Exhibits 12

Handbooks

Handbook F-1 Revision: Accounting and Reporting Policy 13
 Handbook F-101 Revision: Back Pay Claims Processing 16

Publications

Publication 223 Revision: Directives and Forms Update 17

Management Instructions

Management Instruction AS-870-2010-1, Electronic Messaging 17
 Management Instruction EL-730-2010-2, Submitting Requests for Purchases of Training Services 18

Memorandums of Policy

New Memorandum of Policy: Postal Service Policy on Workplace Harassment 18

Notices

Revised Editions of Notice 32-B and Notice 32-C Will Be Available Soon, But Previous Versions Are Still Valid 41

ORGANIZATION INFORMATION

Delivery

All Post Offices With Rural Delivery Service: Rural Carrier Guarantee Period 42

Finance

State Withholding Information (State Form W-4) Entry Into PostalEASE 42

Human Resources

Penalty Overtime Exclusion 42

Intelligent Mail and Address Quality

Reminder: Nine-digit Mailer ID Conformance Notice 43
 Post Office Changes 43

Mailing and Shipping Services

Mail Alert 44
 Be Ready for Election 2010 45

Philately

Pictorial Postmarks Announcement 51
 How to Order the First Day of Issue Digital Color or Traditional Postmarks 56

Retail

November Consumer Product of the Month: Photostamps and ReadyPost Tape 58
 Stop Sending Copies of PS Form 8176, Premium Forwarding Service Application, to Headquarters 58

Supply Management

Supply Management Facilities Portfolio Relocation 59
 Immediate Action Required: Custodial Rental Requisitions Must Be Completed in eBuy2 Starting October 1, 2010 59

PULL-OUT INFORMATION

Fraud

Domestic Order 21
 Withholding of Mail Orders 21
 Invalid Express Mail Corporate Account Numbers 21
 Missing, Lost, or Stolen U.S. Money Order Forms 24
 Missing, Lost, or Stolen Canadian Money Order Forms 29
 Verifying U.S. Postal Service Money Orders 32
 Counterfeit Canadian Money Order Forms 32
 Toll-Free Number Available to Verify Canadian Money Orders 32

Other Information

Overseas Military/Diplomatic Mail 33
 Displaying the U.S. Flag and the POW-MIA Flag 38
 Thrift Savings Plan Fact Sheet 39

Postal Bulletin Index

Semi-Annual Index PB 22288 (7-1-10)



Angel With Lute Stamp

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



Cover Story

Be Prepared — Vote-by-Mail Is on the Rise

To increase voter turnout and make it more convenient for citizens to participate in elections, many states nationwide have adopted new policies such as “No Excuse Absentee Voting” and “Vote-by-Mail.” These alternatives to the traditional obligation of going to a polling station on Election Day provide the Postal Service™ with an opportunity to increase First-Class Mail® volume and revenue, and enhance the value of mail.

In order to attract this new volume and retain it, we must be ready to provide reliable service for this very important and time-sensitive mail.

Here’s what postal employees need to do:

- Be alert for the green Tag 191, *Domestic and International Mail-In Ballots*, which identifies ballot mail.
- Be alert for the Official Election Mail logo, which is used to identify individual pieces of election mail. The logo may be printed in black, blue, or red ink.

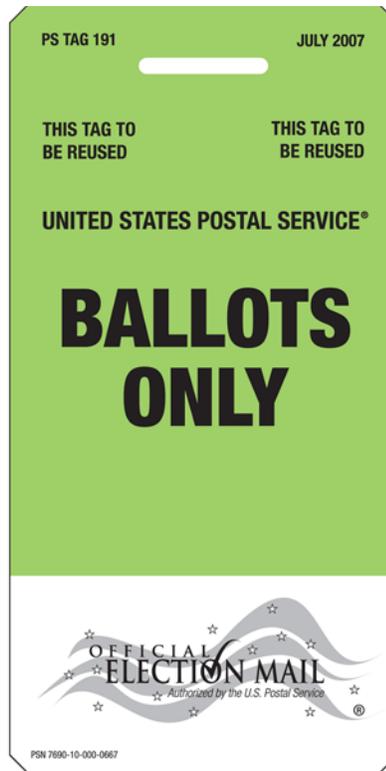


- Promptly handle all ballot and official election mailings.

Refer to the standard operating procedures beginning on page 5. See also “Be Ready for Election 2010” on page 45.

Political Campaign Mail

The Postal Service is responsible for providing information to assist in the preparation and deposit of political campaign mailings, as well as for the proper acceptance, processing, delivery, and recording of these mailings. Our job is to ensure that each mailing is handled properly and with equal care and attention.





Be alert for the red Tag 57, *Political Campaign Mailing*. We must expedite any political campaign mailing through our operations. Any delay in processing political campaign mailings must be documented. Here are some guidelines to follow:

Late Deposit

- Inform mailers attempting to deposit political campaign mailings that may be too late for delivery by the election date under Postal Service delivery objectives of the potential for late delivery. Document and maintain this advice on the Late Arriving Mail Report (see page 10).

Report of Delays

- Give immediate attention to any reported delay in processing or delivering political campaign mailings and fully document inquiries made and subsequent action taken.

Handling of Undeliverable as Addressed Mail

- If a significant amount of a campaign mailing is received that is undeliverable as addressed, postmasters must inform the applicable campaign office before any action to dispose of such mail. Postmasters should also coordinate any such situations with their area political campaign mail coordinator.

Processing and Delivery Records

- Managers, Business Mail Entry, and postmasters must keep documented records of all political campaign mailings that are deposited or received at their offices, with particular attention to those deposited or received too late for timely delivery.

At a minimum, these documented records must include the following:

- The name of the mailer.
- A sample, photocopy, or description of the mailing.
- The date and time the mailing was received for dispatch or delivery.
- The Election Day deadline and, if applicable, the date of requested delivery.

- If applicable, the approximate number of pieces not delivered before the Election Day deadline and/or the date of requested delivery and the reasons why delivery was not timely.
- The approximate volume of any Standard Mail items consigned to waste upon instruction by the mailer.

PostalOne! Sites

There is a new feature in *PostalOne!* for acceptance clerks to tag all political mailings.

*This is a Political Campaign mailing: Yes No

When processing a postage statement for political mailings, select the required “Yes” box for “This is a Political Campaign mailing” question. Checking the box is critical, as it will allow the Postal Service to extract data on political mailings. In addition to this new feature, employees must maintain a manual Political Mailing Log (see page 8).

Refer to the standard operating procedures on page 5.

New Express Mail Label 11-DOD for Military Absentee Voting



Military personnel in APO/FPO/DPO locations will be able to return absentee ballots via Express Mail® service using the new Express Mail Label 11-DOD. This blue Express Mail label will be affixed to the top of the absentee ballot return envelope or flat. The absentee ballot return envelope may be as small as a #10 business-sized envelope or as large as a flat-sized envelope.

These Express Mail shipments will arrive from International Service Centers in Express Mail sacks and must remain in the Express Mail stream to the delivery unit. Both the “Waiver of Signature” request and “Guaranteed by End of Day” endorsement are printed on the blue label. No deviation for delivery by a specific time is necessary, and the shipments should always be delivered on the day they arrive at the delivery Post Office™.

Express Mail postage will be paid by the federal government. No postage should be charged at the destination, regardless of the type of envelope or flat used — even if the original is a Business Reply Mail envelope or flat.

Processing operations employees must ensure absentee ballot envelopes or flats with the Express Mail Label 11–DOD affixed at the top remain in the Express Mail stream and receive an Enroute scan event. Customer Service and Delivery employees must identify incoming absentee ballot envelopes or flats as Express Mail shipments and ensure they receive the appropriate scan events and are delivered as Express Mail.

Election 2010: Standard Operating Procedure (SOP) for Acceptance Units

For political campaign mail, *Postal Operations Manual* (POM) 492, defines the responsibilities of the marketing manager (and staff). POM 492.32 states that marketing managers are responsible for ensuring proper premailing assistance is provided to all committees of political parties, all candidates for public office, and all candidate campaign committees within their jurisdiction. Although not specifically addressed in the POM, official election mail also deserves prompt attention during processing.

Responsibilities of the marketing manager

The marketing manager (or designee) must:

- Provide information to processing and distribution managers, postmasters, and the managers, Post Office Operations on customer issues or mailing circumstances that may affect their operations.
- Monitor compliance of Business Mail Entry, Consumer Affairs, and the Business Service Network in meeting their responsibilities as listed in this SOP.

Responsibilities for the Business Mail Entry Unit (BMEU) Function

The manager, Business Mail Entry, and the BMEU personnel must:

- Ensure all mailing supplies (trays, sacks, labels, tags, postage statements, etc.) requested by political parties, candidates, and election officials to prepare their mail are available and provided promptly.
- Ensure all BME personnel are up to date with the information and procedures on political mail in POM 492, *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM[®]) 703.1.3, and Handbook DM-109, *Business Mail Acceptance*.
- Ensure prompt acceptance of political campaign mail and official election mail presented to the BMEU, as far as practicable.
- Ensure all trays and sacks containing political campaign mail are identified with red Tag 57.
- Ensure all trays and sacks containing official ballot mail are identified with green Tag 191.
- At *PostalOne!* sites, ensure that each political campaign mailing and official election mailing accepted in the BMEU is properly identified as a political mailing by clicking the “Yes” choice to the question “This is a Political Campaign mailing”. This action does not

negate the need to enter the mailing on the Log for Official Election Mail and Political Campaign Mail.

- Ensure that each campaign political mailing and official election mailing accepted in the BMEU is entered on the Log for Official Election Mail and Political Campaign Mail.
- Ensure each accepted political campaign mailing and official election mailing is placed in a designated container that is then placed in an area designated only for these types of mailings.
- Immediately call or otherwise notify the processing supervisor after the accepted political campaign mail or official election mail is placed in the designated staging area.
- Record the time of the call or notification and the name of the processing supervisor notified on the Log for Official Election Mail and Political Campaign Mail.
- Enter the time the mail is picked up by processing personnel from the designated staging area on the Log for Official Election Mail and Political Campaign Mail.
- Use the Advance Notification of Mailing Form (see page 7) for mailings over 25,000 pieces.
- Observe the designated staging area for accepted political campaign mailings and official election mailings, on a continual basis, and make sure that the mail is promptly handled.
- Publicize the schedule of mail preparation seminars in the district to all candidates, political mailers, and election officials, and schedule additional seminars, as needed.
- Monitor the political campaign mailings and official election mailings accepted and report any preparation problems by completing the Issue Report.

Responsibilities for the Mailing Requirements Function

The manager, Business Mail Entry, who oversees the mailing requirements personnel must:

- Ensure all mailing requirements personnel are up to date with the information and procedure on Political Campaign Mail in POM 492, DMM 703.1.3, and Handbook DM-109, *Business Mail Acceptance*.

Election 2010: Standard Operating Procedure (SOP) for Convenience Deposit Point (CDP) Acceptance and Associate Offices

Responsibilities of at Convenience Deposit Point (CDP) Personnel

Personnel at CDP acceptance locations must:

- Follow all existing procedures for receiving mailings at the CDP for transport to the Business Mail Entry Unit (BMEU).
- Ensure all containers (trays, sacks) of political campaign mail are identified with red Tag 57.

Note: Ensure all containers (trays, sacks) of ballot mail are identified with green Tag 191. Tag 191 is to be used only to identify ballot mail. It should not be used to identify containers of other types of official election mail, such as polling place notices, vote registration notices, or other ballot-related materials.

- Place political campaign mailings and official election mailings received at the CDP in a separate transport container or cart.
 - Place a red Tag 57 or green Tag 191, as appropriate, on the outside of the transport cart, along with the orange unverified permit mail tag.
 - Place transport containers with political campaign mailings and official election mailings on the earliest available dispatch.
- Keep records of political campaign mailings and official election mailings received and dispatched from the CDP to the BMEU on the Log for Official Election Mail and Political Campaign Mail.
 - Document any inquiries and actions taken in response to delayed processing or delivery of political campaign mail or official election mail on the Issue Report (see page [9](#)).
 - Notify the district Election 2010 coordinator of any delays or processing issues with political campaign mail or official election mail on the Issue Report.

— *Transactions and Correspondence,
Mailing and Shipping Services, 10-21-10*

Advance Notification of Mailing Form

ADVANCE NOTIFICATION OF MAILING for Official Election Mail or Political Campaign Mail <i>(Recommended for mailings over 25,000 pieces)</i>	
TYPE OF MAILING (check one): <input type="checkbox"/> Official Election Mail <input type="checkbox"/> Political Campaign Mail	
TO: POSTMASTER City, State: _____ ZIP+4 Code: _____	FROM: MAIL OWNER Office/Org. Name: _____ Address: _____ City, State: _____ ZIP+4 Code: _____
POST OFFICE OF ENTRY:	MAIL OWNER'S CONTACT PERSON: PHONE:
DATE OF MAILING:	ZIP CODE RANGES IN MAILING:
MAILING VOLUME (number of pieces):	MAILPIECE TYPE (check one): <input type="checkbox"/> Letter <input type="checkbox"/> Flat <input type="checkbox"/> Other _____
CLASS OF MAIL (check one): <input type="checkbox"/> First-Class Mail <input type="checkbox"/> First-Class Mail—FREE Absentee Ballots for Overseas Military Personnel <input type="checkbox"/> Standard Mail <input type="checkbox"/> Nonprofit Standard Mail <input type="checkbox"/> Other _____	POSTAGE PAID BY (check one): <input type="checkbox"/> First-Class Mail Stamps <input type="checkbox"/> Permit Imprint <input type="checkbox"/> Metered Postage <input type="checkbox"/> Precanceled Stamps <input type="checkbox"/> Other _____
NAME OF MAILING AGENT: Name: _____ Address: _____ City, State: _____ ZIP+4 Code: _____	MAILING AGENT'S CONTACT PERSON: PHONE: TARGET DELIVERY DATE(S):

PLEASE ATTACH A SAMPLE OF THE MAILPIECE TO THIS FORM.

SIGNED: _____

POSTMASTER — PLEASE RETURN A COPY OF THIS COMPLETED FORM TO:

ELECTION 2010 COORDINATOR
 U.S. POSTAL SERVICE
 [Address] _____
 [City, State, ZIP+4 Code] _____
 Phone: _____ FAX: _____
 E-mail: _____

Issue Report for Official Election Mail or Political Campaign Mail

Issue Report for Official Election Mail or Political Campaign Mail <small>This report may be initiated by a mailer inquiry or by a Postal Service employee.</small>	
Report Filing Information	
Type of Mailing (check one): <input type="checkbox"/> Official Election Mail <input type="checkbox"/> Political Campaign Mail	
Date Issue Reported: _____	
Person Reporting the Issue: _____ Phone: _____	
Office Name: _____	
Mailpiece Details	
Permit No: _____ Office Where Permit is Held: _____	
Name of Permit Holder: _____	
Phone/Address/Contact Information on Mailpiece: _____ _____	
Contact name (if known): _____	
Issue Details	
Briefly explain the problem: _____ _____	
Explain the resolution and status: _____ _____	
PLEASE RETURN A COPY OF THIS COMPLETED FORM TO:	

ELECTION 2010 COORDINATOR

U.S. POSTAL SERVICE

[Address] _____

[City, State, ZIP+4 Code] _____

Phone: _____ FAX: _____

E-mail: _____

Late Arriving Mail Report

Late Arriving Report for Official Election Mail or Political Campaign Mail
Report Filing Information Type of Mailing (check one): <input type="checkbox"/> Official Election Mail <input type="checkbox"/> Political Campaign Mail Date Issue Reported: _____ Person Reporting the Issue: _____ Phone: _____ Office Name: _____ ZIP Code _____
Mailpiece Details Permit No: _____ Office Where Permit is Held: _____ Name of Permit Holder: _____ Phone/Address/Contact Information on Mailpiece: _____ _____ Contact name (if known): _____
Acceptance Details Date and Time Mail Arrived at Office: _____ Sack/Tray/Tub Count: _____ Estimated Number of Pieces: _____ Disposition of Mail: _____ Explain when and how the mail was discovered: _____ _____ _____
PLEASE RETURN A COPY OF THIS COMPLETED FORM TO:

ELECTION 2010 COORDINATOR

U.S. POSTAL SERVICE

[Address] _____

[City, State, ZIP+4 Code] _____

Phone: _____ FAX: _____

E-mail: _____

Policies, Procedures, and Forms Updates

Manuals

DMM Revision: Option to Omit Horizontal Bars on Business Reply Mail Letters and Cards With Intelligent Mail Barcodes

Effective November 1, 2010, the Postal Service™ will revise *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®) 507.9 to permit customers producing letter-size (including cards) Business Reply Mail® (BRM) pieces with Intelligent Mail® barcodes the option to omit the horizontal bars that are printed below the postage imprint.

Business mailers have requested design changes, such as removing the horizontal bars, on BRM letters and cards to provide additional space on the mailpiece. The Postal Service reviewed this request and determined that while the horizontal bars are easily recognizable and help to ensure postage is collected for this mail, it is feasible to make the bars optional when using an Intelligent Mail barcode (IMb™), without risk to postal revenue.

Mailers may design BRM letters and cards that bear an IMb with or without the horizontal bars. The Postal Service–preferred BRM design includes the horizontal bars.

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

* * * * *

500 Additional Mailing Services

* * * * *

507 Mailer Services

* * * * *

9.0 Business Reply Mail (BRM)

* * * * *

9.7 Mailpiece Characteristics

* * * * *

9.7.5 Window Envelopes

The following standards apply to BRM prepared in an open-panel or a covered window envelope:

* * * * *

- b. Covered window envelopes:

[Revise text in 9.7.5b1 by inserting a new last sentence as follows:]

- 1. ***Horizontal bars may be omitted only on letter-size BRM bearing Intelligent Mail barcodes.

* * * * *

- c. Open panel window envelopes:

[Revise text in 9.7.5c1 by inserting a sentence at the end as follows:]

- 1. ***Horizontal bars may be omitted only on letter-size BRM bearing Intelligent Mail barcodes.

* * * * *

9.7.9 Labels for Letter-Size Pieces

The following standards apply to BRM labels for use on letter-size pieces:

[Add a new second to last sentence to 9.7.9a as follows:]

- a. ***Exception: The vertical series of horizontal bars must be at least 3/4-inch high. Horizontal bars may be omitted on BRM letter-size pieces bearing Intelligent Mail barcodes.***

* * * * *

9.8 Format Elements

* * * * *

9.8.7 Horizontal Bars

[Add new last sentence to 9.8.7 as follows:]

***Horizontal bars may be omitted on BRM letters and cards bearing Intelligent Mail barcodes.

* * * * *

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

— *Mailing Standards, Pricing, 10-21-10*

DMM Revision: Addition of Express Mail and Priority Mail Letters and Flats Standards

Effective November 1, 2010, the Postal Service™ is revising sections 200 and 300 of the *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®) to add new sections 210, 220, 310, and 320 for Express Mail® and Priority Mail® letters and flats.

This revision does not set any new standards, but instead copies the relevant standards from the current 410 and 420 DMM sections in recognition that not all Express Mail and Priority Mail shipments are parcel-shaped. This will also provide a structure that allows clearer develop-

ment of new standards that may be applicable to only letter-size or flat-size Express Mail or Priority Mail items.

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

— *Mailing Standards, Pricing, 10-21-10*

DMM Revision: Realignment of ZIP Code 458: Revision to Destination Entry Exhibits

Effective November 1, 2010, the Postal Service™ will revise *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®) Exhibits 246, 346, 366, 446, 456, and 466 to align the destination network distribution center (DNDC) for mailings to 3-digit ZIP Codes™ with a prefix of 458 that have moved from the Cincinnati network distribution center (NDC) to the Detroit NDC.

These changes coincide with the Labeling List 601 changes announced in the article “DMM Revision: Labeling List Changes” in *Postal Bulletin 22295* (10-7-10, pages 5–9).

We encourage mailers to make the related changes to their DNDC mailings immediately. DNDC mailings entered on and after December 16, 2010, must include this change.

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

*	*	*	*	*
200	Commercial Letters and Cards			
*	*	*	*	*
240	Standard Mail			
*	*	*	*	*
246	Enter and Deposit			
*	*	*	*	*

3.0 Destination Network Distribution Center (NDC) Entry

3.1 Definition

* * * * *

Exhibit 3.1 NDC/ASF—DNDC Eligibility

[Revise exhibit 3.1 by shifting 3-digit ZIP Code 458 from NDC Cincinnati OH to NDC Detroit MI and resequence the ZIP Codes in Cincinnati as follows:]

* * * * *

Eligible Destination ZIP Codes	Entry Facility
* * * * *	
434-436, 458, 465-468, 480-497	NDC Detroit MI 48399
* * * * *	
250-253, 255-259, 266, 400-418, 421, 422, 425-427, 430-433, 437, 438, 450-457, 459-462, 469-474	NDC Cincinnati OH 45900

* * * * *

[Repeat the above changes in Exhibits 346.3.1, 366.4.1, 446.3.1, 453.3.1.3, and 466.4.4.]

* * * * *

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, 10-21-10*

Handbooks

Handbook F-1 Revision: Accounting and Reporting Policy

Effective immediately, the following sections of Handbook F-1, *Accounting and Reporting Policy*, are revised to reflect current Postal Service™ policy.

Handbook F-1, *Accounting and Reporting Policy*

Transmittal Letter

[Revise 4 to read as follows:]

- 4. **Comments and Questions.** Address any comments or questions on the content of this handbook to:

FIELD AND INTERNATIONAL ACCOUNTING
 US POSTAL SERVICE HEADQUARTERS
 475 L'ENFANT PLZ SW RM 8831
 WASHINGTON DC 20260-5242

* * * * *

2 General Policies

* * * * *

2-4 Financial Reporting Framework

2-4.1 Financial Reporting Framework

* * * * *

2-4.1.2 Finance Numbers

* * * * *

2-4.1.2.1 Field Units Policy

[Revise first paragraph to read as follows:]

Requests for new finance numbers must have the concurrence, depending upon the point of origin, of the district manager and the vice president of Area Operations. The request providing the justification for a new finance number must be submitted with supporting documentation to the manager of Field and International Accounting, Headquarters, for review and concurrence. If Accounting concurs, the request is forwarded to the deputy postmaster general/ chief operating officer (DPMG/COO) for final approval of the field request. Corporate Accounting will advise the originating requestor or designated contact whether the request is approved or denied.

* * * * *

2-4.1.3 Chart of Accounts

* * * * *

2-4.1.3.2 Headquarters Units Policy

* * * * *

[Revise second paragraph to read as follows:]

All Headquarters unit requests for changes in the charts of accounts must be submitted directly to Field and International Accounting, Headquarters.

* * * * *

2-4.1.11 Accounting Accruals

* * * * *

2-4.1.11.2 Headquarters Units Policy

* * * * *

2-4.1.11.2.5 Liquidation of Accruals

[Revise section to read as follows:]

Corporate Accounting and Accounting Services must ensure that all prior-year field accruals are cleared or reversed by the date stated in the closing instructions:

- a. All accruals are reversed against their associated actual transactions as the actual transactions are processed.
- b. Accruals for a fiscal-year close that are not liquidated by the following November close are reversed as a credit to a service-wide finance number.
- c. Any related, subsequent current-year payments will then be charged as a current-year expense to the budget holder.

* * * * *

2-4.1.13 Journal Entries

* * * * *

2-4.1.13.2 Headquarters Units Policy

[Revise section to read as follows:]

Journal entries originated by Corporate Accounting and Accounting Services must be approved by an authorized individual prior to entry into the JEV system. The posting of all journal vouchers to the general ledger must be verified by Accounting Services JEV entry location personnel.

* * * * *

2-5 Internal Controls

* * * * *

2-5.2 Internal Control Monitoring

* * * * *

2-5.2.1 Separation of Duties

2-5.2.1.1 Field Units Policy

* * * * *

[Revise second paragraph to read as follows:]

If a separation of duties cannot be maintained due to staffing limits, a deviation must be approved in writing by the next higher level manager with concurrence from the district finance manager (DFM). Working postmasters in cost ascertainment grouping (CAG) H through L offices are excluded from requesting an approval of deviation. The area accounting manager or designee is responsible for randomly reviewing offices that cannot maintain a separation of duties to ensure financial controls are not violated and reporting the results to the district finance manager.

* * * * *

2-5.2.1.2 Headquarters Units Policy

[Revise section to read as follows:]

Headquarters units must separate the duties of employees who account for assets from those who have access to various assets, and of employees who authorize transactions from those who record or reconcile data, etc. Segregation of duties policies that apply to specific areas are set forth within those sections of this handbook or in specific desk procedures within each Headquarters unit's operation.

* * * * *

2-8 Regulatory Compliance

[Revise section to read as follows:]

Although the Postal Service is exempt from complying with many laws and regulations, Field and Headquarters units must comply with designated laws and regulations that specifically affect financial reporting as determined by Corporate Accounting and General Counsel.

Corporate Accounting and Payroll Accounting will monitor changes in laws and regulations and will coordinate with Accounting Services to ensure compliance.

When a conflict exists between bargaining agreements and Laws/Regulations in financial reporting, Laws/Regulations will take precedent in compliance.

* * * * *

3 Assets

* * * * *

3-1 Cash and Cash Equivalents

3-1.1 Operating Cash

* * * * *

3-1.1.2 Headquarters Units Policy

* * * * *

3-1.1.2.2 Customer Refunds

[Revise section to read as follows:]

Accounting Services is not authorized to make cash refunds. All refunds should be processed by EFT or check.

Accounting Services is authorized to make refunds of postage meter balances to customers after validation of the meter register readings in NMAT.

* * * * *

3-2 Receivables and Allowance for Uncollectible Accounts

* * * * *

3-2.2 U.S. Government Receivables

3-2.2.1 Field Units Policy

[Revise section to read as follows:]

On the first business day after the 15th of the month, field units not activated on *PostalOne!*, with official mail activity, must close out their monthly reports for all transactions since the previous month's closeout and forward to the Scanning and Imaging Center (SIC) for processing by Accounting Services. *PostalOne!* sites do not perform a monthly close out, all official mail transactions must be entered daily into the *PostalOne!* system.

* * * * *

3-2.3 Other Receivables

* * * * *

3-2.3.2 Headquarters Units Policy

[Revise section to read as follows:]

The establishment and/or adjustment of an accounts receivable must be processed by an authorized employee except for those generated automatically by system business rules.

Accounting Services is responsible for moving field unit receivable items to the Oracle accounts receivable system. A properly completed PS Form 1902 must be received from a field unit. Accounting Services is also responsible for monitoring accounts receivable activity and for generating invoices, monthly statements, and delinquency notices for accounts receivable items.

Finance charges may be assessed on delinquent receivable accounts as determined by Corporate Accounting and other stakeholders. This group is also responsible for advising Accounting Services of any change in the finance rate and date of implementation.

Accounting Services is authorized to process customer overpayments refunds to customers as identified. Unapplied cash receipts related to accounts receivable must be reviewed by Accounting Services in detail not less than once per month to facilitate timely resolution of all such items. Individual receivable items may be adjusted by

Accounting Services for many reasons, including, but not limited to, cases of bankruptcy notification, grievance settlements, or the death of current or former employees. To be processed, accounts receivable adjustments require approvals within the Oracle accounts receivable system based on the dollar value of the adjustment. Adjustments and credit memos over \$5,000 to any individual receivable item must be approved by an Executive and Administrative Schedule (EAS) employee from Accounting Services or Headquarters.

With the exception of active employee receivable items, individual receivable items less than \$25 may be adjusted by Accounting Services with no additional approval.

Uncollected individual receivable items over \$25 meeting Cross Servicing criteria will be turned over for collection.

Accounting Services is responsible for following the provisions of the Debt Collection Improvement Act (DCIA). This act provides the option of referring delinquent debt to a collection agency and/or the U.S. Treasury offset program.

* * * * *

3-2.4 Allowance for Uncollectible Accounts

* * * * *

3-2.4.2 Headquarters Units Policy

[Revise section to read as follows:]

Allowance for uncollectible accounts is reviewed and evaluated quarterly for overall reasonableness by Corporate Accounting and Accounting Services.

Accounting Services generates and reviews aging reports monthly for unusual items or trends that could impact the quarterly allowance review. The quarter end allowance adjustments must be approved by Corporate Accounting.

Accounting Services is authorized to request field units to provide an assessment of receivable collectability if necessary.

* * * * *

3-6 Property and Equipment

3-6.2 Buildings, Land, and Leasehold Improvements

3-6.2.1 Responsibilities

* * * * *

3-6.2.1.2 Headquarters Units Policy

* * * * *

3-6.2.1.2.2 Facilities

* * * * *

FSOs managers ensure that:

* * * * *

[Revise item e to read as follows:]

- e. Assets and Payables, Corporate Accounting, provides guidance to Accounting Services in regard to complex and nonstandard real estate transactions (e.g., swaps, sales-and-leasebacks) prior to recordation.

* * * * *

3-6.6 Construction in Progress

[Revise section to read as follows:]

The Postal Service records the costs of all construction projects and segregates those costs in separate general ledger accounts to facilitate accounting and financial reporting requirements. Construction-in-progress asset detail information must be maintained to adequately specify projects for capitalization. Construction-in-progress projects are capitalized as depreciable assets when deployed (equipment) or when placed into service (buildings). The Postal Service records property and equipment at cost, including the interest paid on the money borrowed to pay for the construction of major capital additions.

* * * * *

3-6.6.2 Headquarters Units Policy

[Revise section to read as follows:]

Assets and Payables, Corporate Accounting, develops policy for capitalization of assets.

Accounting Services periodically reconciles construction-in-progress asset records with their applicable general ledger accounts.

* * * * *

4 Liabilities

* * * * *

4-3 Customer Deposit Accounts

* * * * *

4-3.2 Headquarter Units Policy

[Revise section to read as follows:]

The unused balance of a postage evidencing device (PED) is a liability to the Postal Service. Accounting Services is responsible for identifying and correcting Meter Movement Report (MMR) and Computerized Meter Resetting System (CMRS) errors identified in the web-based National Meter Activity Tracking System (NMATS).

Accounting Services is authorized to make refunds of PED balances to customers after validation of the meter register readings in NMAT.

When a customer sends a check to load a PED under CMRS, and the check is returned, the bank will notify the meter company. If collection is necessary, Accounting Services will send the customer a collection letter via First-Class Mail service. If not collected in a timely manner, the

check will be forwarded to the Postal Service's outside collection agency for collection.

* * * * *

6 Revenues

* * * * *

6-1 Commercial Revenue

* * * * *

6-1.2 Official Mail

6-1.2.1 Field Units Policy

[Revise section to read as follows:]

On the first business day after the 15th of the month, field units not activated on *PostalOne!*, with official mail activity, must close out their monthly reports for all transactions since the previous month's closeout and forward to the Scanning and Imaging Center (SIC) for processing by Accounting Services. *PostalOne!* sites do not perform a monthly close out; all official mail transactions must be entered daily into the *PostalOne!* system.

* * * * *

6-2 Retail Revenue

* * * * *

6-2.2 Headquarters Units Policy

[Revise first paragraph to read as follows:]

The Postal Service records revenue from national, alternate channel programs such as Click-N-Ship and consignment stamp sales as the funds produced through those sales are collected.

* * * * *

We will incorporate these revisions into the next printed version of Handbook F-1 and into the next online update, available on the Postal Service™ PolicyNet website:

- Go to <http://blue.usps.gov>.
- In the left-hand column under "Essential Links", click *PolicyNet*.
- Click *HBKs*.

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

— Field and International Accounting,
Controller, 10-21-10

Handbook F-101 Revision: Back Pay Claims Processing

Effective immediately, Handbook F-101, *Field Accounting Procedures*, is revised to provide a new link to Management Instruction (MI) EL-430-2009-5, *Back Pay*, which gives more current guidance and instructions on back pay processing.

Handbook F-101, *Field Accounting Procedures*

* * * * *

23 Payroll

* * * * *

23-2 Payroll Adjustments

* * * * *

23-2.3 Back Pay Claims

[Revise text to read as follows:]

Back pay claims include, but are not limited to, the following:

- a. Grievance/arbitration-related hour's adjustments equaling one full pay period or more.
- b. Other qualifying grievance/arbitration-related awards and settlements (see Management Instruction (MI) EL-430-2009-5, *Back Pay*, at <http://blue.usps.gov/cpim/ftp/manage/el43020095.pdf> for more information).

- c. Equal Employee Opportunity Commission (EEOC) settlements and decisions.
- d. EEOC redress settlements.
- e. Merit Service Protection Board (MSPB) settlements and decisions.
- f. Other third-party agency settlements and decisions.
- g. Erroneous separation for retirement cases referred by OPM.
- h. Court of law decisions and pretrial settlements.

Accounting Services, Payroll Services processes all back pay adjustment cases. Complete and submit all back pay claim documents no later than 30 days after the date of the award. For specific instructions and guidance on submitting back pay claims for processing, see Management Instruction (MI) EL-430-2009-5, *Back Pay*, at <http://blue.usps.gov/cpim/ftp/manage/el43020095.pdf>.

Note: Incomplete forms will be returned. Offices that are not web-enabled should contact the Greensboro HRSSC at 877-477-3273 for assistance.

* * * * *

— Field and International Accounting,
Controller, 10-21-10

Publications

Publication 223 Revision: Directives and Forms Update

Effective immediately, Publication 223, *Directives and Forms Catalog*, is revised to include current information for the items noted in this article. See Publication 223 for complete information.

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

Publication 223 is available on the Internet at www.usps.com/cpim/ftp/pubs/pub223.pdf.

New

- MI DM-140-2010-1, *Assessing and Collecting Deficiencies in Postage or Fees*.
- MI EL-500-2010-4, *Contracting With Individuals or Rehiring Into Career Nonbargaining Positions*.
- MI FM-610-2010-2, *Advance Payments*.
- PUB 425, *CON-CON Instructions*.
- PS 4615, *PACT Application for Business/Regulatory Purpose Exception*.
- PS 4616, *PACT Application for Consumer Testing/Public Health Exception*.
- PS 5542, *Scheduled Pickup on Demand Service Agreement*.

Revised

- HBK AS-805, *Information Security*.

- HBK DM-901, *Registered Mail*.
- HBK DM-902, *Procedures for Handling Registered Postal Bank Remittance Mail*.
- HBK EL-602, *Food Service Operations*.
- HBK EL-911, *Agreement between the United States Postal Service and National Postal Professional Nurses 2007–2012*.
- HBK PO-515, *Highway Contractor Safety*.
- PUB 146, *A Law Enforcement Guide to the U.S. Postal Inspection Service*.
- PUB 542, *Understanding the Private Express Statutes*.
- PUB 640, *Military Mail: FAQ*.
- PUB 804, *Drop Shipment Procedures for Destination Entry*.
- SGN 508, *International Shipping Menuboard w/o GXG — Half Backlit — No Pricing*.
- SGN 509, *International Shipping Menuboard w/ GXG — Half Backlit — No Pricing*.
- PS 292, *Headquarters Clearance Checklist*.
- PS 3369, *Consigned Credit Receipt*.
- PS 5659, *Daily Passport Application (DS-11) Transmittal*.
- PS 6401, *Money Order Inquiry*.

Obsolete

PSIN	Edition Date	Title	Replaced By
MI DM-140-2008-1	6/08	Assessing and Collecting Deficiencies in Postage or Fees	MI DM-140-2010-1
MI FM-610-2003-1	11/03	Advance Payments	MI FM-610-2010-2
PUB 189	5/09	FY 2009 Financial Aid — A Resource for Key Financial Activities	N/A
PS 3369-P	1/01	Consigned Credit Receipt	N/A

— Information Policies and Procedures, Corporate Communications, 10-21-10

Management Instructions

Management Instruction AS-870-2010-1, Electronic Messaging

Management Instruction (MI) AS-870-2010-1, *Electronic Messaging*, is now available on PolicyNet and is effective immediately. All previous MIs dealing with electronic messaging are obsolete.

The MI has been revised to update procedures and clarify policy on e-mail usage, security, and storage capacity allocated to Outlook users. Some specific changes are:

- The manager, Information Technology Engineering and Architecture approves any application change

that impacts e-mail in terms of number of messages and associated schedule.

- Any e-mail considered to be a “chain e-mail” or an e-mail of religious or political nature will be considered misuse and can lead to suspension of e-mail.
- Outlook users can check their mailbox size by opening *Outlook*, then clicking *Tools*, then *Mailbox Cleanup*, and then *View Mailbox Size*. Alternatively, use “Alt + T” to open the tools menu, then “X” to

open Mailbox Cleanup, then “M” to view mailbox size.

- Outlook signature blocks are restricted to essential contact information: name, title, organization, phone number(s), and e-mail address in a basic font style. Additional elements including graphic images; animations; a URL; inspirational, religious, or political messages; or a stylized background are prohibited.

MI AS 870-201-1 is available on the Postal Service™ PolicyNet website:

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

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

— IT Operations,
Chief Information Officer, 10-21-10

Management Instruction EL-730-2010-2, Submitting Requests for Purchases of Training Services

Management Instruction (MI) EL-730-2010-2, *Submitting Requests for Purchases of Training Services*, is now available on PolicyNet and is effective immediately. This MI establishes policies and procedures for the requisitioning of training services. The procedures set forth in this MI apply to the following:

- All requisitions for purchases of training products and services.
- Postal Service™ managers involved in the requisitioning and purchasing of training products and services.

MI EL-730-2010-2 is available on the Postal Service PolicyNet website:

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

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

— Learning Deployment and Support,
Employee Development and Diversity, 10-21-10

Memorandums of Policy

New Memorandum of Policy: Postal Service Policy on Workplace Harassment

Effective October 4, 2010, the Postal Service™ has issued memorandum of policy (MOP) DD-10-04-2010, *Postal Service Policy on Workplace Harassment* (see pages [19](#) and [20](#)). This policy:

- Incorporates recent legal developments that make it clear that an employer’s anti-harassment policy must prohibit all forms of harassment that violate federal anti-discriminations laws.
- Reaffirms the Postal Service’s commitment to providing a work environment free of harassment.
- Supersedes MOP DD-09-25-2006, *Postal Service Policy on Workplace Harassment*.

MOP DD-10-04-2010 is available on the Postal Service PolicyNet website:

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

(The direct URL to this MOP is <http://blue.usps.gov/cpim/ftp/policy/dd/100410.pdf>.)

— Office of EEO and Inclusiveness,
Employee Development and Diversity, 10-21-10

JOHN E. POTTER
POSTMASTER GENERAL, CEO



Postal Service Policy on Workplace Harassment

The United States Postal Service® is committed to providing a work environment free of harassment based upon race, color, religion, sex (including gender identity and gender stereotypes), national origin, age, mental or physical disability, sexual orientation, genetic information, or in reprisal for an employee or applicant's complaint about or opposition to discrimination or participation in any process or proceeding designed to remedy discrimination. The Postal Service's workplace must be one in which all employees are treated with dignity and respect by supervisors, subordinates, and coworkers. Supervisors and managers will take prompt action to prevent, address, and remedy workplace conduct that is contrary to this policy.

Prohibited Activities

Harassment is unwelcome verbal or physical conduct, which is so severe or pervasive that it interferes with or changes the conditions of one's employment by creating a hostile, intimidating, or abusive working environment. Examples may include, but are not limited to, making offensive or derogatory comments or engaging in physically threatening, intimidating, or humiliating behavior based upon race, color, religion, sex (including gender identity and gender stereotypes), national origin, age, mental or physical disability, sexual orientation, genetic information, or in reprisal for an employee or applicant's complaint about or opposition to discrimination or participation in any process or proceeding designed to remedy discrimination. These activities are prohibited by Postal Service policy and may amount to harassment in violation of federal anti-discrimination laws. Violation of this policy may result in disciplinary action up to and including termination. The Postal Service is committed to providing its employees a safe, productive, and inclusive workplace and will tolerate nothing less.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature such as, but not limited to: making or threatening to make employment decisions based on an employee's submission to, or rejection of, sexual advances or requests for sexual favors; deliberate or repeated unsolicited remarks with a sexual connotation or physical contact of a sexual nature that is unwelcome to the recipient; or behavior that creates a sustained hostile or abusive work environment so severe or pervasive that it unreasonably interferes with or changes the conditions of one's employment.

Although not every instance of inappropriate behavior may fit the legal definition of harassment, such behavior in the workplace undermines morale and violates the Postal Service's standards of conduct. Disciplinary action may result even if the conduct does not constitute harassment under the law.

Management Responsibility

All managers and supervisors are responsible for preventing harassment and inappropriate behavior that could lead to illegal harassment, and must respond promptly when they learn of any such conduct. Any manager or supervisor who receives a complaint must see that a prompt and thorough investigation is conducted. Investigations of all forms of harassment must be done in accordance with the "Initial Management Inquiry Process (IMIP)." Materials are available in Publication 552, *Manager's Guide to Understanding Investigating, and Preventing Harassment*. When harassment or inappropriate conduct is found, managers must take prompt and effective corrective action.

- 2 -

Employees' Rights and Responsibilities

Postal Service employees who believe that they are the victims of harassment prohibited under this policy (i.e., harassment based on race, color, religion, sex (including gender identity or gender stereotypes), national origin, age, mental or physical disability, sexual orientation, genetic information, or in reprisal for an employee or applicant's complaint about or opposition to discrimination or participation in any process or proceeding designed to remedy discrimination) or who have witnessed such harassment or inappropriate conduct, which could lead to illegal harassment, should bring the situation to the attention of a supervisor, a manager, or the manager of Human Resources to address most forms of harassment described above. Refer to Publication 553, *Employee's Guide to Understanding, Preventing, and Reporting Harassment* for further information. In accordance with this policy, supervisors, managers, managers of Human Resources, or the next higher-level manager (HQ and HQ field units) are responsible for ensuring that direct and prompt action is taken to investigate and, where appropriate, remedy such misconduct when brought to their attention. The Postal Service will protect the confidentiality of harassment complainants to the extent possible.

Federal law requires the Postal Service® to afford equal employment opportunity to employees and applicants for employment regardless of race, color, religion, national origin, sex, age (40+), physical or mental disability, and genetic identification. Employment discrimination or reprisal for engaging in an EEO-protected activity is prohibited. Employees pursuing an EEO complaint should contact the Postal Service EEO centralized intake center within 45 days of the conduct giving rise to the claim in order to preserve their rights under federal law. Employees making a complaint can call toll free 1-888-EEO-USPS (1-888-336-8777). Deaf and Hard-of-Hearing employees can call 1-888-325-2914 (Federal Relay Service). In addition, bargaining unit employees may seek relief through the grievance-arbitration procedures, and if applicable, non-bargaining unit employees may use the grievance procedures described in Section 652.4, *Employee and Labor Relations Manual*.

Allegations involving any possible criminal misconduct should be reported to the appropriate law enforcement authorities as follows: any physical misconduct relating to workplace harassment (i.e., any physical assault, threat of a physical assault, or stalking) should be reported to the Postal Inspection Service; use of any electronic device, computer, or Internet to transmit threatening or harassing communications, obscene or indecent images and materials, should be reported to the Office of Inspector General (OIG).

Reprisal against employees who raise a claim of harassment, report inappropriate conduct, or provide evidence in any investigation, is illegal and can result in disciplinary action and should be referred to the Inspection Service or OIG as appropriate.

The Postal Service will not tolerate any type of harassment, inappropriate conduct, or reprisal in the workplace.



John E. Potter

Pull-Out Information

Fraud

Domestic Order

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

State, City ZIP Code	Name and Address Covered	Product
FL, Brooksville 34601-8817	Herbert Hays D/B/A Herbert Hayes, Keep It Simple Sweetie & Kiss, 16211 Wiscon Road	Failure to render scheme and pyramid scheme

— Judicial Officer, 10-21-10

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
MD, Rockville 20852-4330	Any and all names except the names Kenneth Okabe, Hideo Okabe, and Tomoko Okabe, 6700 Old Stage Rd.
NJ, Edison 08837-3010	Bell Management Services, 86 Pierson Avenue

— Judicial Officer, 10-21-10

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.

005361	011062	022360	060153	061741	064289	064868	065802	067286	068140	068475	069383	071612
005520	011094	022530	060310	061756	064333	064881	065845	067395	068141	068494	069390	071692
005607	011291	022534	060345	062002	064366	064901	065853	067398	068148	068500	069414	076009
006165	011417	022560	060361	062020	064367	064907	065896	068008	068157	068527	069452	077794
008098	012072	022586	060415	062046	064378	064913	065926	068021	068159	068534	069501	079023
008134	012214	023007	060424	062083	064381	064979	065929	068054	068160	068551	069517	079789
008155	012352	025199	060512	063102	064397	065005	065968	068055	068182	068596	069539	080434
008383	012381	028137	060523	063109	064401	065016	066017	068056	068189	068617	069578	090165
008408	012384	028936	060532	063130	064407	065060	066090	068057	068200	068832	069592	090311
008883	012430	029149	060533	063142	064441	065074	066130	068072	068203	069005	069610	090324
009011	012432	030003	060703	063161	064444	065122	066237	068084	068210	069022	069640	090596
009061	013158	031204	060799	063301	064473	065139	066253	068092	068220	069033	069648	091469
009507	013161	033228	060838	063314	064488	065236	066261	068096	068245	069042	069724	091621
009834	013173	038075	060840	063402	064500	065320	066306	068098	068296	069045	069756	091837
010099	013190	038552	060912	063450	064512	065342	066309	068106	068307	069060	069797	092477
010202	013223	040048	061001	064033	064514	065396	066327	068107	068328	069091	069811	092594
010257	013230	040204	061142	064036	064549	065401	066345	068113	068359	069112	069849	092661
010321	014109	044115	061151	064039	064561	065409	066365	068116	068360	069124	069852	092662
010689	015525	053071	061204	064068	064635	065441	066432	068120	068373	069147	069888	093630
010778	015705	054031	061222	064117	064689	065543	066454	068121	068376	069171	069909	093860
010795	015709	054033	061332	064128	064691	065567	066480	068122	068387	069220	069912	093875
010796	015711	060055	061357	064135	064733	065622	067012	068126	068389	069223	069945	094937
010801	016988	060065	061415	064204	064737	065642	067029	068129	068414	069228	069949	094949
010802	018743	060073	061474	064228	064757	065694	067060	068132	068429	069254	069960	095341
010804	021354	060076	061541	064247	064772	065785	067070	068133	068433	069274	070104	096147
011004	022097	060080	061605	064286	064823	065790	067086	068135	068437	069341	071342	096175
011005	022156	060104	061632	064288	064856	065794	067110	068138	068467	069379	071411	096719

097051	105523	107001	108467	109179	119060	281068	301512	379400	402430	477043	641708	765568
097823	105536	107010	108469	109188	124017	281090	301564	379522	402453	477054	641715	765611
097871	105539	107029	108491	109224	124025	281105	301569	379541	402490	477067	641799	770078
097915	105563	107038	108506	109240	124047	281139	301996	379551	402529	477120	641854	770291
098291	105574	107052	108528	109331	124058	281142	303902	379552	402559	477127	641954	770330
098463	105641	107054	108579	109346	124109	281155	305166	379553	402563	480071	648114	770466
098550	105650	107056	108581	109384	124165	281156	305794	379554	402578	480098	654105	770605
098558	105657	107063	108589	109398	125130	281157	306469	380195	402579	480454	656111	770673
098794	105703	107064	108597	109420	126024	281159	307001	381054	402638	480996	657102	770740
098811	105737	107073	108648	109432	126048	282000	312411	381111	402750	486307	657104	770810
098993	105749	107084	108653	109433	126076	282001	314123	381115	402763	496050	657111	770910
100142	105755	107099	108656	109435	127013	282003	314136	381174	402769	496118	657388	770951
100596	105757	107106	108666	109436	127099	282200	317289	381263	402780	497128	658121	770968
100744	105766	107115	108667	109466	131266	282381	320795	381337	402797	527002	658141	773080
100898	105776	107128	108673	109481	131282	282427	322038	381340	402819	531187	658190	774016
101126	105779	107148	108678	109485	132059	282611	322412	381353	402886	531362	660077	774374
102073	105801	107154	108684	109499	133051	282619	322818	381359	402913	531781	660108	775263
102261	105804	107156	108688	109518	135181	282622	323557	381371	402958	532322	662002	776003
103263	105812	107158	108695	109522	136126	282769	327498	381377	402989	537324	662168	777017
103364	105844	107184	108696	109573	137009	282793	327532	381389	402999	537419	662210	782134
103415	105868	107217	108706	109578	142076	282800	328037	381399	405036	551010	662340	782271
103479	105889	107223	108715	109587	142138	282943	328052	381457	420018	551107	662347	782526
103892	105941	107237	108717	109589	142697	282945	328929	381466	420039	551269	666010	784603
103908	105961	107244	108718	109603	146104	282947	328944	381508	420071	551385	667002	785496
104256	105965	107246	108720	109620	152395	282954	331181	381516	420100	551600	667020	785557
104372	105970	107261	108752	109638	152411	282960	331411	381518	420303	551607	681279	785558
105007	105986	107309	108762	109679	152833	282962	331610	381536	421035	551724	691511	785751
105025	106164	107311	108764	109691	159016	283100	331629	381537	421039	551805	701029	787054
105027	106181	107317	108771	109710	165025	283147	334147	381612	423012	551981	701564	787162
105036	106185	107319	108794	109719	165038	283175	335159	381620	423013	553022	708471	787785
105039	106188	107336	108807	109721	165158	283203	336244	381724	423017	554675	711148	791082
105041	106206	107341	108808	109731	165335	283249	336252	381799	423061	564022	713053	794008
105042	106209	107343	108809	109738	191009	283297	336256	381889	423099	571020	723091	797003
105048	106231	107352	108831	109746	191905	283370	337167	381957	424022	571096	730004	799125
105058	106243	108040	108840	109749	192239	283446	337449	381995	424041	591803	730090	799158
105064	106263	108059	108841	109752	192542	283448	338091	381997	424053	600066	730274	800474
105071	106264	108067	108856	109764	192650	283455	339091	382036	430193	600097	730326	802084
105073	106285	108072	108861	109778	192688	283518	349334	382037	432004	600106	730487	802138
105084	106289	108076	108880	109806	193102	283601	352579	383146	432033	600815	731382	802447
105110	106292	108093	108914	109813	193202	285000	370038	385007	432387	600965	731839	810014
105119	106301	108095	108929	109855	200060	285013	371009	392725	432443	601020	740111	813081
105148	106318	108099	108935	109864	200108	285014	371013	400025	432556	601067	740260	813279
105154	106326	108121	108955	109881	208385	285037	371015	400031	432704	601100	740288	816189
105189	106337	108131	108960	109906	208480	287025	371017	400046	432757	601589	740889	820802
105224	106394	108138	108964	109907	210179	287055	371018	400065	432843	602960	741252	833245
105229	106412	108145	108965	109909	220321	287060	372020	401014	432889	604264	741403	837195
105269	106418	108182	108969	109923	220370	288010	372021	401019	432942	605062	741764	846027
105279	106427	108267	108971	109933	220412	288095	372024	401046	436455	605202	750378	852532
105313	106428	108276	108972	109957	220432	288103	372066	401352	441078	606007	750496	853522
105320	106431	108281	109002	109958	220883	288113	372101	402066	441394	606977	750510	853599
105373	106471	108286	109012	109978	221332	288115	372355	402089	441565	610112	751035	853632
105380	106486	108292	109022	110707	221336	288122	372486	402100	450169	610125	752070	853798
105381	106489	108295	109026	110870	222073	288132	372777	402102	452003	610153	752071	853932
105382	106494	108309	109027	111392	224038	292411	372972	402168	468406	611207	752074	853964
105384	106498	108315	109030	111929	231023	294417	372993	402187	470040	624047	752642	890205
105390	106514	108324	109047	112075	235547	297001	372996	402217	470043	627048	753001	891211
105401	106518	108341	109049	112080	235568	297030	372997	402242	471039	627094	754028	891221
105403	106521	108344	109050	112094	254018	297033	373027	402290	471051	630004	760530	891232
105405	106561	108375	109051	112096	277009	297063	374152	402295	471056	630005	760602	891249
105417	106575	108385	109054	112537	280000	301037	374159	402314	471063	631303	761004	891280
105432	106584	108398	109057	113225	280027	301043	376113	402360	476007	631400	761008	891349
105474	106591	108408	109128	115066	280054	301085	376124	402375	476022	631493	761496	891366
105508	106608	108409	109135	117242	280181	301408	377130	402397	476025	631985	761813	891402
105520	106612	108416	109147	117640	280183	301426	378115	402415	476027	638105	762077	891406
105521	106620	108438	109163	117695	280185	301486	378141	402419	476042	641228	764024	891413

891452	898068	915682	937250	948282	951562	967082	968208	968537	968846	969067	972721	995448
891453	900126	915717	937285	948335	951790	967098	968223	968546	968848	969078	980630	995466
891506	900135	917312	937310	948563	952340	967106	968227	968564	968862	969137	980910	995488
891509	900194	917356	937350	948580	952350	967135	968262	968594	968867	969150	981948	995502
891568	900424	917482	937456	948594	953004	967140	968264	968596	968868	969151	981965	995514
891667	900443	917494	937566	948608	953280	967152	968271	968652	968878	969154	981971	995574
891774	900533	917602	937660	948671	953346	967210	968279	968661	968882	970006	982026	995647
891776	900969	918729	937718	948675	954469	967218	968291	968672	968883	970027	982104	995691
891798	902452	918766	940550	948683	958101	967220	968301	968685	968884	970068	982119	995695
891844	906100	921140	941972	948714	958112	967222	968349	968693	968887	970135	982166	995732
891887	906311	921612	945949	948723	958122	967236	968350	968696	968888	970137	982673	995926
891896	906926	922070	946379	948728	958148	967240	968362	968699	968898	970139	989098	995990
891914	907361	922242	946404	948758	958197	967247	968369	968704	968899	970173	992734	997092
891971	908104	926364	946432	948763	958531	967250	968378	968710	968914	970226	995048	997139
895103	910031	926446	946471	948805	958545	967254	968381	968737	968920	970236	995123	997149
895107	913394	926505	946474	948815	958808	967281	968398	968744	968923	970238	995136	997267
895117	913579	926562	946546	950006	958836	967282	968404	968752	968927	970319	995155	997268
895125	913862	928555	946589	950080	958893	967302	968414	968755	968931	970331	995176	998019
895214	914092	930237	946600	950415	958984	967322	968424	968777	968934	970392	995201	998020
895235	914431	931465	946601	950514	959055	967324	968436	968780	968939	970403	995260	998224
895274	914593	931578	947024	950825	959073	967353	968444	968788	968956	970409	995279	998331
895276	914764	931945	947084	950858	960022	967358	968454	968792	968965	970444	995282	998349
895421	915114	933163	947232	950980	960028	967360	968479	968799	968998	970463	995285	999317
895892	915140	935151	948101	950991	960093	967378	968485	968803	969024	970471	995308	
895919	915267	935269	948213	951244	967023	967443	968490	968817	969025	970634	995321	
895922	915430	936085	948216	951300	967025	968012	968499	968831	969053	971047	995409	
895928	915676	937203	948255	951549	967055	968183	968527	968840	969059	972419	995415	

— Product Information Requirements, Business Mail Entry & Payment Technologies, 10-21-10

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. Destroy all interim notices when the numbers listed appear in the *Postal Bulletin*. The actual serial

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

010 001 0200	to	0299	040 688 8816	to	8899	078 174 4475	to	4499	163 257 1085	to	1099
010 504 1932	to	1999	041 299 6752	to	6799	078 219 4931	to	4999	166 101 1433	to	1499
011 582 1889	to	1899	041 623 8889	to	8899	078 250 4756	to	4799	176 281 7937	to	7950
011 588 2900	to	3099	041 803 6565	to	6599	078 823 8312	to	8399	176 281 7963	to	7999
012 579 5675	to	5699	043 129 1968	to	1997	079 374 0300	to	2499	178 254 5000	to	9999
013 289 6176	to	6199	043 205 5922	to	5999	079 807 2342	to	2399	178 881 9900	to	9999
013 610 0014	to	0099	044 087 3457	to	3499	082 721 0228	to	0254	180 031 2089	to	2098
014 932 1000	to	1099	044 087 4000	to	4099	083 140 5000	to	7499	182 475 3229	to	3258
014 972 0800	to	0899	044 306 4200	to	4299	083 784 8886	to	8899	182 475 3904	to	3933
015 363 0065	to	0099	044 306 4370	to	4599	083 913 6915	to	6999	210 221 0548	to	0599
017 028 3200	to	3299	045 524 4121	to	4298	084 478 3920	to	3999	227 275 9400	to	9999
018 569 5333	to	5399	046 800 9870	to	9899	086 000 8271	to	8299	273 070 8059	to	8099
018 986 5264	to	5299	047 352 4000	to	4099	086 798 3840	to	3849	273 775 7700	to	7899
019 518 2814	to	2899	048 383 7650	to	7659	088 404 4472	to	4499	302 000 0000	to	9999
020 698 5159	to	5199	048 396 3647	to	3699	088 404 5584	to	5699	349 746 2056	to	2099
020 844 7307	to	7399	051 142 0755	to	0799	088 757 8688	to	8699	350 518 7350	to	7374
020 972 8948	to	8999	051 774 8857	to	8899	088 757 9400	to	9499	360 011 1690	to	1699
022 021 9110	to	9181	051 781 2875	to	2885	089 358 2248	to	2257	360 168 6008	to	6099
022 037 1411	to	1499	051 977 7010	to	7023	093 106 9346	to	9355	360 173 8800	to	8899
022 527 9201	to	9210	052 058 7115	to	7199	093 203 0500	to	0599	360 324 2326	to	2399
022 529 1882	to	1899	054 450 1130	to	1167	093 684 3630	to	3699	362 861 3064	to	3099
023 637 7169	to	7199	057 670 0563	to	0599	094 081 5074	to	5099	373 006 2176	to	2199
024 380 4100	to	4199	058 187 3836	to	3899	094 216 2555	to	2599	374 768 2600	to	2699
024 496 6870	to	6896	058 523 3003	to	3099	094 580 7062	to	7099	375 169 4400	to	4599
025 092 0987	to	0999	058 591 1153	to	1299	094 639 4200	to	4299	375 829 3400	to	3499
025 369 5535	to	5599	058 895 3746	to	3799	095 070 7186	to	7199	375 851 9100	to	9199
025 729 1151	to	1199	059 986 0814	to	0899	095 076 8300	to	8399	376 196 0911	to	0999
025 729 1643	to	1799	060 406 7650	to	7699	095 354 6864	to	6899	378 085 3679	to	3699
026 492 3180	to	3199	063 491 8122	to	8199	097 224 1350	to	1599	378 351 1063	to	1099
027 361 0430	to	0499	063 916 9968	to	9999	100 160 3800	to	3899	379 843 5100	to	5199
027 369 4482	to	4495	064 091 4500	to	4599	104 667 6400	to	6499	380 093 9600	to	9699
027 671 8762	to	8776	065 170 0471	to	0499	104 876 8937	to	8999	380 165 1165	to	1199
027 787 9886	to	9899	065 255 7909	to	7999	112 049 4413	to	4499	381 325 4500	to	4599
027 965 9487	to	9499	065 392 6345	to	6399	112 870 9765	to	9799	381 604 2510	to	2699
028 100 8069	to	8099	066 099 2014	to	2099	114 402 3850	to	3899	381 645 9525	to	9599
028 191 1852	to	1999	066 648 2880	to	2899	114 866 5368	to	5397	383 314 3968	to	3999
028 850 3000	to	3199	066 787 3639	to	3699	116 154 2800	to	2899	383 892 1000	to	1344
029 510 1500	to	1599	066 845 7500	to	9999	116 986 4400	to	4499	383 892 1382	to	1399
030 687 0903	to	0999	067 093 3869	to	3899	117 175 1647	to	5169	384 925 3641	to	3654
030 701 3442	to	3499	068 895 0334	to	0399	117 951 4687	to	4699	385 568 2331	to	2399
031 077 4507	to	4799	070 724 4488	to	4499	117 951 5200	to	5299	385 599 7554	to	7575
032 295 7500	to	9999	070 841 9181	to	9199	119 815 8961	to	6199	385 774 2024	to	2099
034 394 1000	to	1099	070 844 2546	to	2599	119 850 7400	to	7499	386 624 1412	to	1599
034 943 0400	to	0799	070 916 1340	to	1399	119 850 7700	to	7999	386 883 8936	to	8999
035 035 4337	to	4399	071 047 5768	to	5799	121 634 0460	to	0499	387 314 5574	to	5599
037 706 9578	to	9599	071 179 9800	to	9899	122 451 9879	to	9899	387 837 6300	to	6399
037 805 3677	to	3699	071 386 3682	to	3699	122 714 6805	to	6900	388 828 0656	to	0699
037 909 5490	to	5499	071 507 6840	to	6899	124 916 0304	to	0499	389 696 2400	to	2799
037 931 4660	to	4699	072 045 9641	to	9699	126 423 0136	to	0169	389 846 3104	to	3135
039 145 6521	to	6595	072 675 8287	to	8299	160 901 2254	to	2299	389 846 3145	to	3195
040 024 3901	to	3999	077 617 5481	to	5499	161 103 6581	to	6599	389 887 9211	to	9230
040 674 7100	to	7199	077 999 4001	to	4090	162 032 4447	to	4499	389 887 9234	to	9299

390 001 3182 to 3199	410 491 2311 to 2399	430 177 1900 to 2099	455 364 2147 to 2199
390 001 3500 to 3699	410 694 8400 to 8599	430 444 9500 to 9699	455 399 5400 to 5499
390 545 5974 to 5999	410 775 1500 to 1599	430 664 4070 to 4099	455 476 0676 to 0699
391 104 6146 to 6199	410 795 7927 to 7999	432 168 8419 to 8499	455 543 0618 to 0699
391 574 1466 to 1499	410 867 0917 to 0966	432 708 6800 to 6999	456 410 9006 to 9099
391 783 3020 to 3599	410 867 0970 to 0999	432 744 1544 to 1599	456 470 4146 to 4299
391 792 6100 to 6199	411 868 1023 to 1199	432 995 9775 to 9799	456 619 4460 to 4499
392 668 2956 to 2999	411 922 2322 to 2399	433 003 5800 to 5899	457 333 2686 to 2699
392 854 8500 to 8899	412 193 0900 to 0999	433 757 3047 to 3099	457 729 1767 to 1777
393 584 7566 to 7699	412 395 8599 to 8699	433 765 4003 to 4099	457 937 8615 to 8699
393 650 0074 to 0099	412 485 6500 to 6599	434 482 7060 to 7199	458 028 9810 to 9899
393 838 8316 to 8499	412 485 6610 to 6699	434 513 2386 to 2399	458 057 2712 to 2999
393 893 6007 to 6099	412 885 5953 to 5999	434 968 3076 to 3092	458 069 9537 to 9599
394 126 6907 to 6999	414 193 3608 to 3674	435 303 1831 to 1842	458 069 9665 to 9699
394 189 0405 to 0599	414 193 3677 to 3699	435 303 1986 to 1999	458 337 5222 to 5299
394 822 3243 to 3278	414 411 7348 to 7399	435 666 6092 to 6399	458 354 7653 to 7999
394 990 1810 to 1899	414 640 0757 to 0799	436 082 6400 to 6899	458 671 8678 to 8699
395 343 3264 to 3299	414 965 1727 to 1799	436 160 6441 to 6499	458 671 8721 to 8798
395 373 3035 to 3099	417 302 8104 to 8199	437 316 7115 to 7199	458 847 5044 to 5999
395 396 9649 to 9799	417 387 6532 to 6599	437 427 0500 to 3499	459 274 7624 to 7699
395 970 3240 to 3299	417 496 6800 to 6999	439 179 2300 to 2399	459 365 5432 to 5499
397 622 4054 to 4099	417 871 9250 to 9299	439 310 0458 to 0499	459 378 5764 to 5799
397 819 8902 to 8999	417 930 9533 to 9599	440 698 1947 to 1999	459 472 4816 to 4999
398 149 7200 to 7699	418 164 6500 to 6799	440 858 6300 to 6399	460 349 6878 to 6899
399 070 0872 to 0899	418 423 9863 to 9899	440 858 6420 to 7299	460 550 1909 to 1999
399 156 7119 to 7199	418 633 5922 to 5999	441 199 1655 to 1699	460 997 5234 to 5299
399 203 5064 to 5099	418 719 8520 to 8599	443 127 3648 to 3699	461 973 6443 to 6499
399 296 9910 to 9999	418 744 2235 to 2299	443 127 4000 to 4099	462 152 0107 to 0299
399 396 8935 to 8999	418 962 2848 to 2899	443 673 7900 to 7999	462 274 1072 to 1099
399 792 7775 to 7799	419 543 0286 to 0299	443 800 9335 to 9399	462 277 8373 to 8399
399 792 8300 to 8399	419 730 0300 to 0399	444 382 8822 to 8899	462 554 6051 to 6099
400 427 1051 to 1999	420 277 0015 to 0049	444 390 1667 to 1699	463 011 5529 to 5540
401 045 1505 to 1549	420 599 0734 to 0798	444 457 3854 to 3899	463 176 4115 to 4199
401 045 1571 to 1599	420 661 4115 to 4199	450 048 4173 to 4199	463 176 4229 to 4299
401 294 2700 to 2799	420 758 9500 to 9699	450 048 4442 to 4699	463 185 2600 to 2799
401 310 9505 to 9599	420 969 3951 to 3971	450 560 5173 to 5199	463 227 7711 to 7799
401 382 5312 to 5399	420 969 3973 to 3999	450 620 3077 to 3099	463 414 4869 to 4899
402 578 7876 to 7899	421 116 3565 to 3599	450 620 3135 to 3199	463 808 3484 to 3499
403 125 6744 to 6799	421 130 9300 to 9399	450 780 2716 to 2799	463 945 7400 to 7899
403 260 7000 to 7499	421 313 4500 to 4999	450 801 2700 to 2799	464 629 9000 to 9399
403 280 6470 to 6499	421 364 5537 to 5599	451 109 2967 to 2984	464 711 4332 to 4399
403 685 8600 to 8699	421 656 2609 to 2699	451 115 4110 to 4125	465 692 3963 to 3999
404 003 0300 to 0399	421 988 9700 to 9799	451 115 4127 to 4199	465 698 8300 to 8599
404 041 8838 to 8899	422 172 4667 to 4699	451 746 0700 to 0799	465 743 7745 to 7799
404 071 4268 to 4299	422 484 4212 to 4299	452 265 0074 to 0099	466 798 6056 to 6067
404 347 5356 to 5399	422 556 1270 to 1299	452 265 0246 to 0299	467 147 4300 to 4399
404 347 5548 to 5599	422 587 7024 to 7099	452 265 0335 to 0999	468 079 5782 to 5799
404 726 4500 to 4599	422 819 7533 to 7599	452 509 1169 to 1199	469 067 2817 to 2899
404 961 5001 to 5199	422 842 5073 to 5087	452 855 6471 to 6499	469 127 8000 to 8199
405 325 0188 to 0198	422 907 7563 to 7599	452 890 4679 to 4799	469 213 0359 to 0399
406 009 4587 to 4599	424 500 6050 to 6099	452 900 8215 to 8238	469 213 0500 to 0599
406 260 6830 to 6899	424 641 8500 to 8599	453 117 9146 to 9199	469 561 8011 to 8099
406 459 6641 to 6999	424 871 6600 to 6699	453 334 3631 to 3699	469 658 1961 to 1999
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	470 755 5800 to 5818
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	430 150 4401 to 4599	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

473 151 2069	to	2199	489 384 0027	to	0099	605 685 4010	to	4099	628 226 3100	to	3199
473 666 9138	to	9199	489 427 0658	to	0899	605 988 6467	to	6499	628 814 4702	to	4799
473 952 3429	to	3499	489 997 5252	to	5299	607 689 7951	to	7960	628 851 9689	to	9699
474 108 5402	to	5499	490 669 5850	to	6099	607 728 1276	to	1299	629 510 7200	to	7299
474 356 5193	to	5299	490 717 7080	to	7099	608 727 7100	to	7199	629 964 4200	to	4294
474 949 3366	to	3399	490 721 6000	to	6099	608 727 7273	to	7599	630 389 3056	to	3071
475 134 9362	to	9399	490 793 1500	to	2099	608 813 9950	to	9999	630 463 0588	to	0599
475 167 9667	to	9699	490 886 8171	to	8199	609 067 5325	to	5399	631 459 9117	to	9199
475 319 3415	to	3499	490 977 9221	to	9240	609 067 5488	to	5499	631 762 9325	to	9399
475 319 3649	to	3799	491 258 8100	to	9099	609 067 5600	to	5699	632 217 4933	to	4999
475 340 6400	to	6599	491 567 1376	to	1399	609 289 6123	to	6199	632 500 0000	to	640 3999
475 424 8410	to	8499	492 254 4800	to	4899	609 438 4400	to	4499	633 110 4165	to	4199
475 629 9156	to	9199	492 283 5100	to	5199	609 493 1100	to	1199	633 110 4303	to	4499
475 850 6101	to	6199	492 610 6813	to	6899	609 766 8091	to	8999	633 438 6429	to	6599
475 875 2500	to	2599	493 394 5568	to	5599	609 825 4100	to	4115	633 588 7173	to	7182
476 169 8264	to	8299	493 470 2562	to	2599	609 884 2981	to	2999	634 725 0700	to	0799
476 189 3000	to	3499	493 473 7700	to	7799	609 893 1000	to	1099	634 803 3239	to	3299
476 331 2480	to	2499	493 716 2153	to	2199	610 092 3200	to	3299	634 807 2474	to	2499
477 289 8601	to	8699	494 206 2972	to	2999	610 582 4200	to	4299	634 827 5900	to	5999
477 681 5206	to	5299	494 217 3446	to	3999	611 879 6939	to	6999	634 886 3428	to	3499
478 010 4243	to	4268	494 224 0500	to	0599	612 291 8013	to	8099	635 559 3449	to	3499
478 010 4270	to	4291	495 145 0600	to	0699	612 751 5171	to	5199	636 289 6214	to	6299
478 450 5071	to	5099	496 209 7425	to	7499	612 751 5226	to	5299	636 634 8007	to	8042
478 469 7838	to	7858	496 213 8728	to	8799	612 751 6083	to	6099	637 150 1200	to	1299
478 469 7883	to	7899	496 474 5226	to	5248	612 751 6268	to	6299	637 562 5828	to	5899
479 280 9800	to	9899	497 053 8517	to	8699	612 751 6572	to	6599	638 042 1647	to	1699
479 365 9116	to	9176	497 854 8673	to	8699	612 774 2111	to	2199	638 049 4984	to	4999
479 412 9900	to	9999	498 449 8888	to	8899	612 774 2254	to	2299	638 318 1115	to	1199
479 667 6190	to	6199	498 929 8285	to	8499	612 774 2500	to	2599	638 318 1453	to	1499
479 748 9680	to	9699	498 936 5310	to	5399	614 469 0979	to	0999	638 885 0000	to	0299
479 860 7000	to	7199	499 016 5425	to	5499	614 474 3000	to	3099	638 903 4362	to	4373
480 526 2000	to	2099	499 440 8575	to	8899	614 521 3490	to	3499	639 415 1929	to	1999
480 640 6330	to	6399	499 731 6717	to	6799	614 645 1800	to	1899	639 415 2019	to	2099
480 658 0568	to	0599	500 064 1858	to	1869	614 832 1100	to	2099	639 420 6200	to	6299
480 689 5100	to	5199	500 070 5725	to	7799	615 017 7505	to	7599	639 469 3517	to	3799
481 072 9463	to	9499	501 331 0300	to	0399	617 711 6609	to	6699	639 605 2143	to	2199
481 673 0074	to	0095	502 227 7645	to	7699	617 760 5266	to	5299	639 657 8600	to	8799
482 527 1500	to	1599	502 424 0200	to	0499	617 813 3601	to	3699	640 289 7500	to	7599
482 541 5255	to	5299	502 424 0600	to	0699	618 840 9200	to	9299	640 289 7700	to	7999
482 729 6800	to	6899	503 003 2700	to	2899	619 551 7229	to	7299	641 170 4420	to	4499
483 363 7207	to	7299	503 194 5144	to	5153	619 859 3000	to	3099	641 318 3133	to	3199
483 402 2356	to	2399	504 045 4030	to	4099	620 073 9400	to	9499	641 378 6500	to	6999
483 486 5100	to	5199	504 166 0200	to	0599	621 614 7907	to	7930	641 383 8739	to	8799
483 632 1521	to	1599	504 240 1062	to	1399	621 614 7932	to	7999	641 877 3187	to	3299
483 632 2600	to	2799	600 645 3223	to	3299	621 648 8021	to	8199	641 877 3310	to	3399
483 849 1615	to	1699	601 339 1200	to	1399	621 648 8500	to	8599	642 355 8094	to	8199
484 174 4803	to	5299	601 653 5884	to	5899	621 904 8351	to	8599	642 355 8308	to	8999
484 323 8900	to	9199	601 661 7700	to	7799	621 916 1978	to	1989	642 900 0018	to	0099
484 680 5000	to	5038	601 682 5343	to	5399	622 989 8032	to	8099	643 030 6254	to	6299
484 680 5040	to	5074	601 928 1600	to	1699	623 076 9300	to	9399	644 066 0882	to	0899
484 680 5077	to	5099	602 512 2972	to	2999	623 819 5006	to	5099	644 069 0600	to	0699
485 029 4913	to	4999	602 555 2400	to	2799	623 895 8200	to	8399	644 077 7506	to	7699
486 176 0600	to	0699	602 829 7061	to	7099	623 917 0000	to	0099	644 085 8157	to	8199
486 559 7555	to	7599	603 483 9572	to	9599	623 917 0200	to	0299	644 112 9839	to	9899
486 696 3023	to	3199	603 490 7200	to	7299	624 468 5288	to	5299	644 373 9083	to	9099
488 173 7900	to	7999	603 678 7100	to	7199	624 665 3162	to	3198	644 380 1460	to	1499
488 206 4100	to	4199	603 678 7662	to	7699	625 088 6735	to	6799	644 733 4715	to	4799
488 226 0200	to	0299	603 678 7902	to	7999	625 916 9500	to	9799	644 900 9712	to	9799
488 709 3906	to	3999	603 678 8418	to	8499	625 968 8956	to	8999	644 901 0109	to	1299
488 855 8359	to	8399	603 678 8700	to	9999	627 005 3938	to	3999	644 901 1325	to	1399
489 181 8963	to	8999	604 086 0880	to	0899	627 384 3907	to	4099	644 923 6800	to	7799
489 223 2000	to	2099	604 349 1414	to	1499	627 496 7549	to	7599	644 932 4655	to	4699
489 311 1930	to	1999	604 503 7776	to	7799	627 708 3605	to	3699	645 318 7240	to	7499
489 318 6200	to	6300	605 520 9037	to	9099	627 776 2500	to	2599	645 333 1766	to	1799

645 790 8632 to 8699	663 938 9200 to 9299	690 788 2877 to 2899	702 848 3900 to 3999
645 821 0657 to 0699	664 253 8000 to 8499	690 893 5344 to 5399	702 857 7302 to 7499
645 930 7948 to 7999	664 656 3055 to 3099	690 893 5512 to 5599	702 878 0114 to 0199
645 975 0737 to 0762	665 174 6400 to 6499	690 904 1300 to 1599	703 364 1707 to 1799
646 242 6200 to 6299	665 274 8208 to 8299	690 941 6000 to 6199	740 002 7710 to 7719
646 270 7639 to 7799	665 669 5400 to 5499	691 313 6383 to 6399	740 119 2275 to 2284
646 798 4000 to 4999	666 132 8226 to 8299	691 313 6600 to 6699	740 130 6688 to 6698
647 048 7035 to 7099	666 696 2209 to 2299	691 582 8003 to 8099	740 144 2780 to 2795
647 049 2900 to 2999	666 696 2309 to 2399	691 664 1800 to 1999	740 241 9049 to 9099
647 398 8300 to 8399	667 032 9300 to 9399	691 664 2400 to 2499	740 252 9265 to 9294
647 398 8481 to 8499	667 729 5529 to 5599	692 727 9362 to 9399	740 255 1718 to 1799
647 437 3000 to 4999	668 383 8400 to 8699	692 798 1800 to 1899	740 277 0366 to 0392
647 811 2188 to 2199	670 368 3400 to 3499	693 249 0779 to 0799	740 332 7658 to 7671
648 009 6057 to 6099	670 369 7336 to 7399	693 249 0877 to 1699	740 348 6641 to 6658
648 163 5300 to 5499	670 750 7169 to 7199	693 445 0566 to 0999	740 351 4790 to 4799
648 722 5283 to 5299	671 046 6200 to 6399	693 448 8500 to 8999	740 374 7416 to 7499
648 892 3164 to 3199	671 251 5448 to 5499	693 645 9583 to 9599	740 470 2420 to 2443
649 100 3989 to 3999	671 926 5600 to 5799	693 965 4200 to 4299	740 514 0300 to 0499
649 647 0370 to 0399	672 444 2000 to 2999	695 741 2906 to 2999	740 523 7432 to 7449
649 647 0522 to 0599	672 828 3410 to 3499	695 947 8518 to 8599	740 535 1555 to 1580
649 647 5237 to 5399	673 167 5776 to 5799	696 662 8247 to 8299	740 650 4104 to 4140
649 647 9100 to 9299	675 464 3700 to 3799	697 447 8285 to 8296	740 684 0620 to 0800
649 666 7800 to 8299	675 464 4000 to 4199	698 042 4816 to 4899	740 701 6105 to 6114
650 114 7707 to 7719	676 365 5958 to 5999	698 131 2138 to 2157	740 705 9790 to 9799
650 130 3400 to 3599	676 669 1024 to 1099	698 227 0000 to 0099	740 726 6400 to 6500
650 213 0406 to 0499	677 126 6734 to 6799	700 065 2570 to 2599	740 765 3306 to 3399
650 555 1749 to 1799	677 333 9979 to 9999	700 065 4800 to 4899	740 774 8434 to 8499
650 564 1900 to 1999	677 466 1088 to 1099	700 190 3350 to 3359	740 786 1885 to 1899
650 627 4212 to 4299	678 071 4500 to 4799	700 228 6048 to 6099	740 790 5989 to 5999
650 736 2043 to 2099	678 096 7531 to 7599	700 650 0452 to 0499	740 820 4854 to 7836
650 739 1540 to 1699	679 909 2578 to 2599	700 666 1323 to 1349	740 827 7578 to 7594
651 741 4415 to 4499	680 112 9565 to 9599	700 786 9106 to 9142	740 917 7490 to 7499
651 882 2800 to 2899	680 244 0903 to 0999	700 859 0744 to 0758	740 918 5531 to 5549
652 754 6317 to 6399	680 412 6046 to 6099	701 028 6780 to 6899	741 037 8528 to 8551
653 131 4945 to 4999	680 761 6800 to 6899	701 213 3900 to 3999	742 040 3300 to 3309
653 426 3300 to 3399	681 677 0540 to 0699	701 267 2000 to 3999	805 885 8411 to 8499
653 455 4874 to 4899	682 070 1029 to 1099	701 335 7312 to 7399	806 087 1100 to 1499
654 238 0000 to 0399	682 956 6280 to 6299	701 369 2005 to 2050	806 268 9275 to 9299
654 404 3065 to 3092	682 956 6490 to 6599	701 499 2260 to 2299	806 534 3400 to 3477
654 962 2900 to 3199	682 956 6700 to 6799	701 503 2247 to 2299	807 342 3283 to 3399
655 103 5081 to 5199	682 965 1178 to 1199	701 541 2271 to 2299	808 086 7100 to 7199
655 523 2600 to 2999	682 965 1201 to 1299	701 553 6557 to 6599	808 090 3440 to 3499
656 305 2448 to 2499	683 118 2389 to 2399	701 578 7460 to 7469	808 325 5161 to 5699
657 347 4438 to 4999	683 378 2000 to 2099	701 578 7475 to 7499	808 784 8000 to 8299
657 710 8100 to 8999	683 378 2117 to 2299	701 601 3457 to 3499	830 125 0672 to 0699
657 780 0985 to 0999	683 415 1200 to 1499	701 605 5913 to 5999	830 602 5800 to 5999
658 586 1400 to 1499	683 444 8159 to 8199	701 695 3982 to 3999	830 610 3700 to 3799
658 877 8000 to 8199	685 154 7780 to 7789	701 695 4148 to 4199	830 983 3500 to 3599
658 880 8000 to 8199	685 297 7645 to 7699	701 695 4227 to 4299	830 983 3635 to 3699
659 398 7300 to 7399	685 623 5264 to 5299	701 708 1741 to 1799	831 354 1387 to 1399
659 706 8113 to 8199	685 650 9487 to 9499	701 736 3966 to 3999	831 815 8240 to 8299
659 846 7837 to 7899	685 669 4200 to 4299	701 772 0870 to 0899	832 525 3810 to 3899
660 510 4100 to 4199	685 757 8452 to 8499	701 838 2800 to 2899	833 159 1884 to 1899
660 673 0400 to 0599	686 071 2694 to 2799	701 941 0600 to 0699	833 456 2567 to 2599
661 488 5000 to 5099	686 176 3333 to 3354	702 171 1603 to 1699	833 566 3015 to 3071
661 609 9100 to 9199	686 372 3200 to 3299	702 195 5109 to 5199	834 130 5200 to 5299
661 716 9420 to 9499	686 644 5879 to 5899	702 254 9300 to 9399	834 316 5444 to 5499
661 906 6522 to 6599	686 899 1371 to 1399	702 264 7569 to 7599	834 354 8747 to 8766
662 021 8332 to 8399	686 931 7636 to 7699	702 519 0513 to 0524	834 354 8824 to 8838
662 068 0700 to 0899	687 601 0973 to 0999	702 713 1800 to 1809	835 269 5700 to 5799
662 553 0774 to 0799	687 614 6774 to 6799	702 821 5730 to 5799	835 496 7303 to 7399
663 078 7034 to 7099	688 120 9000 to 9999	702 821 5805 to 5899	835 539 5200 to 5999
663 763 5300 to 5399	688 314 3107 to 3191	702 844 6975 to 6994	835 813 3015 to 3099
663 883 7039 to 7499	690 291 1361 to 1371	702 846 6331 to 6399	837 672 8967 to 8999

837 784 3282	to	3299	860 600 0021	to	0999	905 794 0288	to	0299	919 814 3095	to	3199
838 176 8377	to	8399	861 158 2350	to	2599	905 873 6900	to	6999	919 915 2774	to	2787
838 518 1257	to	1299	861 367 5400	to	5499	905 873 7100	to	7299	920 155 4662	to	4687
839 718 8257	to	8299	861 637 6010	to	6099	905 880 8900	to	8999	920 309 9039	to	9199
840 323 0600	to	0699	861 979 7292	to	7499	905 889 7100	to	7199	920 771 5321	to	5399
840 875 6235	to	6299	862 216 6100	to	6199	906 158 1508	to	1599	920 857 5500	to	5899
840 910 0900	to	0999	862 263 9213	to	9299	906 558 8812	to	8899	920 864 3480	to	3499
841 349 5000	to	5099	862 271 0800	to	0999	906 982 2214	to	2299	920 963 4567	to	4599
841 805 7747	to	7899	862 271 5000	to	5099	907 725 8500	to	8599	921 333 7400	to	7499
841 805 7944	to	8099	863 871 5138	to	5199	907 815 0216	to	0257	921 477 3762	to	3799
842 226 0685	to	0695	863 949 5300	to	5399	908 622 4225	to	4235	922 278 1048	to	1399
842 685 4600	to	4699	864 088 8200	to	8299	908 936 9254	to	9299	922 280 2019	to	2099
842 685 4742	to	4999	864 426 3972	to	3999	909 066 4494	to	7499	922 280 2233	to	2299
842 860 0300	to	0399	864 520 6117	to	6136	909 067 7400	to	7499	922 773 0459	to	0499
842 898 5582	to	5599	865 151 0526	to	0599	909 100 1787	to	1799	923 032 7000	to	7399
843 062 7100	to	7199	865 500 4034	to	4099	909 100 1900	to	2099	923 045 3630	to	3699
843 077 6288	to	6299	865 883 6082	to	6099	909 355 0422	to	0499	923 484 3600	to	3699
843 077 6378	to	6399	866 004 3000	to	3999	909 568 8900	to	9099	923 493 9403	to	9599
843 758 5769	to	5778	866 442 4100	to	4899	909 568 9300	to	9499	923 493 9681	to	9699
843 786 2554	to	2699	867 366 9108	to	9118	909 725 7307	to	7399	923 604 4424	to	4499
845 656 8165	to	8199	867 633 7403	to	7499	909 833 0947	to	0999	923 810 7800	to	8299
845 727 2100	to	2199	867 737 5623	to	5699	910 219 8631	to	8699	924 252 1200	to	1299
845 746 2618	to	2635	868 169 4529	to	4599	910 265 1100	to	1199	924 252 1400	to	1499
846 390 7531	to	7599	868 173 8400	to	8599	910 471 7273	to	7299	924 533 0711	to	0799
846 918 0572	to	0599	868 514 9000	to	9099	910 536 2505	to	2599	924 533 2343	to	2399
847 237 7690	to	7699	868 566 9200	to	9299	910 958 7499	to	7599	924 533 2428	to	2499
847 284 2481	to	2499	869 200 0000	to	9999	911 140 1000	to	2199	924 685 1957	to	1999
847 374 7055	to	7065	869 387 1150	to	1199	911 245 2545	to	2599	924 946 6300	to	6699
847 374 7055	to	7065	869 505 3500	to	3599	911 268 9077	to	9099	925 333 5900	to	6099
847 636 5304	to	5399	869 523 7033	to	7099	911 400 8948	to	8999	925 336 2300	to	2399
847 700 5447	to	5499	869 566 6150	to	6167	911 508 1620	to	1799	926 432 5907	to	5999
847 723 7500	to	7599	869 800 0000	to	999 9999	911 509 9310	to	9399	926 436 3600	to	3699
849 485 3427	to	3499	870 054 4814	to	4899	911 523 3000	to	3999	927 765 6257	to	6299
849 520 9850	to	9899	870 491 4812	to	4849	912 057 9922	to	9999	928 197 8100	to	8199
849 608 1357	to	1399	870 536 5820	to	5829	912 882 0563	to	0899	928 197 8283	to	8299
849 792 2600	to	2699	870 541 7167	to	7239	913 605 2218	to	2299	928 856 2059	to	2068
850 546 1862	to	1899	870 575 8155	to	8999	913 709 2429	to	2499	930 219 1722	to	1799
851 143 6826	to	6844	870 589 0485	to	0494	913 818 3501	to	3999	930 335 7810	to	7819
851 209 9880	to	9899	870 691 7060	to	7099	914 063 4300	to	4399	931 097 9259	to	9299
851 928 9221	to	9299	872 028 4850	to	4899	914 346 7621	to	7644	931 156 1502	to	1579
852 589 6560	to	6599	872 029 9306	to	9399	914 453 1366	to	1399	931 156 1600	to	1625
853 049 3646	to	3699	872 078 3709	to	3799	914 529 6185	to	6299	931 156 1671	to	1699
854 304 4089	to	4999	872 100 0445	to	0459	914 896 4658	to	4699	932 506 6400	to	6599
854 529 2200	to	2299	900 556 4178	to	4199	915 187 8774	to	8779	932 732 1796	to	1799
854 532 0000	to	2999	900 845 0044	to	0099	915 300 2783	to	2799	932 827 9026	to	9099
855 001 6204	to	6249	900 936 0217	to	0299	915 546 6822	to	6999	932 957 2300	to	2399
855 319 9364	to	9399	900 936 0435	to	0499	915 646 5183	to	5199	933 060 6160	to	6189
855 361 3390	to	3399	901 058 5255	to	5280	915 671 3963	to	3980	933 387 2541	to	2561
856 226 0490	to	0499	901 273 1082	to	1099	915 671 3982	to	3999	933 760 3609	to	4199
856 656 5800	to	5999	901 287 5143	to	5199	915 675 2217	to	2299	933 894 0928	to	0999
856 752 0200	to	0299	901 291 2789	to	2799	916 440 3377	to	3399	934 018 2729	to	2741
857 111 1352	to	1399	901 525 7122	to	7199	916 670 6352	to	6399	934 180 0300	to	0399
857 279 3450	to	3499	902 089 1253	to	1299	916 682 5300	to	5399	934 236 3954	to	3999
857 843 4000	to	4099	902 198 9769	to	9799	916 694 1414	to	1499	934 622 8717	to	8999
858 124 7644	to	7699	902 948 1269	to	1299	916 703 0802	to	0821	935 216 0312	to	0399
858 756 3111	to	3299	902 985 0833	to	0899	917 089 0709	to	0799	935 843 2202	to	2247
859 063 8200	to	8699	903 370 6934	to	6999	917 089 0842	to	0899	936 024 8889	to	8899
859 190 0600	to	0644	904 600 6523	to	6599	917 216 2928	to	2999	936 339 4455	to	4499
859 437 5538	to	5599	904 892 0378	to	0399	917 370 6300	to	6499			
859 811 2888	to	2899	904 892 0648	to	1299	917 486 4900	to	4999			
859 855 8873	to	8999	905 056 2216	to	2299	918 460 0602	to	0699			
860 240 8520	to	8599	905 510 6647	to	6799	918 951 7231	to	7299			
860 275 3900	to	3999	905 510 6900	to	7099	919 519 2786	to	2799			
860 518 9629	to	9699	905 794 0000	to	0199	919 536 0770	to	0799			

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 all interim notices when the numbers listed appear in the *Postal Bulletin*. The new money order serial numbers consist of the first 9 digits. The 10th digit is a check digit only.

Do not cash outdated money orders **104 151 601 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
720 227 871	to	7 930	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	730 077 683	to	7 840	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	750 071 587	to	1 610
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	740 011 517	to	1 530	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	800 872 741	to	2 830
753 194 311	to	4 370	763 178 631	to	8 660	773 348 739	to	8 940	801 349 801	to	9 830
753 620 378	to	0 400	763 506 001	to	6 060	773 348 739	to	8 940	801 676 681	to	7 100
754 013 917	to	3 940	763 522 141	to	2 470	773 575 891	to	5 950	802 967 821	to	7 940
754 161 061	to	1 120	763 717 694	to	7 800	773 852 971	to	3 030	803 217 601	to	7 780
754 358 445	to	8 610	763 826 461	to	6 520	775 373 449	to	3 460	803 729 731	to	9 850
754 410 451	to	0 660	763 900 460	to	0 471	789 257 191	to	7 250	803 747 402	to	7 520
754 438 393	to	8 410	763 900 479	to	0 530	790 448 020	to	8 460	804 138 181	to	8 420
754 493 109	to	3 130	763 917 271	to	7 750	790 597 485	to	7 530	804 428 224	to	8 250
754 664 182	to	4 220	764 125 801	to	5 860	790 911 883	to	1 900	804 682 411	to	2 710
754 816 377	to	6 470	764 284 525	to	4 560	791 057 441	to	7 550	805 272 525	to	2 540
755 487 421	to	7 600	764 526 241	to	6 330	791 239 081	to	9 290	805 523 445	to	3 460
755 592 901	to	3 140	764 601 421	to	1 600	791 374 483	to	4 500	805 745 704	to	5 730
755 790 020	to	0 030	764 650 231	to	0 470	791 387 971	to	8 030	806 452 907	to	2 980
755 791 730	to	1 800	764 984 371	to	4 850	791 447 521	to	7 850	806 744 781	to	4 850
755 926 951	to	7 070	765 003 667	to	3 680	791 451 151	to	1 240	806 982 181	to	2 300
755 934 332	to	4 510	765 042 517	to	2 540	791 500 009	to	0 470	807 764 791	to	4 910
755 957 701	to	8 000	765 194 728	to	4 970	791 771 431	to	1 490	808 089 931	to	9 960
755 962 981	to	3 280	765 387 365	to	7 450	792 004 293	to	4 320	808 656 423	to	6 450
756 035 371	to	5 490	765 541 801	to	2 100	792 018 379	to	8 420	808 753 771	to	3 800
756 301 257	to	1 290	765 638 461	to	8 970	792 070 621	to	0 740	809 189 001	to	9 010
756 371 565	to	1 580	765 647 101	to	7 190	792 145 211	to	5 230	809 886 879	to	6 930
756 876 031	to	6 120	765 813 781	to	4 029	792 391 381	to	1 620	809 890 489	to	0 500
756 876 151	to	6 240	765 879 314	to	9 390	792 452 779	to	2 790	810 323 734	to	3 760
756 970 129	to	0 140	765 954 001	to	4 030	792 772 728	to	2 770	810 367 116	to	7 140
757 059 613	to	9 630	766 120 286	to	0 320	792 903 511	to	3 990	810 526 351	to	6 500
757 078 540	to	8 560	766 125 716	to	5 750	793 282 518	to	2 533	810 806 911	to	6 940
757 086 209	to	6 240	766 158 824	to	8 840	794 041 831	to	2 040	810 807 211	to	7 240
757 240 591	to	0 650	766 388 433	to	8 460	794 397 709	to	7 780	811 423 021	to	3 110
757 277 371	to	7 700	766 509 421	to	9 660	794 581 741	to	2 040	811 517 221	to	7 239
757 291 591	to	2 730	766 572 901	to	3 020	794 592 122	to	2 150	811 721 101	to	1 130
757 964 251	to	4 280	766 748 500	to	8 521	795 032 251	to	2 340	812 025 721	to	5 900
758 067 001	to	7 090	767 024 341	to	4 370	795 796 291	to	6 350	812 093 073	to	3 130
758 105 221	to	5 250	767 326 471	to	6 590	796 070 139	to	0 160	812 100 821	to	0 840
758 324 941	to	5 000	767 332 561	to	2 950	796 143 151	to	3 630	812 465 251	to	5 610
758 593 628	to	3 650	768 009 841	to	9 960	796 159 725	to	9 740	812 918 341	to	8 670
758 709 038	to	9 060	768 011 489	to	1 520	796 169 306	to	9 340	812 918 701	to	8 760
758 744 101	to	4 160	768 177 980	to	7 990	796 373 406	to	3 430	813 050 491	to	0 520
758 850 883	to	0 900	768 391 081	to	1 170	796 602 961	to	3 050	813 073 171	to	3 200
758 860 951	to	1 550	768 661 569	to	1 650	796 708 441	to	8 500	813 398 476	to	8 550
759 152 851	to	2 880	769 000 051	to	0 080	796 886 281	to	6 430	813 713 971	to	4 000
759 740 941	to	1 090	769 050 841	to	0 900	796 901 701	to	2 000	813 858 121	to	8 150
760 004 596	to	4 610	769 159 081	to	9 178	796 975 466	to	5 590	814 789 330	to	9 349
760 118 191	to	8 250	769 737 496	to	7 510	797 272 917	to	2 950	814 984 656	to	4 680
760 155 001	to	5 090	769 778 491	to	8 730	797 519 441	to	9 460	815 016 020	to	6 030
760 378 002	to	8 020	769 827 331	to	7 450	797 519 731	to	0 240	815 199 410	to	9 420
760 692 722	to	2 749	770 216 071	to	6 100	797 535 181	to	5 330	815 240 491	to	0 520
761 055 460	to	5 480	770 723 281	to	3 400	797 646 151	to	6 180	815 755 591	to	5 620
761 169 781	to	9 810	770 790 451	to	0 480	798 040 053	to	0 080	815 755 622	to	5 650
761 504 941	to	5 120	770 915 150	to	5 490	798 055 813	to	5 830	815 806 381	to	6 680
761 516 836	to	6 910	771 455 551	to	5 610	798 055 891	to	5 950	816 126 834	to	6 870
761 613 588	to	3 600	771 609 661	to	9 690	798 326 371	to	6 520	816 156 721	to	6 780
761 688 631	to	8 690	771 932 551	to	2 580	798 339 167	to	9 210	816 580 903	to	0 920
761 805 199	to	5 240	772 057 224	to	7 440	798 562 411	to	2 440	816 945 571	to	5 600
761 826 106	to	6 120	772 162 660	to	3 070	798 632 461	to	2 490	817 253 011	to	3 280
761 881 171	to	1 560	772 718 615	to	8 640	798 807 151	to	7 510	817 763 881	to	4 060
761 975 641	to	5 670	772 940 140	to	0 160	798 944 761	to	5 030	818 330 562	to	0 610
761 975 886	to	5 895	772 970 886	to	0 940	799 118 616	to	8 640	818 459 641	to	9 670
762 304 144	to	4 170	773 009 419	to	9 430	799 133 191	to	3 220	818 926 273	to	6 320
762 324 931	to	4 960	773 112 031	to	2 060	799 177 626	to	7 650	818 950 351	to	0 380
762 439 261	to	9 290	773 125 387	to	5 410	799 854 751	to	5 200	818 962 492	to	2 530
762 524 158	to	4 220	773 179 320	to	9 410	800 044 320	to	4 410	819 032 341	to	2 730
762 584 872	to	4 970	773 202 989	to	3 140	800 211 901	to	2 440	819 127 054	to	7 080
762 593 431	to	3 460	773 208 991	to	9 290	800 427 530	to	7 540	819 278 540	to	8 670

819 544 681	to	4 740	822 900 991	to	1 020	826 582 951	to	3 430	828 732 331	to	2 390
819 928 441	to	8 650	822 925 951	to	6 100	826 720 201	to	0 230	828 807 781	to	7 840
820 034 406	to	4 430	823 284 931	to	4 990	827 005 671	to	5 830	828 830 952	to	0 963
820 070 761	to	1 540	823 293 031	to	3 210	827 287 861	to	7 950	828 939 781	to	0 050
820 191 342	to	1 360	823 556 011	to	6 100	827 291 502	to	1 520	829 002 721	to	2 870
820 274 856	to	4 880	824 078 341	to	8 370	827 575 381	to	5 470	829 005 301	to	5 540
820 600 171	to	0 230	824 156 325	to	6 340	827 609 085	to	9 100	829 080 241	to	0 330
821 172 241	to	2 360	824 511 252	to	1 270	827 619 811	to	9 840	829 160 986	to	1 000
821 229 661	to	9 720	824 588 281	to	8 370	827 883 511	to	3 600	829 176 841	to	6 930
821 229 743	to	9 780	825 140 397	to	0 460	828 160 441	to	0 530	829 471 561	to	1 590
821 903 731	to	3 910	825 409 651	to	9 680	828 376 201	to	6 260	829 561 065	to	1 080
821 927 841	to	7 850	825 472 171	to	2 200	828 441 602	to	1 630	829 566 481	to	6 510
822 505 801	to	5 830	826 042 898	to	2 920	828 539 316	to	9 340	829 569 931	to	9 960
822 703 442	to	3 470	826 226 644	to	6 670	828 539 341	to	9 370			

— Criminal Investigations Group, Postal Inspection Service, 10-21-10

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.

— *Special Services,
Retail Products and Services, 10-21-10*

Counterfeit Canadian Money Order Forms

Do Not Cash

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

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

— *Criminal Investigations Group,
Postal Inspection Service, 10-21-10*

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.

— *Criminal Investigations Group,
Postal Inspection Service, 10-21-10*

Other Information

Overseas Military/Diplomatic Mail

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

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

which conditions of mailing apply. **Acceptance clerks may contact the Military Postal Service Agency with any questions regarding APO/FPO/DPO ZIP Codes, toll free, at 800-810-6098, Monday–Friday, 0730–1600 ET.**

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

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

Changes

APO/FPO/DPO	Action	Effective Date	See Restrictions
APO AE 09318	Close	Immediately	
DPO AE 09820	Remove I, Z; Add J	10/21/10	A-A1-B-B2-F-H-H1-J-L-M-N-R-R1-T-V-Z1

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

APO/FPO/DPO Table

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
09002	A1-B-C-D-M-R-U	09063	A1-B-C-D-L-M-R-U	09139	A1-B-C-D-M-R-U	09305	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09003	A1-B-C-D-M-P-R-U	09067	A1-B-C-D-M-R-U	09140	A1-B-C-D-M-R-U		
09004	A1-B-C-D-M-R-U	09068	A1-B-C-D-U-Z1	09142	A1-B-C-D-F-F1-P-R-U	09306	A-A1-B-C1-E2-F-H1-R-R1-U2-V-Z1
09005	A1-B-C-D-M-P-R-U	09069	A-A1-B-C-D-U-V	09143	A1-B-C-D-M-R-U	09307	A1-B-N-V-Z1
09006	A1-B-C-D-M-R-U	09075	A1-B-C-D-M-R-U	09154	A1-B-C-D-M-R-U	09308	A-A1-B-C1-E2-F-H1-M-R-V-Z1
09007	A1-B-C-D-M-R-U	09079	A1-B-C-D-M-R-U	09172	A1-B-C-D-M-R-U	09309	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09008	A-A1-B-C-D-M-P-R-U	09080	A1-B-C-D-F1-M-R-U	09173	A1-B-C-D-M-R-U	09310	A-A1-B-C1-E2-F-H1-M-R-V-Z1
09009	A1-B-C-D-F1-M-R-U	09081	A1-B-C-D-M-R-U	09177	A1-B-C-D-M-R-U	09311	A-A1-B-C1-E2-F-H1-M-R-V-Z1
09011	A1-B-C-D-M-R-U	09086	A1-B-C-D-M-R-U	09180	A1-B-C-D-M-R-U	09312	A-A1-B-C1-E2-F-H1-R-R1-U2-V-Z1
09012	A1-B-C-D-F-F1-M-R-U	09088	A1-B-C-D-M-R-U	09186	A1-B-C-D-M-R-U	09313	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09013	A1-B-C-D-F-F1-M-R-U-Z1	09090	A1-B-C-D-M-P-R-U	09211	A1-B-C-D-M-P-R-U	09314	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09014	A1-B-C-D-M-R-U	09092	A1-B-C-D-M-R-U	09213	A1-B-C-D-F1-M-R-U	09315	A-A1-B-C1-E2-F-H1-M-N-R-R1-V-Z1
09020	A1-B-C-D-M-R-U	09094	A1-B-C-D-F-F1-M-P-R	09214	A1-B-C-D-F1-M-R-U	09316	A-A1-B-C1-E2-F-H1-M-R-R1-U2-V-Z1
09021	A1-B-C-D-F1-M-R-U	09095	A1-B-C-D-M-R-U	09226	A1-B-C-D-F1-M-R-U	09317	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09028	A1-B-C-D-M-R-U	09096	A1-B-C-D-M-R-U	09227	A1-B-C-D-F1-M-R-U	09320	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09033	A1-B-C-D-M-R-U	09099	A1-B-C-D-M-R-U	09229	A1-B-C-D-M-R-U	09321	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09034	A1-B-C-D-M-R-U	09100	A1-B-C-D-M-R-U	09237	A1-B-C-D-M-R-U-V	09327	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09038	A1-B-C-D-M-R-U	09102	A1-B-C-D-M-R-U	09245	A1-B-C-D-M-R-U	09328	A-A1-B-C1-E2-F-H1-N-R-R1-V-Z1
09042	A1-B-C-D-M-R-U	09103	A1-B-C-D-U	09250	A1-B-C-D-M-R-U		
09046	A1-B-C-D-M-R-U	09104	A1-B-C-D-F1-M-R-U	09261	A1-B-C-D-F1-M-R-U-V		
09049	A1-B-C-D-M-R-U	09107	A1-B-C-D-M-R-U	09263	A1-B-C-D-M-R-U		
09051	A1-B-C-D-M-R-U	09112	A1-B-C-D-M-R-U	09264	A1-B-C-D-M-R-U		
09053	A1-B-C-D-M-R-U	09114	A1-B-C-D-M-R-U	09265	A1-B-C-D-F1-M-N-R-U		
09054	A1-B-C-D-M-R-U	09123	A1-B-C-D-F1-M-R-U	09267	A1-B-C-D-M-R-U		
09055	A1-B-C-D-F-M-R-R1-U-V	09126	A1-B-C-D-F-F1-M-P-R	09301	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1		
09058	A1-B-C-D-M-R-U	09128	A1-B-C-D-M-R-U	09302	A-A1-B-C1-F-F1-M-N-V-Z-Z1		
09059	A1-B-C-D-M-R-U	09131	A1-B-C-D-M-R-U	09304	A-A1-B-C1-E2-F-H1-M-R-V-Z1		
09060	A1-B-C-D-F1-M-R-U	09136	A1-B-C-D-F1-M-R				
		09137	A1-B-C-D-F1-M-R-U				
		09138	A1-B-C-D-M-R-U				

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
09330	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09368	A-A1-B-C1-E2-F-H1-M-N-R-V-Z1	09505	A1-B-V	09617	A1-B-C-F-U
09331	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09369	A-A1-B-C1-E2-F-H1-M-R-R1-V	09506	A1-B-V	09618	A1-B-C-F-U
09332	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09370	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09507	A1-B-V	09620	A1-B-C-F-U
09333	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09371	A-A1-B-C1-E2-F-H1-M-R-V	09508	A1-B-V	09621	A1-B-C-F-U
09334	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09372	A-A1-B-C1-E2-F-H1-M-R-R1-V	09509	A1-B-V	09622	A1-B-C-F-U
09336	A-A1-B-C1-E2-F-H1-R-R1-U2-V-Z1	09373	A-A1-B-C1-E2-F-H1-M-R-R1-V	09510	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09623	A1-B-C-F-U
09337	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09374	A-A1-B-C1-E2-F-H1-M-R-V-Z1	09511	A1-B-V	09624	A1-B-C-F-U
09338	A-A1-B-C1-E2-F-H1-M-R-R1-U2-V-Z1	09375	A-A1-B-C1-E2-F-H1-M-R-V-Z1	09513	A1-B-F-F1-R-R1-V	09625	A1-B-C-F-U
09339	A-A1-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09376	A-A1-B-C1-E2-F-H1-M-R-R1-V	09517	A1-B-F-F1-R-R1-V	09626	A1-B-C-F-U
09340	A-A1-B-C1-F-R-V	09377	A-A1-B-C1-E2-F-H1-M-R-R1-V	09524	A1-B-F-F1-R-R1-V	09627	A1-B-C-F-U
09342	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09378	A-A1-B-C1-E2-F-H1-M-R-R1-U2-V-Z1	09532	A1-B-F-F1-R-R1-V	09630	A1-B-C-F-U
09343	A-A1-B-C1-F-M-N-V-Z1	09380	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09534	A1-B-F-F1-R-R1-V	09633	A1-B-B2-C-D-F-F1-M-R-U-U1-U2-U3-V-Z1
09344	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09382	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09543	A1-B-F-F1-R-R1-V	09636	A1-B-C-F-U
09347	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09383	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09545	A1-B-V	09642	A1-B-M-N-R-U
09348	A-A1-B-C1-E2-F-H1-M-R-R1-U2-V-Z1	09384	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09549	A1-B-V	09643	A1-B-M-R-U
09350	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09387	A-A1-B-C1-E2-F-H1-M-R-V	09554	A1-B-F-F1-R-R1-V	09644	A1-B-C-F-F1-U
09351	A-A1-B-C1-E2-F-H1-M-R-V-Z1	09391	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09556	A1-B-F-F1-R-R1-V	09647	A1-B-N-R-U
09352	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09393	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09557	A1-B-F-F1-R-R1-V	09648	A1-B-N-U-V-Z1
09353	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09396	A-A1-B-C1-E2-F-H1-M-R-R1-U2-V-Z1	09564	A1-B-F-F1-R-R1-V	09649	A1-B-N-U-Z1
09354	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09402	A-A1-B-C-F-R-R1-U3-W	09565	A1-B-F-F1-R-R1-V	09701	A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09355	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09403	A1-B-C-C1-M-R-U	09566	A1-B-F-F1-R-R1-V	09702	A1-B-C-C1-F1-M-R-R1-U
09356	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09421	A1-B-C-C1-M-R-U	09567	A1-B-F-F1-R-R1-V	09703	A1-B-C-F1-U
09357	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09447	A1-B-C-C1-R-U-V	09568	A1-B-V	09704	A1-B-C-V
09358	A-A1-B-C1-E2-F-F1-H1-M-N-R-R1-T-V-W-Z1	09454	A1-B-C-C1-M-R-U-V	09569	A1-B-F-F1-R-R1-V	09705	A1-B-U
09359	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09456	A1-B-C-C1-H-H1-M-R-Z1	09570	A1-B-F-F1-R-R1-V	09706	A1-B-C-N-R-U-V
09360	A1-B-V	09459	A1-B-C-C1-M-R-U	09573	A1-B-F-F1-R-R1-V	09707	A1-B-C-N-R-U-V
09361	A-A1-B-C1-E2-F-H1-M-R-R1-U2-V-Z1	09461	A1-B-C-C1-M-P-R-U	09574	A1-B-F-F1-R-R1-V	09708	A1-B
09362	A-A1-B-C1-E2-F-H1-R-V-Z1	09463	A1-B-C-C1-R-U	09575	A1-B-F-F1-R-R1-V	09709	A1-B-F1
09363	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09464	A1-B-C-C1-R-U	09576	A1-B-F-F1-R-R1-V	09710	A1-B-C-C1-F1-M-N-R-R1-U
09364	A-A1-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09466	A1-B-C-C1-M-R-U	09577	A1-B-V	09711	A1-B-F1-N-R-Z1
09365	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09468	A1-B-C-C1-M-R-U	09578	A1-B-F-F1-R-R1-V	09713	A1-B-C-F1-R
09366	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09469	A1-B-C-C1-R-U	09579	A1-B-V	09714	A1-B-C-C1-F1-M-R-R1-U
		09470	A1-B-C-C1-M-R-U	09588	A1-B-V	09715	A1-B-F1-M-R
		09494	A1-B-C-C1-M-R-U	09589	A1-B-V	09716	A1-B-C-D-M-N-R-U-V
		09496	A1-B-C-C1-R-U-V	09590	A1-B-V	09717	A-A1-B-M-R-V-W
		09498	A1-B-C-C1-F-F1-F2-J-L-N-R-R1-T-V-Z1	09591	A1-B-F-F1-R-R1-V	09718	A1-B-F-I-N-R-U-V
		09501	A1-B-V	09593	A1-B-V	09719	A1-B-C-D-M-R-U-V
		09502	A1-B-V	09594	A1-B-V	09720	A1-B-M-R-U-V
		09503	A1-B-V	09596	A1-B-V	09721	A1-B-N-R-U-V-Z1
		09504	A1-B-V	09599	A1-B-F-F1-R-R1-V	09722	A-A1-B-F-N-Q-V-Z1
				09602	A1-B-C-F-F1-N-R-U	09723	A1-B-M-N-R-U-V-Z1
				09603	A1-B-C-F-F1-R-U-V	09724	A1-B-C-C1-F1-M-R-R1-U
				09604	A1-B-C-F-F1-P-R-U-V	09726	A1-B-M-N-R-U-V
				09605	A1-B-C-D-M-R-U-V	09727	A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
				09606	A1-B-C-D-M-R-U-V	09728	A-A1-B-B2-C-C1-F-J-L-N-R-R1-T-V-Z1
				09607	A-A1-B-C-F-F1-M-R-R1-U-U3-V-W	09729	A1-B-C-F-N-R-R1-U-V
				09608	A1-B-C-F-N-U-V	09730	A-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1
				09609	A1-B-C-F-U		
				09610	A1-B-C-F-F1-M-R-U-V		
				09613	A1-B-C-F-U-V		

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
09731	A-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1	09808	A-A1-B-C1-E2-F-H1-M-R-V	09868	A-A1-B-U-V-Z1	96205	A-A1-B-U
09732	A1-B-N-V-Z1	09809	A1-B-V-Z1	09870	A-A1-B-C1-E2-F-H1-M-R-R1-U-V-Z1	96206	A-A1-B-U
09733	A1-B-N-V	09810	A-A1-B-F-F1-N-R-V-Z1	09880	A-A1-B-C1-E2-F-H1-R-R1-U-V-Z1	96207	A-A1-B-V
09734	A-A1-B-C-C1-F-J-L-M-N-R-R1-T-V-Z1	09811	A1-B-E2-E3-F-H1-N-R-R1-U1-V-Z1	09890	A1-B-E2-F-H1-N-R-R1-U2-V-Z1	96209	A-A1-B-J-L-N-U
09735	A1-B-N-V-Z1	09812	A1-B-E2-E3-F-F1-I-N-R-U-V-Z1	09892	A-A1-B-E2-F-N-R-R1-V-Z1	96213	A-A1-B-U
09736	A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1	09813	A-A1-B-B2-C1-E2-E3-F-J-L-N-R-R1-T-V-Z1	09898	A1-B-E2-F-H1-N-R-R1-U2-V-Z1	96214	A-A1-B-U
09737	A-A1-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-W-Y-Z1	09814	A1-B-E2-E3-F-F1-I-N-R-U-V-Z1	34002	A1-B-J-L-N-U-Z1	96218	A-A1-B-U
09738	A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1	09815	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	34004	A-B-J-L-N-U-V	96224	A-A1-B-U
09739	A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1	09816	A-A1-B-B2-C-C1-E2-E3-F-J-L-N-R-R1-T-V-Z1	34006	A-A1-B-C1-F1-N-V-Z1	96257	A-A1-B-U
09741	A-A1-B-C1-E2-F-F1-H1-J-L-M-N-R-R1-T-V-W-Y-Z1	09817	A-A1-B-B2-C1-E2-E3-F-F1-H-H1-J-L-M-N-R-T-V-Z1	34007	A-A1-B-C1-F-F1-M-N-R-R1-V-Z1	96260	A-A1-B-U-V
09742	A-A1-B-B2-F-F1-J-L-M-N-R-T-V-Z1	09818	A-A1-B-C-F-M-V-Z1	34008	A1-B-B2-D-E1-F-H-H1-J-L-M-N-R-R1-T-V-Z1	96264	A-A1-B-U
09743	A-A1-B-F-N-Q-V-Z-Z1	09819	A-A1-B-P-R-V-Z1	34011	A1-B-B2-C1-E2-F-J-L-M-N-R-R1-T-V-Z1	96267	A-A1-B-U-V
09744	A-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1	09820	A-A1-B-B2-F-H-H1-J-L-M-N-R-R1-T-V-Z1	34020	A1-B-J-L-M-N-U-V-Z1	96269	A-A1-B-U
09745	A-A1-B-F-F1-M-N-R-R1-V-Z1	09821	A-A1-B-F-R-V-Z1	34021	A1-B-J-L-M-N-U-V-Z1	96271	A-A1-B-U
09746	A-A1-B-C-E1-N-V-Z-Z1	09822	A-A1-B-F-R-V-Z1	34022	A1-B-D-F-J-L-M-N-U-V-Z1	96275	A-A1-B-V
09747	A1-B-F-J-N-U-V-Z1	09823	A-A1-B-F-R-V-Z1	34023	A1-B-J-L-M-N-U-V-Z1	96276	A-A1-B
09748	A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1	09824	A-A1-B-F-R-V-Z1	34024	A1-B-L-M-N-U-V-Z1	96278	A-A1-B-U
09749	A-A1-B-F-N-V-Z1	09825	A-A1-B-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1	34025	A1-B-F-J-L-M-N-U-V-Z1	96283	A-A1-B-U
09750	A-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1	09827	A-A1-B-F-F1-N-R-V-Z1	34030	A1-B-J-L-M-N-U-V-Z1	96284	A-A1-B-U-V
09751	A1-B-C-D-M-R-U	09828	A1-B-J-L-N-V-Z1	34031	A1-B-J-L-M-N-U-V-Z1	96297	A-A1-B-U
09752	A1-B-C-D-U	09829	A1-B-C-N-R-V-Z1	34032	A1-B-J-L-M-N-U-V-Z1	96303	A1-B-H-L-M-N-V-W
09754	A1-B-U	09830	A1-B-C-M-N-R-V-Z1	34033	A1-B-C-F-J-L-M-N-V-Z1	96306	A1-B-F-F1-F2-H-M-W
09755	A1-B-U	09831	A1-B-F-N-U-V-Z1	34034	A1-B-J-L-M-N-V-Z1	96309	A1-B-M-V-W
09756	A1-B-U	09832	A-A1-B-U1-V-Z1	34035	A1-B-H-J-L-M-N-U-V-Z1	96310	A1-B-M-W
09757	A1-B-U	09833	A1-B-U1-V-Z1	34036	A1-B-J-L-M-N-U-V-Z1	96319	A1-B-M-W
09758	A-A1-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1	09834	A1-B-F-F1-R-R1-V-Z1	34037	A1-B-C-F-H-I-L-M-N-V-Z1	96321	A1-B-F-F1-F2-H-M-W
09759	A-A1-B-B2-C-C1-E2-F-F1-F2-J-L-N-R-R1-T-V-Z1	09835	A-A1-B-V-Z1	34038	A1-B-L-M-N-U-V-Z1	96322	A1-B-F-F1-F2-H-M-W
09762	A-A1-B-B2-E3-F-F1-J-L-N-R-R1-T-V-Z1	09836	A-A1-B-C-F-M-V-Z1	34039	A1-B-J-L-M-N-U-V-Z1	96323	A1-B-M-V-W
09769	A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1	09837	A1-B-V-Z1	34041	A1-B-J-L-M-N-U-V-Z1	96326	A1-B-M-W
09777	A-A1-B-C-E1-M-N-R	09838	A1-B-V-Z1	34042	A1-B-D-F-M-N-V-Z1	96328	A1-B-M-W
09780	A-A1-B-F-N-R-V	09839	A-A1-B-U-V-Z1	34050	A1-B-V	96330	A1-B-M-W
09798	A1-B-C-D-L-U-V	09840	A-A1-B-V-Z1	34055	A1-B-J-L-M-N-U-V-Z1	96336	A1-B-M-V-W
09801	A-A1-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09841	A-A1-B-N-R-U-Z1	34058	A1-B-F-F1-R-R1-V-Z1	96337	A1-B-M-W
09803	A1-B-E2-E3-F-H1-N-R-R1-U1-V-Z1	09842	A-A1-B-M-N-R-Z1	34060	A1-B-B2-C1-E2-F-I-L-N-R-R1-T-V-Z1	96339	A1-B-M-V-W
09804	A-A1-B-F-F1-N-R-V-Z1	09843	A-A1-B-J-L-N-V	34078	A1-B-F1-N-V-Z1	96343	A1-B-M-W
09805	A-B-F-F1-R-R1-V-Z1	09844	A-A1-B-C-F-N-U-V-Z1	34090	A1-B-F-F1-R-R1-V	96346	A1-B-F-F1-F2-H-M-V-W
09806	A-A1-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09852	A1-B-E2-E3-F-H1-N-R-R1-U1-V-Z1	34091	A1-B-F-F1-R-R1-V	96347	A1-B-F-F1-F2-H-M-W
09807	A-A1-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09853	A1-B-E2-F-H1-R-R1-U2-V-Z1	34092	A1-B-F-F1-R-R1-V	96348	A1-B-F-F1-F2-H-M-W
		09855	A-A1-B-C1-E2-F-H1-R-R1-U2-V-Z1	34093	A1-B-F-F1-R-R1-V	96349	A1-B-F-F1-F2-H-M-W
		09858	A1-B-E2-E3-F-H1-N-R-R1-U1-V-Z1	34095	A1-B-V	96350	A1-B-F-F1-F2-H-M-W
		09859	A1-B-C1-F-F1-H1-N-R-R1-V-Z1	34098	A1-B-V	96351	A1-B-F-F1-F2-H-M-W
		09865	A-A1-B-V-Z1	34099	A1-B-V	96362	A1-B-F-F1-F2-M-W
				96201	A-A1-B	96365	A1-B-M-V-W
				96202	A-A1-B-U	96367	A1-B-L-M-W
				96203	A-A1-B	96368	A1-B-M-W
				96204	A-A1-B	96370	A1-B-F-F1-F2-H-M-W
						96372	A1-B-M-W
						96373	A1-B-M-W
						96374	A1-B-M-W
						96375	A1-B-M-W
						96376	A1-B-M-W
						96377	A1-B-M-W

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
96378	A1-B-M-W	96532	A-A1-B-H-J-L-M-N-U-V	96602	A1-B-V	96660	A1-B-F-F1-R-R1-V
96379	A1-B-M-W	96534	A-A1-B-F	96603	A1-B-V	96661	A1-B-F-F1-R-R1-V
96384	A1-B-M-W	96535	A-A1-B-F-V	96604	A1-B-V	96662	A1-B-F-F1-R-R1-V
96386	A1-B-M-W	96537	A1-B-V	96605	A1-B-V	96663	A1-B-F-F1-R-R1-V
96387	A1-B-M-W	96538	A1-B-V	96606	A1-B-V	96664	A1-B-V
96388	A1-B-M-W	96540	A1-B-V	96607	A1-B-V	96665	A1-B-V
96401	A1-B-F-N-V-Z1	96541	A1-B-V	96608	A1-B-V	96666	A1-B-V
96426	A-A1-B-C1-E2-F-H1-M-R-V	96542	A1-B-V	96609	A1-B-V	96667	A1-B-F-F1-R-R1-V
96427	A-A1-B-C1-E2-F-H1-M-R-R1-V	96543	A1-B-P-V	96610	A1-B-V	96668	A1-B-F-F1-R-R1-V
96447	A1-B-F-N-U3-V	96544	A1-B-F-N-U3-V	96611	A1-B-V	96669	A1-B-F-F1-R-R1-V
96501	A-A1-B-N-V	96546	A1-B-F-U3	96612	A1-B-F-F1-R-R1-V	96670	A1-B-V
96502	A1-B-F-N-U3-V	96548	A-A1-B-H-M-U	96613	A-A1-B-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1	96671	A1-B-F-F1-R-R1-V
96503	A1-B-F-N-U3-V	96549	A-A1-B-H-M-U	96614	A-A1-B-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1	96672	A1-B-F-F1-R-R1-V
96507	A-A1-B-F-V	96550	A-A1-B-H-M-U-V	96615	A1-B-F-F1-R-R1-V	96673	A1-B-V
96510	A1-B-I-N-V	96551	A-A1-B-H-M-N-U	96616	A1-B-F-F1-R-R1-V	96674	A1-B-F-F1-R-R1-V
96511	A1-B-I-N-V	96552	A1-B	96617	A1-B-F-F1-R-R1-V	96675	A1-B-F-F1-R-R1-V
96515	A1-B-D-F-U3	96553	A-A1-B-F-F1-H-M-U	96619	A1-B-V	96677	A1-B-F-F1-R-R1-V
96516	A1-B-D-F	96554	A-A1-B-H-M-U	96620	A1-B-F-F1-R-R1-V	96678	A1-B-F-F1-R-R1-V
96517	A1-B-F-U3-V	96555	A1-B-F-M-V	96621	A1-B-V	96679	A1-B-F-F1-R-R1-V
96518	A1-B-V	96557	A1-B-F-M-V	96622	A1-B-F-F1-R-R1-V	96681	A1-B-V
96520	A1-B-F-N-U3-V	96562	A-A1-B-B2-C-C1-D-E2-E3-F-F1-H-H1-I-L-M-N-R-T-V-Z-Z1	96624	A1-B-F-F1-R-R1-V	96682	A1-B-V
96521	A1-B-F-N-U3	96577	A-A1-B-F-H-M-U	96628	A1-B-F-F1-R-R1-V	96683	A1-B-V
96522	A1-B-F-N-U	96595	A1-B-V	96629	A1-B-F-F1-R-R1-V	96686	A1-B-V
96530	A-A1-B-F-F1-H-H1-M-N-U-V	96598	A1-B-N-V	96643	A1-B-F-F1-R-R1-V	96687	A1-B-V
96531	A-A1-B-F-F1-H-M-N-U-V	96599	A1-B-N-V	96650	A1-B-F-F1-R-R1-V	96698	A1-B-V
		96601	A1-B-V	96657	A1-B-F-F1-R-R1-V		

RESTRICTIONS

LEGEND

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

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

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

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

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

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

B. Regardless of mail class, a customs declaration form is required for all items weighing 16 ounces or more, or any item (regardless of weight) containing potentially dutiable mail contents (e.g., merchandise) addressed to an APO, FPO, or DPO ZIP Code. PS Form 2976 is required for items weighing less than 16 ounces, and PS Form 2976-A is required for items weighing 16 ounces or more. No customs form is required for items weighing less than 16 ounces when the contents are not potentially dutiable (e.g., documents). When the surface area of the address side of the mailpiece is not large enough to contain a PS Form 2976-A, the smaller PS Form 2976 may be substituted (e.g., the Priority Mail Small Flat Rate Box). The following exceptions apply:

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

B2. All federal, state, and local government agencies must complete customs documentation when sending potentially dutiable mail addressed to or from this APO, FPO, or DPO.

C. Cigarettes and other tobacco products are prohibited.

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

D. Coffee is prohibited.

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

E2. Any matter depicting nude or seminude persons, pornographic or sexual items, or nonauthorized political materials is prohibited. Although religious materials contrary to the Islamic faith are prohibited in bulk quantities, items for the personal use of the addressee are permissible.

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

F. Firearms of any type are prohibited in all classes of mail. See definitions of firearms in DMM 601.11.1.c. This restriction does not apply to firearms mailed to or by official U.S. government agencies. The restriction for mail to this APO/FPO/DPO ZIP Code does not apply to firearms mailed from this APO/FPO/DPO ZIP Code, provided ATF and USPS regulations are met. Antique firearms are a separate category defined in DMM 601.11.2 and ATF regulations; they do not require an ATF form.

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

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

G. Only letters, flats, and Periodicals are authorized. Parcels of any class are prohibited.

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

H1. Pork or pork by-products are prohibited.

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

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

The maximum length and girth combined may not exceed 68 inches.

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

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, vegetables, animals, and living plants are prohibited.

N. Registered mail is prohibited.

O. Delivery status information for Extra Services is not available on USPS.com.

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

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

R. All alcoholic beverages, including those mailable under DMM 601.11.7, are prohibited.

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

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

- Maximum length 12 inches.
- Maximum width 12 inches.
- Maximum height 5 1/2 inches.
- Maximum weight 25 pounds.

The maximum length and girth combined may not exceed 47 inches.

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

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

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

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

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

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

V1. Delivery Confirmation service is not available.

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

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

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

Z. No outside pieces (OSPs).

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

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

U.S. Flag at Half-Staff

How to Display

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

Specific Dates

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

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



Note 1: When May 15, which is the date for Peace Officers Memorial Day, falls on the third Saturday in May, which is the date for Armed Forces Day, display the U.S. flag in the full-staff position, *not* at half-staff.

Note 2: On the last Monday in May, when Memorial Day is observed, display the flag at half-staff from sunrise, or the hour at which you raise it, until noon, and then hoist it to the peak of the staff, until the time of closing or no later than sunset.

POW-MIA Flag

How to Display

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

- If displayed on the same flagstaff, place it below the U.S. flag.
- If displayed on a separate flagstaff, place it at the same level or lower. If displayed at the same level, place it on the U.S. flag's left.

When flying the U.S. flag at half-staff, fly the POW-MIA flag (and any other flags) at half-staff also.

Specific Dates

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

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

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

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

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



Thrift Savings Plan Fact Sheet

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

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

MONTHLY RETURNS	G Fund	F Fund	U.S. Aggregate Index	C Fund	S&P 500 Stock Index	S * Fund	Dow Jones U.S. Completion TSM Index	I * Fund	EAFE Stock Index
2009									
Oct	0.26	0.51	0.49	-1.86	-1.86	-5.51	-5.41	-2.41	-1.25
Nov	0.26	1.30	1.29	6.00	6.00	3.85	3.98	3.16	2.00
Dec	0.25	-1.55	-1.56	1.94	1.93	6.57	6.65	1.43	1.44
2010									
Jan	0.29	1.54	1.53	-3.60	-3.60	-2.43	-2.39	-5.17	-4.41
Feb	0.24	0.38	0.37	3.11	3.10	4.89	4.83	0.06	-0.69
March	0.27	-0.11	-0.12	6.04	6.03	7.39	7.33	6.28	6.24
April	0.28	1.07	1.04	1.58	1.58	4.82	4.76	-2.35	-1.81
May	0.28	0.85	0.84	-7.99	-7.99	-7.51	-7.52	-11.20	-11.51
June	0.24	1.56	1.57	-5.24	-5.23	-6.90	-6.93	-1.75	-1.00
July	0.23	1.07	1.07	7.01	7.01	7.00	6.92	10.78	9.48
Aug	0.22	1.28	1.29	-4.51	-4.51	-5.59	-5.56	-3.14	-3.10
Sept	0.17	0.17	0.11	8.92	8.92	11.47	11.38	9.81	9.80
LAST 12 MONTHS	3.02	8.32	8.16	10.18	10.16	16.82	16.81	3.39	3.27

The G Fund is managed internally by the Federal Retirement Thrift Investment Board. Assets of the F, C, S, and I Funds are managed externally. The Board currently has contracts with BlackRock Institutional Trust Company, N.A., to manage the F, C, S, and I Fund assets. The F, C, S, and I Funds invest in commingled trust funds, in which the assets of tax-deferred employee benefit plans are combined and invested together. The F, C, S, and I Funds and the BlackRock funds are passively managed index funds.

Future performance of the funds will vary and may be significantly different from the returns shown above. See the *Summary of the Thrift Savings Plan* for detailed information about the funds and their investment risks. The monthly returns of the TSP Funds represent net earnings for the month after deduction of accrued administrative expenses and, except for the G Fund, after deduction of trading costs and accrued investment management fees as well. The returns for the four indexes shown do not include any of these deductions.

* Implemented May 2001.

See next page for new L Funds.

L Funds

Annual Returns	L 2040	L 2030	L 2020	L 2010	L Income
2006	16.53	15.00	13.72	11.09	7.59
2007	7.36	7.14	6.87	6.40	5.56
2008	-33.53	-27.50	-22.77	-10.53	-5.09
2009	25.19	22.48	19.14	10.03	8.57
Monthly Returns	L 2040	L 2030	L 2020	L 2010	L Income
2009					
Oct	-2.15	-1.81	-1.39	-0.38	-0.26
Nov	3.98	3.55	3.00	1.47	1.27
Dec	2.12	1.85	1.50	0.70	0.59
2010					
Jan	-2.88	-2.49	-2.03	-0.58	-0.45
Feb	2.18	1.94	1.61	0.81	0.74
Mar	5.15	4.52	3.75	1.61	1.43
Apr	1.05	0.94	0.76	0.51	0.50
May	-6.97	-6.07	-4.98	-1.64	-1.50
June	-3.47	-2.98	-2.34	-0.68	-0.61
July	6.60	5.80	4.82	1.81	1.81
Aug	-3.33	-2.88	-2.29	-0.62	-0.63
Sept	2.00	2.00	5.54	6.77	7.76
LAST 12 MONTHS	4.94	5.04	7.61	8.57	9.24

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

Notices

Revised Editions of Notice 32-B and Notice 32-C Will Be Available Soon, But Previous Versions Are Still Valid

Notice 32-B, *Post Office Box Service Fee Due*, and Notice 32-C, *Caller Service Fee Due*, have been revised and will be available near the end of the calendar year. However, the previous editions (dated July 2007) are still valid; so to avoid waste, the Material Distribution Center (MDC) will continue to fulfill orders with the previous editions until the new editions (dated September 2010) are available. The field may use the previous editions until the new editions are available.

Post Office™ facilities make Notice 32-B and Notice 32-C available to customers on the first business day of the month to alert them that payment is due by the last day of the month. Facilities put Notice 32-B in the Post Office boxes of customers, and they make Notice 32-C available to customers with caller service.

The Postal Service™ has enhanced the revised editions of both notices with new messaging to aid customers in updating their application information and making payments on time. Notice 32-B also informs customers that a handling charge may apply if payment is not made by the due date, and it provides information for payment options, including that customers can pay online or at an Automated Postal Center® (APC®) in select Post Offices.

The field can order these items from the MDC by using eBay2 or touch tone order entry (TTOE): Call 800-273-1509.

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

Material Customer Service website, go to http://blue.usps.gov/purchase/operations/ops_nmcs_home.htm.

Use the following information to order these items:

	Notice 32-B	Notice 32-C
PSIN	NOT32B	NOT32C
PSN	7610-03-000-8332	7610-03-000-8333
Unit of Measure	EA	EA
Minimum Order Quantity	250	250
Quick Pick Number	491	492
Bulk Pack Quantity	3,000	3,000
Price	\$0.0239 (subject to change)	\$0.0307 (subject to change)

The MDC reminds the field that it can take about 2 weeks to complete fulfillment of an order (receive the order, process it, fulfill it, and deliver stock through bulk mail delivery), so facilities should consider this time requirement as they monitor current stock and place orders.

Both Notice 32-B and Notice 32-C are available on the Postal Service PolicyNet Web site:

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

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

— *Special Services,
Retail Products and Services, 10-21-10*

Organization Information

Delivery

All Post Offices With Rural Delivery Service: Rural Carrier Guarantee Period

Postal Service™ managers must effectively manage rural carriers who work under the provisions of the Fair Labor Standards Act (FLSA) section 7(b)(2). Those carriers are paid overtime for all hours actually worked in excess of 2,080, up to 2,240, within the 52-consecutive-week guarantee period.

If a carrier works more than 2,240 hours within the guarantee period, the agreement under FLSA, section 7(b)(2), is considered void, and the carrier must be compensated for all hours worked during the guarantee period in accordance with FLSA, section 7(a).

Local management must track and validate regular carrier work hours throughout the guarantee year to avoid and/or minimize the number of carriers exceeding 2,080 or 2240 actual work hours.

The current 2009–2010 guarantee period in effect for the past year began Saturday, October 24, 2009, and goes through Friday, October 22, 2010. The new 2010–2011 guarantee period will begin on Saturday, October 23, 2010 and continue through Friday, October 21, 2011.

— *Rural Delivery,
Delivery and Post Office Operations, 10-21-10*

Finance

State Withholding Information (State Form W-4) Entry Into PostalEASE

A new function is being implemented in the Payroll section of PostalEASE. It will enable employees to make their own revisions to state tax withholding (State Form W-4) information. Currently, state changes must be mailed to HR Shared Services Center (HRSSC) for data entry. Starting November 1, 2010, employees may use PostalEASE online to modify their State Form W-4 data.

Current state tax selections will be validated using the duty station finance number and taking into consideration any reciprocity agreements with other states. All employees with “invalid” state tax selections will be sent letters notifying them of the need to make changes to their state tax withholding information in the near future.

Adjustments may include the name of the state for which taxes are being withheld, the filing status (single, married, etc.), the number of dependents, additional withholding amounts, and percentages (when applicable) to be withheld. These changes will only be allowed if the state code is valid based on the employee’s assigned duty station finance number. There will be drop-down boxes and instructions in the system to guide users through the process of making their revisions. The use of PostalEASE for

these modifications will result in quicker processing of the requests. The system will notify the employee of the effective pay period for the change based on when the data is entered.

After January 1, 2011, all employees with an “invalid” state selection will have their withholding tax defaulted to the state of their duty station finance number with their filing status as “Single” and their exemptions set to “0” until they make a change. Also, if a PS Form 50, *Notification of Personnel Action*, is processed and includes a change to the assigned duty station finance number, the system will automatically default the state tax code to a valid state with a status of “Single” and exemptions of “0”. It will be each employee’s responsibility to make the necessary changes in PostalEASE if he/she wishes to deviate from the default settings.

Remember: All administrative and managerial employees are prohibited from providing any tax advice to employees concerning the completion of State Form W-4.

— *Payroll,
Controller, 10-21-10*

Human Resources

Penalty Overtime Exclusion

As referenced in Article 8, Sections 4 and 5, of the USPS-NALC and USPS-APWU national agreements, the December period (during which penalty overtime regulations are not applicable) consists of four consecutive service weeks. This year, the December period begins Pay

Period 26–10, Week 1 (December 4, 2010), and ends Pay Period 01–11, Week 2 (December 31, 2010).

— *Labor Relations Policy and Programs,
Labor Relations, 10-21-10*

Intelligent Mail and Address Quality

Reminder: Nine-digit Mailer ID Conformance Notice

The deadline is quickly approaching for the nine-digit Mailer ID (MID) conversion. Customers who use Confirmation Services (e.g., Delivery Confirmation™, Signature Confirmation™) and/or the Electronic Verification Service (eVS®), have until January 31, 2011, to convert to a newly assigned nine-digit MID that begins with the number 9.

The new nine-digit MID will enable mailers to take advantage of recent and planned MID system upgrades that enable centralized, automated customer profile management including MID assignment. Future enhancements include the following:

- Registration of self-service capabilities in multiple programs through Business Customer Gateway.

- Intelligent Mail® features and Intelligent Mail package barcode (IM®pb).

For additional information, see the article “Nine-digit Mailer ID Conformance Notice” in *Postal Bulletin 22290* (7-29-10, page 10). For questions about managed accounts, contact your Business Service Network representative. For all other questions, call the National Customer Support Center at 877-264-9693, option 3.

— *Product Visibility Systems, Product Visibility and Operational Performance, 10-21-10*

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	05-6768 05-6768	92147 92147	CA CA	San Diego San Diego	San Diego San Diego	Anti Submarine Warfare Main Office	Classified Station Post Office	07/30/2010 07/30/2010	Classified station discontinued. Retain ZIP Code™. Continue to use San Diego CA 92147 as last line of address.
Old New	16-4548 16-4548	60441 60446	IL IL	Romeoville Romeoville	Will Will	Lockport Main Office	Classified Branch Place Name	09/25/2010	Realign ZIP Code boundaries. Use Romeoville IL 60446 as last line of address for the 255 deliveries previously in ZIP Code 60441.
Old New	19-3454 19-7711	67734 67734	KS KS	Gem Rexford	Thomas Thomas	Main Office Gem	Post Office Place Name	03/13/2009 10/02/2010	Post Office™ discontinued. Retain ZIP Code. Establish a place name. Continue to use Gem KS 67734 as last line of address.
Old New	20-2052 20-3972	41214 41214	KY KY	Debord Inez	Martin Martin	Main Office Debord	Post Office Place Name	05/21/2010 10/02/2010	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Debord KY 41214 as last line of address.
Old New	29-1494 29-0252	59821 59821	MT MT	Charlo Arlee	Lake Lake	Main Office Main Office	Post Office Post Office	09/18/2010	This announcement changes the administrative office for this ZIP Code from Charlo MT to Arlee MT. Continue to use Arlee MT 59821 as last line for addresses.
Old New	29-8694 29-8694	59273 59273	MT MT	Vandalia Vandalia	Valley Valley	Main Office Main Office	Post Office Post Office	09/11/2010	This announcement expands the use of ZIP Code 59273 to include delivery.
Old New	36-0625 36-0624	28516 28516	NC NC	Beaufort Beaufort	Carteret Carteret	East Main Office	Classified Station Post Office	09/05/2010 09/05/2010	Classified station discontinued. Retain ZIP Code. Continue to use Beaufort NC 28516 as last line of address.
Old New	36-6808 36-6808	28145 28145	NC NC	Salisbury Salisbury	Rowan Rowan	Downtown Main Office	Classified Station Post Office	09/05/2010 09/05/2010	Classified station discontinued. Retain ZIP Code. Continue to use Salisbury NC 28145 as last line of address.

Old/ New	Finance No.	ZIP Code™	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old New	37-9248 37-8240	58794 58794	ND ND	White Earth Stanley	Mountrail Mountrail	Main Office White Earth	Post Office Place Name	04/01/2009 07/31/2010	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use White Earth ND 58794 as last line of address.
Old New	48-6847 48-6845	77506 77506	TX TX	Pasadena Pasadena	Harris Harris	Bob Harris Main Office	Classified Station Post Office	09/25/2010 09/25/2010	Classified station discontinued. Retain ZIP Code. Continue to use Pasadena TX 77506 as last line of address.
Old New	51-3738 51-5526	22721 22727	VA VA	Graves Mill Madison	Madison Madison	Main Office Graves Mill	Post Office Place Name	06/01/2001 10/02/2010	Post Office and ZIP Code discontinued. Establish a place name. Graves Mill VA becomes an acceptable last line for use with ZIP Code 22727.
Old New	55-8094 55-3222	25936 25936	WV WV	Thurmond Glen Jean	Fayette Fayette	Main Office Thurmond	Post Office Place Name	01/21/1994 09/25/2010	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Thurmond WV 25936 as last line of address.

— Address Management, Intelligent Mail and Address Quality, 10-21-10

Mailing and Shipping Services

Mail Alert

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

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

Requested Delivery Dates	Title of Mailing	Class and Type of Mail	Number of Pieces (Millions)	Distribution	Presort Level	Comments
10/23/10–10/26/10	JCP — Wk 38 Christmas Catalog (XD)	Standard Catalog	8.1	National	Car-Rt	Harte-Hanks/RRD
10/23/10–10/26/10	JCP — Wk 39 Bonus Sale	Standard Letter	8.1	National	Car-Rt	Harte-Hanks/RRD
10/25/10–10/27/10	JCP — Wk 39 Home Sale	Standard Flat	5.0	National	Car-Rt	Harte-Hanks/RRD
10/25/10–10/30/10	Costco Connection	Standard Flat	8.5	National	Car-Rt 3/5 Digit	Worldcolor Merced CA & Jonesboro AR
10/27/10–10/30/10	The Swiss Colony	Standard Catalog	1.0	Nationwide	Car-Rt 3/5 Digit	Quad Graphics Lomira WI
10/28/10–10/30/10	JCP — Wk 40 Appreciation Direct PC	Standard Letter	15.1	National	Car-Rt	Harte Hanks/RRD
10/30/10–11/2/10	JCP — Wk 40 BSOTA	Standard Flat & Letter	12.2	National	Car-Rt	Harte-Hanks/RRD
11/1/10–11/4/10	Seventh Avenue	Standard Catalog	1.4	Nationwide	Car-Rt 3/5 Digit	Quad Graphics Lomira WI

— Business Service Network Integration, Sales, 10-21-10

Be Ready for Election 2010

Leading up to the general election on November 2, 2010, Vote-by-Mail ballots and other mail prepared by election officials will be entering the mailstream. Concurrently, there will be political campaign mail promoting candidates, referendums, and issues. During this time, Postal Service™ employees should be watchful for this important time-sensitive mail and do their part to ensure each mailing receives the highest level of service.

This article contains important tips about Official Election Mail and Political Campaign Mail. Employees can also find additional details about their role in Election 2010 online at <http://blue.usps.gov/marketing/election.htm>. This site is the single source for information about the Postal Service's election-related responsibilities and what postal employees need to know about proper handling of both Official Election Mail and Political Campaign Mail.

Official Election Mail



Official Election Mail is any mailpiece created by an authorized election official that is mailed to or from a citizen of the United States for the purpose of participating in the voting process including:

- Vote-by-Mail ballots.
- Sample ballot materials.
- Voter registration cards.
- Absentee applications.
- Polling place notifications.

Working With Election Officials

Postmasters and station managers should expect to be contacted by election officials asking for help with their mailings. Your guidance will ensure ballots and other mail this election season are processed in the most efficient and timely manner. Here are a few things you should know:

- For information on preparing and sending election mail, election officials can visit www.usps.com/electionmail.

This online resource is available to help plan and design Official Election Mail and provides links to:

1. Mailpiece design analysts who can provide guidance on designing outbound and return envelopes that meet postal standards and help construct mailing plans.
2. Publication 632, *State and Local Election Mail – User's Guide*, designed to help election officials make decisions about mailpiece design, address-list cleansing, classes of mail, options for reply mail, and obtaining postage discounts.
3. Publication 631, *Official Election Mail – Graphic Guidelines and Logos*, provides detailed information on the print and color specifications for using the Official Election Mail logo. This logo can only be used by election officials.

- Tag 191 should be used to identify trays and sacks containing domestic and international ballots. Each Post Office™ facility should maintain a sufficient supply of Tag 191 for local election officials. The tag may be ordered from the Material Distribution Center (MDC) using the touch-tone order entry (TTOE) system: Call 800-273-1509.

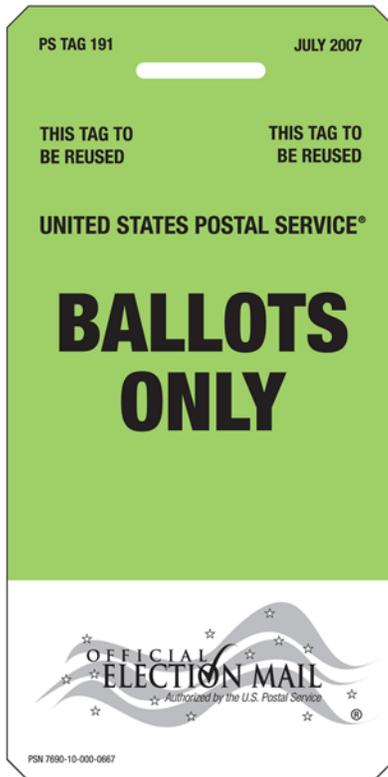
Note: You must be registered to use TTOE. To register, call 800-332-0317, option 1, extension 2925, and follow the prompts to leave a message. (Wait 48 hours after registering before placing your first order.)

Use the following information to order Tag 191:

PSIN:	TAG191
PSN:	7690-10-000-0667
Unit of Measure:	EA
Minimum Order Quantity:	250
Bulk Pack Quantity:	2000
Quick Pick Number:	N/A
Price:	\$0.0808
Edition Date:	07/07

- Postmasters and station managers should meet with election officials in their area to discuss requirements for ballots returned from voters, and procedures for Election Day.

Tag 191



Free Absentee Ballots

Free absentee ballots are balloting materials, consisting of postcard applications, ballots, voting instructions, and envelopes, that may be sent through the mail without prepayment of postage. The provisions for mailing without postage can be found in *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®) 703.8. Free absentee balloting materials may only be sent to and from persons in the following categories:

- Members of the Armed Forces in active service, and their spouses and dependents.
- Members of the U.S. Merchant Marine, and their spouses and dependents.
- U.S. citizens residing outside the territorial limits of the United States and the District of Columbia, and their spouses and dependents residing with or accompanying them.

Free absentee ballots must bear the indicia “US Postage Paid 39 USC 3406.” Mail bearing these indicia does not require postage, and is not shortpaid. Absentee ballots prepared in compliance with DMM 703.8 “must not be detained or held for postage payment” (*Postal Operations Manual* (POM) 171.3).

The only other election materials that may be mailed without postage are identified in DMM 703.5, Free Matter for the Blind and Other Physically Handicapped Persons. All other mail sent by an election official requires postage prior to mailing.

Political Campaign Mail

Political Campaign Mail is any piece mailed for political campaign purposes by a registered political candidate, a campaign committee, or a committee of a political party to promote political candidates, referendums, or political campaigns. This mail may qualify for Nonprofit Standard Mail prices (DMM 703).

- Mail meeting this definition is considered Political Campaign Mail regardless of whether the election is partisan or nonpartisan.
- A brochure promoting the candidacy of one or more registered candidates for elected offices on the local, state, or federal levels is a common example of a political campaign mailpiece.
- Political campaign mailpieces may bear an endorsement required by federal or state law that is similar to: “Paid for by the committee to elect John Smith and authorized by John Smith.”
- Mail from organizations, such as labor unions, religious groups, retiree organizations, and others that endorse specific candidates or political issues is not Political Campaign Mail.

- Specific responsibilities for handling political campaign mailings are detailed in POM 492.

Tag 57, Political Campaign Mailing



PS Tag 57, *Political Campaign Mailing*, may be used to identify trays and sacks that contain Political Campaign Mail. Although use of the tag is optional, when used, it provides containers of Political Campaign Mail greater visibility as they move through Postal Service processing and distribution operations.

Tag 57 is only intended for use on containers (trays and sacks) of First-Class Mail and Standard Mail items entered by a registered political candidate, campaign committee, or committee of a political party and in connection with a partisan or nonpartisan election. The tag may not be used to identify mailings made by other types of organizations, even if promoting or endorsing political candidates, referendums, and other political activities.

Each Post Office and mail acceptance unit should maintain a sufficient supply of Tag 57 for their local political campaign mailers.

Use of Lobbies and Postal Property

From now until the November election, postmasters and station managers can expect to receive inquiries concerning the use of Postal Service lobbies and grounds for election-related activities. It is critical that all employees communicate the same message to prevent any negative impact on the Postal Service.

Do NOT allow the following items to be placed or collected in a Post Office lobby:

- Ballot boxes/receptacles.
- Applications for absentee ballots (Vote by Mail).
- Partisan materials. The depositing, posting, or display of any materials that could be considered part of a political campaign, including any materials featuring photographs of elected officials or party symbols, is prohibited. This restriction also applies to the community bulletin board. (See Retail Standardization guidelines currently in effect at <http://blue.usps.gov/retail/standardization.htm>.)

- Freestanding signs or other structures. Except as part of postal activities, no tables, chairs, freestanding signs, posters, structures, or furniture of any kind may be placed on postal property. Refer any questions about this prohibition to the Law Department Field Office in your area.

Do NOT allow the following activities to take place in a Post Office lobby, on postal sidewalks, or other exterior postal property:

- Campaigning for election to public office. Any activity conducted in support of a campaign for election of an individual to any public office is prohibited on Postal Service property.
- This prohibition includes depositing, posting, displaying, or distributing campaign literature; asking for or collecting signatures to put a candidate on an election ballot; or asking for or collecting contributions for a partisan organization or cause.
- Refer any questions about these prohibited activities to the Law Department Field Office in your area.

These items or activities may be allowed in a Post Office lobby with the following limitations:

- Voter registration materials. The display of these materials is optional and may take place only in the PO Box Lobby Zone (Zone 6). (Refer to the Retail Standardization guidelines currently in effect. Information is posted online at <http://blue.usps.gov/retail/standardization.htm>.)
- Voter registration activities. Refer requests by any organization to conduct voter registration activities on Postal Service property to the Law Department Field Office in your area.
- Photography/Filming. Any kind of audio or visual recording conducted for news, advertising, or commercial purposes requires prior permission from the Postal Service. (For more information, e-mail permissions@usps.gov or visit www.usps.com/rightsandpermissions.)

The Hatch Act — Permitted and Prohibited Political Activities of Employees

The Hatch Act is a federal law that restricts the political activity of federal and Postal Service employees while on duty, on government property, wearing an official uniform, or using a government vehicle. It also prohibits candidates campaigning for election to public office on leased or owned postal property.

Under the Hatch Act, Postal Service employees may:

- Be candidates for public office in nonpartisan elections.
- Register and vote as they choose.
- Assist in voter registration drives.
- Express opinions about candidates and issues.

- Contribute money to political organizations.
- Attend political fundraising functions.
- Attend and be active at political rallies and meetings.
- Join and be an active member of a political party or club.
- Sign nominating petitions.
- Campaign for or against referendum questions, constitutional amendments, and municipal ordinances.
- Campaign for or against candidates in partisan elections.
- Make speeches for candidates in partisan elections.
- Distribute campaign literature in partisan elections.
- Hold office in political clubs or parties.

Postal Service employees may not:

- Use official authority or influence to interfere with an election.
- Solicit, receive, or collect political contributions unless both individuals are members of the same federal labor organization or employee organization, and the one solicited is not a subordinate employee.
- Knowingly solicit or discourage the political activity of any person who has business before the agency.
- Engage in political activity while on duty, wearing an official uniform, using a government vehicle, or in any government office.
- Solicit political contributions from the general public.
- Solicit or receive political contributions.
- Be candidates for public office in partisan elections.
- Wear political buttons on duty.

Ignorance of the law is not an excuse. More information on the Hatch Act can be obtained at www.osc.gov/hatchact.htm.

The Anti-Lobbying Act Lobbying Restrictions for Employees

The Anti-Lobbying Act is a federal law that prohibits Postal Service officers and employees acting in their official capacity from engaging in grassroots lobbying campaigns that directly or indirectly encourage the public to contact government officials in support of, or in opposition to, proposed or pending legislation.

A Postal Service employee may not participate in a press conference organized by a nongovernmental advocacy group called to criticize a legislative proposal, nor may an employee ghostwrite statements for a grassroots lobbying campaign.

The Anti-Lobbying Act also prohibits the direct or indirect use of Postal Service funds to pay for material intended to influence a member of Congress, a jurisdiction, or an official of any government to support or oppose any legislation, law ratification, policy, or appropriation.

A series of letters on official stationery sent to mass mailers urging them to write to their elected representative to support specific legislation would constitute a prohibited direct expenditure under the Anti-Lobbying Act.

The provision of facilities, equipment, telephones, etc., to a private lobbying group for a grassroots lobbying campaign supporting specific legislation would constitute a prohibited indirect expenditure under the Anti-Lobbying Act.

Advice concerning the Anti-Lobbying Act is available to Postal Service employees by calling the Ethics Help Line at 202-268-6346, or by sending an e-mail inquiry to ethics.help@usps.gov.

Frequently Asked Questions

Official Election Mail

Q. What is Official Election Mail?

A. Official Election Mail is any mailpiece created by a voting registration official who is authorized by state law to mail to or to receive mail from a citizen of the United States for the purpose of participating in the voting process. Official Election Mail includes mail-in ballots, absentee ballots, balloting materials, voter registration cards, absentee applications, and polling place notifications.

Q. Is political mail sent by candidates running for elected offices considered to be Official Election Mail?

A. No, Official Election Mail does not include mail sent by candidates, their campaign committees, political parties, or other organizations.

Q. What is Tag 191?

A. Tag 191, Domestic and International Mail-In Ballots, is a new container tag that is green in color. The tag may be used by election officials to identify trays and sacks of their ballot mail destined for either domestic or international addresses. The tag provides greater visibility to ballot mail during Postal Service handling.

Q. Can Tag 191 be used with every mailpiece that displays the Official Election Mail logo?

A. No, the green Tag 191 may be used only to identify ballots addressed for domestic or international delivery. The tag may be used to identify "sample ballots" sent by election officials, but may not be used to identify containers of other types of Official Election Mail, such as polling place notices, voter registration notices, or other election-related materials. Tag 191 may not be used by other organizations or individuals who are not election officials. To identify Political Campaign Mail, mailers may continue to use the red Tag 57, *Political Campaign Mailing*.

Q. Is Tag 191 required to be on containers of Official Election Mail?

A. No. The use of Tag 191 is strongly recommended for ballots, but is not required.

Q. Is Tag 191 reusable?

A. Yes. Once containers of Official Election Mail have been emptied, Tag 191 should be removed from the trays and sacks and retained by Postal Service employees for reuse.

Q. If election officials are not supposed to use Tag 191 on their nonballot mail, such as polling place notices and voter registration forms, may they use Tag 57 to identify their mailing containers?

A. No, Tag 57 is only to be used to identify trays and sacks of Political Campaign Mail pertaining to a partisan or nonpartisan election that is sent by a registered political candidate, a campaign committee, or a committee of a political party to promote political candidates, referendums, or political campaigns.

Q. How does a Post Office get a supply of Tag 191?

A. Each Post Office can order Tag 191 from the MDC using normal ordering procedures. Post Offices should maintain a sufficient supply of Tag 191 to meet the needs of their local election officials. See page 45 for detailed ordering instructions.

Q. What is the Official Election Mail logo?

A. The Official Election Mail logo is a registered trademark image that may only be used by election officials. The logo design features an interpretation of the stars and stripes of the American flag and the words, "Official Election Mail" and "Authorized by the U.S. Postal Service." The design, color, and placement specifications for the logo are detailed in Publication 631, *Official Election Mail — Graphic Guidelines and Logos*, which is available online at www.usps.com/cpim/ftp/pubs/pub631.pdf.

Q. Why was the Official Election Mail logo created?

A. The logo was created by the Postal Service in cooperation with the Joint Election Official Liaison Committee to help federal, state, and local election officials carry out their responsibilities under the National Voter Registration Act of 1993.

Q. Who can use the Official Election Mail logo?

A. The Official Election Mail logo can be used on any mailpiece created by an election official who is authorized by state law and that is mailed to or from a citizen of the United States for the purpose of participating in the voting process. Official Election Mail includes balloting materials, voter registration cards, absentee applications, polling place notifications,

and voter reply mail. Use of the logo must comply with the design specifications in Publication 631.

Q. Are election officials required to use the Official Election Mail logo?

A. No, use of the logo is not required, but the Postal Service does encourage election officials to use the logo on their Official Election Mail materials. Use of the Official Election Mail logo helps recipients recognize a mailpiece as important and distinct from other political mail. The logo also serves to identify Official Election Mail to Postal Service workers and distinguish it from the thousands of other mailpieces that are processed daily.

Q. Does use of the Official Election Mail logo provide upgraded service for Official Election Mail during Postal Service processing?

A. No, use of the logo is not intended to upgrade the level of service paid for or substitute for required postage.

Q. Are there any Postal Service publications that are designed to help election officials with preparing their mail?

A. Yes, Publication 632, *State and Local Election Mail — User's Guide*, is designed to help election officials make decisions involving the design of their mailpiece, address list cleansing, class of mail, options for reply mail, and postage. Publication 632 recommends that election officials consult with the local mailpiece design analyst (MDA) before mailing and also includes a checklist that election officials can follow to help them achieve a successful mailing.

Q. Can all absentee balloting materials be mailed free of postage?

A. No, only absentee balloting materials consisting of postcard applications, ballots, voting instructions, and envelopes may be sent through the mail without prepayment of postage only when sent to or by certain individuals. The privilege was established by statute and enables specified persons to apply for registration and vote by absentee ballot (in federal elections only) when absent from the place of voting residence and otherwise eligible to vote as an absentee. Only the following persons are eligible to mail without prepayment of postage:

- a. Members of the Armed Forces in active service, and their spouses and dependents.
- b. Members of the U.S. Merchant Marine, and their spouses and dependents.
- c. U.S. citizens residing outside the territorial limits of the United States and the District of Columbia,

and their spouses and dependents residing with or accompanying them.

All other types of ballots and balloting materials must bear postage using a permit imprint, postage meter, adhesive stamp, or other acceptable method of postage payment prior to mailing.

- Q. Are there mailpiece design requirements for free absentee ballots?**
- A. Yes, qualifying mailpieces must be formatted to meet the design requirements in DMM 703.8.2.
- Q. Why is FIM C used on free absentee ballots? Isn't that for business reply mail (BRM)?**
- A. Free absentee ballots are neither BRM nor permit reply mail (PRM), but a unique type of reply mail, and use FIM C paired with a delivery point barcode. See DMM 708.9.2.
- Q. Are there requirements for the deposit of mailpieces prepared as free absentee ballots?**
- A. Yes, to be mailable without prepayment of postage under DMM 703.8.0, absentee balloting materials must be deposited at a U.S. Post Office, an overseas U.S. Military Post Office, or an American Embassy or American Consulate.
- Q. Can absentee balloting materials solely for state or local elections be mailed free?**
- A. No. The provisions in DMM 703.8.0 for mailing free absentee balloting materials only apply to ballot materials for federal elections.
- Q. For absentee balloting material with no or insufficient postage, should the normal procedures for shortpaid mail be followed?**
- A. No, absentee balloting materials with insufficient or missing postage are never to be detained or treated as unpaid mail, as directed by POM section 171.3. Shortpaid and unpaid absentee balloting materials must never be returned to the voter for additional postage. The materials must be delivered to election officials, and postage due must be requested. Employees with questions about possible abuse or impropriety should contact their supervisor.
- Q. The local election office asked our Post Office if it could place one of its ballot collection receptacles in our lobby. The ballots dropped into the receptacle would not have postage affixed and would not enter the mailstream. The election official would retrieve the receptacle on Election Day. May we allow the election office to place its ballot collection receptacle in our lobby as a convenience to voters?**
- A. No, Postal Service policy on the appearance of retail lobbies does not permit placement of an election office ballot collection receptacle in a Post Office lobby.

Q. Is there a website where election officials can get information on mailing?

- A. Yes, direct election officials to the Election Officials' Mailing Resources site on USPS.com® at www.usps.com/electionmail.
- Q. Who can answer additional questions about absentee balloting materials and other Official Election Mail?**
- A. Send questions via e-mail to: election-mail-manager@usps.gov.

Political Campaign Mail

- Q. What is Political Campaign Mail?**
- A. Political Campaign Mail is any piece mailed for political campaign purposes in a partisan or nonpartisan election by a registered political candidate, a campaign committee, or a committee of a political party to promote political candidates, referendums, or political campaigns. A common example of Political Campaign Mail is a brochure promoting the candidacy of one or more registered candidates running for elected offices on the local, state, or federal level.
- Q. A lot of mail looks like Political Campaign Mail. What is an example of pieces that are not considered to be Political Campaign Mail?**
- A. Mail from organizations such as labor unions, religious groups, retiree associations, and others that endorse specific candidates or political issues is not Political Campaign Mail.
- Q. Is there a special designation that may appear on Political Campaign Mail?**
- A. Yes, political campaign mailpieces may bear an endorsement required by federal or state law that is similar to the following: "Paid for by the committee to elect John Smith and authorized by John Smith."
- Q. What is Tag 57?**
- A. Tag 57, Political Campaign Mailing, is a red container tag designed to provide visibility to Political Campaign Mail while it's in the mailstream. Tag 57 is only intended to be used to identify trays and sacks of Political Campaign Mail sent by a registered political candidate, a campaign committee, or a committee of a political party to promote political candidates, referendums, or political campaigns. It may be used for both partisan and nonpartisan elections. Tag 57 is not to be used for any other purpose.
- Q. Is the use of Tag 57 required on all containers of Political Campaign Mail?**
- A. No. The use of Tag 57 is optional, but the Postal Service does encourage mailers to use the tag to identify

trays and sacks of Political Campaign Mail while they are in the mailstream.

Q. Is Tag 57 reusable?

A. Yes. Once containers of Political Campaign Mail have been emptied, Tag 57 should be removed from the trays and sacks and retained by Postal Service employees for reuse.

Q. How do Post Offices get a supply of Tag 57?

A. Post Offices can order Tag 57 from the MDC using normal ordering procedures. Offices should maintain a sufficient supply of Tag 57 to meet their local needs.

The tag may be ordered from the Material Distribution Center (MDC) using the touch-tone order entry (TTOE) system: 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 Tag 57:

PSIN:	TAG57
PSN:	7690-02-000-9965
Unit of Measure:	EA
Minimum Order Quantity:	100
Bulk Pack Quantity:	4000
Quick Pick Number:	454
Price:	\$0.0274
Edition Date:	N/A

Q. Are the handling procedures for partisan and nonpartisan Political Campaign Mail different?

A. No. Nonpartisan political campaign mailings must receive the same treatment as partisan political campaign mailings.

Q. Where can I find the Postal Service procedures for handling Political Campaign Mail?

A. Specific responsibilities for handling political campaign mailings are detailed in POM 492.

— Transaction Mail,
Mailing and Shipping Services, 10-21-10

Philately

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. The sponsor of the pictorial postmark appears in italics under the date. Also provided are illustrations of these postmarks.

People attending these local events may obtain the postmark in person at the temporary Post Office™ 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, as listed below.

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

The following pictorial postmark has been extended for 90 days:



August 13, 2010
National Park Service & USPS
75th Anniversary Station
Postmaster
791 Court St.
Appomattox, VA 24522-9998

The following pictorial postmark has been extended for 30 days:



September 10, 2010
U.S. Postal Service
Oyster Festival Wildlife Station
Postmaster
16 Washington St.
Norwalk, CT 06855-9998



September 11, 2010
Helvetia Fair Association
Helvetia Fair Station
Postmaster
PO Box 9998
Helvetia, WV 26224-9998

TWILIGHT

Team Edward's Station
Forks, WA 98331
September 11, 2010

September 11, 2010
U.S. Postal Service
Twilight Team Edward's Station
Postmaster
61 S. Spartan Ave.
Forks, WA 98331-9998

TWILIGHT

Team Jacob's Station
La Push, WA 98350
September 11, 2010

September 11, 2010
U.S. Postal Service
Twilight Team Jacob's Station
Postmaster
500 Ocean Dr.
La Push, WA 98350-9998



September 18, 2010 • Los Angeles, CA 90036

September 18, 2010
Last Chance For Animals
Puppy Mill Awareness Station
Manager Special Events
7001 S. Central Ave., Rm. 338
Los Angeles, CA 90052-9996



September 24, 2010
Oktoberfest — La Crosse Festivals, Inc.
Our Golden Celebration 50th Station
Postmaster
PO Box 9998
La Crosse, WI 54601-9998



YOUNGSTOWN, OH
SEP 25 2010
44555

SCOUTING

September 25, 2010

U.S. Postal Service
Scouting Station
Postmaster
PO Box 9998
Youngstown OH 44555-9998



BREAST CANCER AWARENESS STATION
WEAVER, AL 36277-9998

October 1, 2010

U.S. Postal Service
Breast Cancer Awareness Station
Postmaster
300 Alexandria Rd.
Weaver, AL 36277-9998



FIRST BIENNIAL JOHN UPDIKE SOCIETY CONFERENCE
ALVERNIA UNIVERSITY STATION
SHELLINGTON, PA 19607
OCTOBER 1, 2010

October 1, 2010

First Biennial John Updike Society Conference
Alvernia University Station
Postmaster
550 Kenhorst Plaza
Reading, PA 19607-9998



LIVING HISTORY WEEKEND STATION
OCTOBER 8 2010
APPOMATTOX VA 24692

October 9, 2010

National Park Service
Living History Weekend Station
Postmaster
791 Court St.
Appomattox, VA 24522-9998



SESCAL Centennial Station
Los Angeles, CA 90045
★ 1910 Aviation Meet ★
★ Dominguez Field - Los Angeles ★
OCTOBER 1, 2010

October 1-3, 2010

Federated Philatelic Clubs of Southern California
SESCAL Centennial Station
Manager Special Events
7001 S. Central Ave., Rm. 338
Los Angeles, CA 90052



Norman Stamp Club Station
Salutes 100 yrs of Scouting
October 9, 2010
Norman, OK 73069

October 9, 2010

Norman Library
Stamp Camp Club Station
Postmaster
129 W. Gray Ave.
Norman, OK 73069-9998



MAGNOLIA HERITAGE DAY STATION
MAGNOLIA, DE 19962
OCTOBER 2, 2010

October 2, 2010

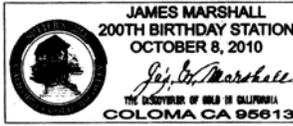
Magnolia Township I
Magnolia Heritage Day Station
Postmaster
8 N. Main St.
Magnolia, DE 19962-9998



1910-2010 Valentine
HIGH SCHOOL Years
TX 79854-9998

October 9, 2010

Valentine Independent School District Board of Trustees
Celebration Station
Postmaster
U.S. Hwy 90
Valentine, TX 79854-9998



JAMES MARSHALL 200TH BIRTHDAY STATION
OCTOBER 8, 2010
J. J. Marshall
THE SCOUTER OF GOLD IN CALIFORNIA
COLOMA CA 95613

October 8, 2010

U.S. Postal Service
James Marshall 200th Birthday Station
Customer Relations Coordinator
2000 Royal Oaks Dr.
Sacramento, CA 95813-9998



Rochester Philatelic Association
October 14, 2010
Rochester, NY 14692

October 14, 2010

Stamp Collecting Month Station
Stamp Collecting Month Station
Postmaster
1335 Jefferson Rd.
Rochester, NY 14692-9998



BUTTERFIELD OVERLAND STAGE ROUTE
Benson, AZ to Dragoon Station, AZ
85602
October 9, 2010

October 9, 2010

U.S. Postal Service
Benson-Dragoon Station
Postmaster
250 S. Ocotillo Ave.
Benson, AZ 85602-9998



ROOTSTOWN TOWNSHIP TOWN HALL STATION
OCT 14 2010
44272-9998

October 14, 2010

Rootstown Township Board of Trustees
Township Town Hall Station
Postmaster
4865 Tallmadge Rd.
Rootstown, OH 44272-9998



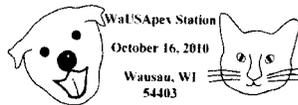
October 15-24, 2010

Taft Oildorado, Inc.
Oildorado 100 Year
Anniversary Station
Postmaster
427 North St.
Taft, CA 93268-9998



October 23, 2010

U.S. Postal Service
NASCAR Day Station
Postmaster
611 W. Academy St.
Randleman, NC
27317-9998



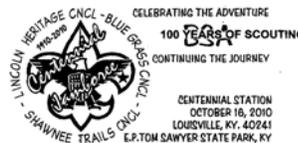
October 16, 2010

Wisconsin Valley Philatelic
Society
WAUSAPEX Station
Postmaster
PO Box 9998
Wausau, WI 54403-9998



October 23, 2010

Burkesville Bicentennial
Committee
Burkesville Bicentennial
Celebration Station
Postmaster
PO Box 9998
Burkesville, KY 42717-9998



October 16, 2010

Lincoln Heritage Council,
BSA
Centennial Station
Postmaster
PO Box 9998
Louisville, KY 40243-9998



October 23, 2010

Barbecue Festival Station
Lexington, NC 27292

City of Lexington
Barbecue Festival Station
Postmaster
PO Box 9998
Lexington, NC 27292-9998



October 16, 2010

Chatsworth Township
Chatsworth Cranberry
Festival Station
Postmaster
9 Second Ave.
Chatsworth, NJ 08019-9998



October 23, 2010

Jack Daniel Distillery
Jack Daniels World
Championship Invitational
Barbecue Station
Postmaster
PO Box 9998
Lynchburg, TN 37352-9998

Stamp Collecting Month Station
Knoxville Philatelic
Society

October 18, 2010
Knoxville, TN 37950



October 18, 2010

Knoxville Philatelic Society
Stamp Collecting Month
Station
Postmaster
1237 E. Weisgarber Rd.
Knoxville, TN 37950-9998



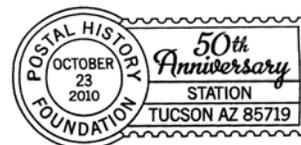
October 23, 2010

Vietnam Veterans 2nd
Battalion 138th Field
Artillery Kentucky Army
National Guard
Boone NG Center Station
Postmaster
PO Box 9998
Frankfort, KY 40601-9998

Vietnam Veteran Reunion
2/138th Field Artillery Battalion
Boone NG Center Station
Frankfort, KY 40601-6163
23 October 2010

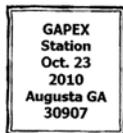
October 20-21, 2010

Partnership for the National
Trail System
National Scenic Trails
Workshop Station
Postmaster
5 Glyndon Dr.
Reisterstown, MD
21136-9998



October 23, 2010

Postal History Foundation
CPU
50th Anniversary Station
Postmaster
920 N. 1st Ave.
Tucson, AZ 85719-4808



Supporting Scouting
in the CSRA
since 1921!

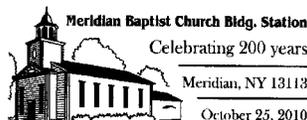
October 23, 2010
Greater Augusta Stamp Club
GAPEX Station
Postmaster
84 Massengale St.
Norwood, GA 30821-9998



October 23, 2010
Springfield Philatelic Society
Mr. Lincoln's Hometown
Station
Postmaster
PO Box 9998
Springfield, IL 62702-9998



October 23, 2010
Kaweah Post Office Centennial Committee
Kaweah Station
Postmaster
40857 Sierra Dr.
Three Rivers, CA
93271-9998



October 25, 2010
Meridian Baptist Church
Meridian Baptist Church
Bldg. Station
Postmaster
3078 State Route 370
Meridian, NY 13113-9998



October 23, 2010
Piedmont Council, BSA
Special Centennial
Rendezvous Station
Postmaster
405 S. Dekalb St.
Shelby, NC 28150-9998



October 26-28, 2010
U.S. Postal Service
Global Mural Station
Postmaster
2243 S. Main St.
Blakely, GA 39823-9998



October 23, 2010
WOOPLEX
WOOPLEX Station
Postmaster
153 E. South St.
Wooster, OH 44691-9998



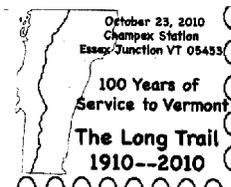
October 27, 2010
U.S. Postal Service
TPTR Station
Postmaster
120 Fourth St.
Farwell, TX 79325-9998



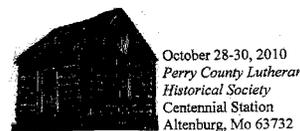
October 23, 2010
Sheboygan Stamp Club
SHEPEX Station
Postmaster
205 Lake St.
Cascade, WI 53011-9998



October 28, 2010
Feed Our Vets
Feed Our Vets Station
Postmaster
3905 State Route 26
Vernon Center, NY
13477-9998



October 23, 2010
Chittenden County Stamp Club
CHAMPEX Station
Postmaster
22 Essex Way
Essex Junction, VT
05453-9998



October 29, 2010
Perry County Lutheran Historical Society of Altenburg Missouri
Centennial Station
Postmaster
51 Poplar St.
Altenburg, MO 63732-9998



October 30, 2010

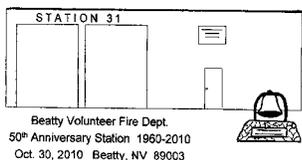
City of Catoosa Hometown Halloween

Catoosa Hometown Station
Postmaster
1805 S. Cherokee St.
Catoosa, OK 74015-9998



November 2, 2010

Talent Chamber of Commerce
Talent Centennial Station
Postmaster
153 E. Wagner St.
Talent, OR 97540-9998



October 30, 2010

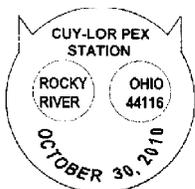
Betty Volunteer Fire Dept.

Betty Volunteer Fire Dept
50th Anniversary Station
1960-2010
Postmaster
600 E. Highway 95 N
Beatty, NV 89003-9998



November 2, 2010

Gastineau Philatelic Society
PANEX Station
Station Manager
PO Box 39998
Juneau, AK 99803-9998



October 30-31, 2010

U.S. Postal Service

CUY-LOR PEX Station Cat
Postmaster
275 E. Main St.
Andover, OH 44003-9998



November 3, 2010

U.S. Postal Service
TPTR Station
Postmaster
2301 Ross St.
Amarillo, TX 79120-9998



October 30-31, 2010

U.S. Postal Service

CUY-LOR PEX Station Dog
Postmaster
275 E. Main St.
Andover, OH 44003-9998

— *Stamp Services,
Government Relations and Public Policy, 10-21-10*

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

Customers have 60 days to obtain the first day of issue postmarks by mail. They may purchase new stamps at their local Post Office™, by telephone at 800-STAMP-24, or at The Postal Store® website at www.usps.com/shop.

Traditional Postmarks

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

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

Digital Color Postmarks

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

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

Customers should affix the stamps to the envelopes and address them to themselves or others for return through the mail. Or, they may include an additional self-addressed return envelope, large enough to accommodate their canceled items, with sufficient postage affixed for return of their postmarked items. Mail the request for a first day of issue digital color postmark to the corresponding city of

issuance. Post Offices will then forward all customer requests for digital color postmarks to Cancellation Services, Stamp Fulfillment Services, PO Box 449992, Kansas City, MO 64144-9992.

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



Digital Color Pictorial

Mother Teresa Stamp
 Special Cancellations
 PO Box 92282
 Washington, DC 20090-2282

November 5, 2010



Black and White Pictorial

Mother Teresa Stamp
 Special Cancellations
 PO Box 92282
 Washington, DC 20090-2282

November 5, 2010



Black and White Pictorial

Julia de Burgos Stamp
 Stamp Distribution
 585 Ave. F. D. Roosevelt OFC
 San Juan, PR 00936-9311

November 15, 2010



Digital Color Pictorial

Angel With Lute Stamp
 Postmaster
 421 Eighth Avenue, Room 2029B
 New York, NY 10199-9998

December 21, 2010



Black and White Pictorial

Angel With Lute Stamp
 Postmaster
 421 Eighth Avenue, Room 2029B
 New York, NY 10199-9998

December 21, 2010



Digital Color Pictorial

Holiday Evergreens (Forever) Stamp
 Postmaster
 421 Eighth Avenue, Room 2029B
 New York, NY 10199-9998

December 21, 2010



Black and White Pictorial

Holiday Evergreens (Forever) Stamp
 Postmaster
 421 Eighth Avenue, Room 2029B
 New York, NY 10199-9998

December 21, 2010

Retail

November Consumer Product of the Month: Photostamps and ReadyPost Tape

For the month of November, Consumer Products is featuring Photostamps Kits and ReadyPost tape for the Product of the Month initiative. Clear ReadyPost tape is the highest revenue-generating item in the ReadyPost product line and sells particularly well as customers prepare for the upcoming holiday season. Extra quantities of clear tape were shipped to all offices receiving a holiday product push order. Offices should keep a supply of tape behind the counter and offer tape to customers as an additional purchase.

Offices with the “old” Photostamp Kits that sell for \$19.99 (Item Numbers 23190307, 689076362757, and 689076125680) should push these items during November. These \$19.99 kits are like the newer Photostamp Kits selling for \$24.99 because they both provide the customer with

twenty \$0.44 photo postage indicia labels. Both the older kits and the newer kits are a great pre-holiday sales opportunity as customers prepare their holiday letter mailings.

Remember: Photostamp Kits and ReadyPost Tape cannot be used as a substitute for offering additional products (Q12) under the Retail Customer Experience Program.

Clerk sell sheets are posted on the Retail Product website, http://blue.usps.gov/retail/L2ProdServ_RetailProducts.htm; under “Product of the Month” on the right side, click *November Sales Tips*.

— *Retail Service Network Access and Innovations,
Retail Products and Services, 10-21-10*

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

Offices are no longer required to send a copy of PS Form 8176, *Premium Forwarding Service*® (PFS®) *Application*, to Headquarters (HQ). This requirement ended in 2007 when the application was revised and page 4 (HQ copy) was removed. In 2005, the PFS program office at HQ required a copy of page 4 when PFS was an experiment.

However, the experiment ended in 2007 when PFS became an official product offering. Offices that still send copies to HQ are wasting workhours and money — especially some offices that send them by Express Mail®, Registered Mail®, and Priority Mail® service.

— *Special Services,
Retail Products and Services, 10-21-10*

Supply Management

Supply Management Facilities Portfolio Relocation

Effective Monday October 4, 2010, Supply Management's Facilities Portfolio is relocated from Arlington, Virginia, to Headquarters in Washington, DC.

The Portfolio's new address is:

United States Postal Service
Supply Management, Facilities Portfolio
475 L'Enfant Plaza, SW Room 1306
Washington, DC 20260-6201

Staff phone numbers will be updated in <http://blue.usps.gov/wps/portal/FindIt>, can be located in Outlook, and will also be available at the Facilities Portfo-

lio website at <http://blue.usps.gov/purchase/facilities/facilitieshomepage.htm>.

The mission of Supply Management Facilities Portfolio is to provide purchasing leadership for major facilities projects, and to support client needs consistent with Supply Management and corporate strategic objectives.

— Facilities Portfolio,
Supply Management, 10-21-10

Immediate Action Required: Custodial Rental Requisitions Must Be Completed in eBuy2 Starting October 1, 2010

Many customers for custodial rental items supplied through Cintas and Unifirst currently have requisitions in eBuy (old system). With the new fiscal year (FY), which started on October 1, 2010, it is imperative that *all* custodial rental customers who do not have a current requisition in eBuy2 (new system) complete a requisition for their FY 2011 requirements with Cintas and Unifirst (for 1 year only).

Even if you created a requisition in eBuy and there may be funding left, you must create a new requisition in eBuy2. This is a requirement, not an option. Only requisitions in eBuy2 will be available for supplier payments. *eBuy will no longer be available as of October 1, 2010*, and all requisitions in eBuy will be cancelled.

The custodial rental contracts with Cintas and UniFirst expire on December 19, 2010; however, the contracting officer is in the process of completing a 1-year extension in order to accommodate the requirements for all postal facilities to complete new eBuy2 requisitions for these contracts.

If you need additional information, contact Barbara Reagor at the Environmental & Maintenance, Repair, and Operations (MRO) Category Management Center (CMC) at 214-819-7109.

— Environmental & MRO CMC,
Supply Management, 10-21-10



475 L'ENFANT PLAZA SW
WASHINGTON DC 20260-5540

First-Class Mail
Postage & Fees Paid
USPS
Permit No. G-10

DID YOU KNOW?

Coils of First-Class Mail[®] stamps are available at *usps.com*[®].

The advertisement features a grid of several USA44 stamps with an American flag design. The text "DID YOU KNOW?" is written in large, bold, white letters with a black outline across the top of the stamp grid. Below the grid, the text "Coils of First-Class Mail[®] stamps are available at *usps.com*[®]." is written in bold red letters.