

Message From the Postmaster General

# 1992 COMBINED FEDERAL CAMPAIGN

This year marks the 30th year that the U.S. Postal Service and its employees will join in the Combined Federal Campaign (CFC) drive. Each year the Postal Service commits, through this campaign, to serve others less fortunate.

The Combined Federal Campaign occurs during the fall season, when everyone takes time to reflect on his or her assets, achievements, and contributions. It is hoped that for will support this worthwhile cause and contribute to help others in need. Through giving, the hungry are fed, families are counseled, cures for disease are found, the dying are comforted, wells in the Third World are dug, the environment is being saved, and the lives of millions are improved.

Last year the postal family donated \$33,238,812.90 nationally, a 10.2 percent increase over the prior year's contributions.

In CFC authorized areas, your Postal Service CFC team captain or keyworker will provide you with a booklet of your local participating organizations. Although you may receive appeals directly at your home from charities supported by CFC, please realize that you may contribute to those organizations through the CFC using its convenient payroll deduction plan.

Your commitment, involvement, and visible support are essential elements in this campaign. I am sure that, as in years past, your generosity can be counted on for the 1992 Combined Federal Campaign.

Marin Kumps

MARVIN RUNYON Postmaster General

1991 Annual Index in PB 21808, 2–6–92 Latest Quarterly Index: PB 21813, 4–16–92 (Jan.–Mar.) PB 21820, 7–23–92 (Apr.–Jun.)

# Statement of Support for the National Guard and Reserve

The Postal Service has traditionally supported the mission of the National Guard and Reserve and the military service obligations of postal employees who are members of the guard and reserve. Postmaster General Marvin Runyon has reaffirmed that support and signed a joint statement with the Secretary of Defense and the Chairman of the National Committee for Employer Support of the Guard and Reserve. (See page 21).

Display this statement on employee bulletin boards in each firstallation.

Employee Relations, 10-15-92

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#### APO/FPO Changes

Please make the following ink changes on the appropriate effective dates to the table entitled Conditions Applied to Mail Addressed to Military Post Offices Overseas, listed in *Postal Bulletin* 21824, dated September 17, 1992.

APO/ FPO	Actions	Effective Date	See Restrictions
09285	Not Active	10-15-92	
09286	Not Active	10-15-92	
09372	Not Active	10-15-92	1
09615	Not Active	10-15-92	
09642	Not Active	10-15-92	
09646	Not Active	10-15-92	
09806	Not Active	10-15-92	1
34001	Change Restrictions	10-15-92	B-U
34002	Change Restrictions	10-15-92	B-U
34003	Change Restrictions	10-15-92	B-U
34004	Change Restrictions	10-15-92	B-U
34005	Change Restrictions	10-15-92	B-U
34007	Change Restrictions	10-15-92	B-U
34061	Change Restrictions	10-15-92	B-U
34079	Not Active	10-15-92	
96446	Not Active	10-15-92	
96646	Not Active	10-15-92	
96693	Not Active	10-15-92	

These changes will appear in bold print in the next reprint of the APO/FPO table, to be published in *Postal Bulletin* 21827, 10-29-92. Please ensure that all acceptance units are notified of these changes. —*Transportation Dept.*, 10-15-92

# Form I–9, Employment Eligibility Verification

A revision of the Immigration and Naturalization Service Form I-9, *Employment Eligibility Verification*, is now available at the materiel distribution centers (MDCs). Employing office personnel should estimate the number of forms needed for their facility and requisition that amount using Form 7380, *MDC Supply Requisition*.

Upon receipt, discard the previous edition of the Form 1-9.—Employee Relations Dept., 10-15-92

# Computing the Local Zone Rate With IRTs

The local zone rate should be given for *single piece* parcel post or bound printed matter mailings deposited at any post office for delivery to an address within the delivery area of that same post office. It applies to both single five-digit and multi-ZIP Coded post offices. The integrated retail terminal (IRT) is programmed to compute the local zone rate for the appropriate mail classes, but the window service employee must select this feature; it is not automatic. Use the following procedure:

1. Employees using UNISYS Phase II or Phase III IRTs select Third/Fourth Class or Bound Printed Matter, as applicable, place the item on the scale platform then, when prompted, enter the five-digit ZIP Code for the station followed by zero.

2. Those using MOS IRTs should press the third CL/Parcel Post or Bound Printed Matter key, as applicable, place the item on the scale platform then, when prompted, enter the five-digit ZIP Code for the station followed by zero.

It is critical that the Postal Service charges customers proper rates. Retail managers must ensure that all employees using IRTs to accept mail have read and understand this information. Use Form 1627, General Purpose Ruled Form, to document that all employees have been notified. Retain the form at the unit for 1 year. —Delivery, Distribution, and Transportation Dept., 10-15-92

# Withholding of Mail Orders

Enforced by postmasters at cities listed.

State/city	Names covered
CA, San Francisco 94102–6227.	Dave Davidson d/b/a Express Mar- keting & Media, Box 204, 1800 Market Street.
CA, Escondido 92026-3032.	Any and all of various names other than Larry Strakon and Helen Stra- kon, 1033 Joshua Street.

-Judicial Officer, 10-15-92

# DOMESTIC ORDERS

False Representation. Enforced by postmasters at cities listed.

State/city	Names covered	Product
AL, Mobile 36609-4252	Columbia Financial Services, 720 Oak Circle Drive East, Suite B.	An advance fee loan scheme.
NY, Brooklyn 11235-3811	Prosperity, 1405 Avenue Z, Suite 264	A lottery and multilevel marketing enterprise.
PA, Philadelphia 19102-4415	Diamond Importers, 1530 Locust Street, Dept. 211.	A merchandise misrepresentation.
PA, Philadelphia 19107-4918	Liberty Jewels, 1109 Walnut Street, Dept. 241	A merchandise misrepresentation.
PA, Philadelphia 19147-1510	Parcel Express, 518 South 5th Street, Dept. 261.	A merchandise misrepresentation.

Message From the Postmaster General

Sexual harassment is a subject many managers prefer not to talk about. It is so clearly a behavior that has absolutely no place in the work world that people are reluctant even to acknowledge its existence. Unfortunately, sexual harassment does exist in the workplace. If we are to eliminate the problem—and I am committed to doing just that—the example must come from the top. Postal management must emphasize that, like any action that threatens our commitment to full equal employment opportunity, sexual harassment will not be tolerated in the Postal Service in any form. The penalty for engaging in sexual harassment is severe discipline, including discharge. I am counting on our postal leaders to demonstrate that sexual harassment is totally unacceptable in the Postal Service.

All employees must be made aware of the following policy:

# **USPS POLICY ON SEXUAL HARASSMENT**

The United States Postal Service is committed to providing a work environment free of sexual harassment.

Sexual harassment is improper and unlawful conduct, which undermines the employment relationship as well as employee morale:

- 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 contacts of a sexual nature that are unwelcome to the recipient.
- A sustained hostile and abusive work environment so severe that it changes the terms and conditions of one's employment.

The Postal Service will not tolerate the presence of sexual harassment in the workplace, and employees who are found to have engaged in sexual harassment should expect serious disciplinary action, including removal. Postal employees who believe that they are the victims of sexual harassment may seek relief through the Equal Employment Opportunity (EEO) complaint process; grievance-arbitration procedure for bargaining unit employees under the collective bargaining agreements; and the grievance procedures for nonbargaining unit employees. Any possible criminal conduct should be reported to the Postal Inspection Service.

Employees who choose not to pursue a complaint through one of the above established procedures also may bring the situation to the attention of impartial supervisors or managers at the appropriate organizational level.

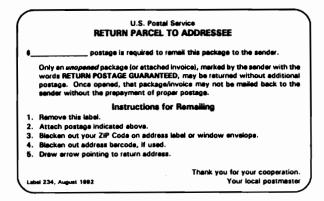
All managers and supervisors are charged with the responsibility for preventing sexual harassment in the workplace and, if sexual harassment occurs, for taking immediate and appropriate corrective action.

Marvir Kump

MARVIN RUNYON Postmaster General

#### New Parcel Return Label

The Office of Classification and Rates Administration (OCRA) has distributed to all post offices Label 234, *Return Parcel to Addressee*. OCRA and the Document Control Division designed this new label from a composite of ideas employees and employee work groups recently suggested.



Post offices should affix this peelable label to packages endorsed Return Postage Guaranteed that customers open, reseal, and then attempt to remail without paying the required postage. Postal employees need to weigh the package, rate the amount due, and write that amount on the underlined part in the upper left corner of the label before returning the package to the customer.

The customer receiving the returned package removes the label, blackens out the delivery address ZIP Code and any barcode, draws an arrow to the return address, and affixes the postage indicated on the label before dropping the package in the mail or handing it to a carrier.

Post offices needing additional labels may order them through the two materiel distribution centers (MDCs), using Form 7380, MDC Supply Requisition.

—Marketing and Customer Service Group, 10–15–92

#### DMM Notice

## Form 3849–C Eliminated

Effective with *Domestic Mail Manual* (DMM) Issue 45 (12-20-92), DMM 224.222b is revised to eliminate references to Form 3849-C, *Express Mail*— *Notice of Attempted Delivery*.

The article titled Form 3849-C Eliminated in *Postal Bulletin* 21824 (9-17-92) erroneously indicated that this change was effective 9-17-92.

Each office will eliminate the use of Form 3849-C, *Express Mail—Notice of Attempted Delivery*, when the new Form 3849, *Delivery Notice/Reminder/Receipt*, is received. Any office that uses the national contract to overprint the Form 3849 with delivery office information will eliminate the use of Form 3849-C when the new overprinted forms are received.

-Marketing and Customer Services Group, 10-15-92

#### **Treasury Department Checks**

November Supplemental Security Income checks and Veteran's Administration compensation and pension checks normally delivered on the first of the month are scheduled for delivery on Friday, October 30. The envelopes will bear the legend:

> Postmaster: Requested delivery date is the 30th day of the month.

Civil Service annuity and Railroad Retirement checks are scheduled for delivery on Monday, November 2. The envelopes will bear the legend:

> Postmaster: Requested delivery date is the 1st day of the month or the first delivery date thereafter.

The Social Security benefit checks are scheduled for delivery on the normal delivery date, Tuesday, November 3. The envelopes will bear the legend:

> Postmaster: Requested delivery date is the 3rd day of the month. —Operations Support, 10-15-92

#### DMM Correction

### Distribution Labeling List Exhibit Error

The Domestic Mail Manual (DMM) Issue 44 (9-20-92), contains an error in Exhibit 122.63f, Optional State Distribution Center (SDC) Labeling List for Mailer-Prepared Second-Class Publications. The Destination ZIP Codes for DIS CHICAGO IL 606 should be 600-607, 609-611, 613, 617.

This correction was announced in *Postal Bulletin* 21820, 7-23-92 (page 2), and was erroneously omitted from the DMM. The change was effective September 20, 1992.—*Operations Support*, 10-15-92



## **1992 COMMEMORATIVE STAMP COLLECTION**

The 1992 Commemorative Stamp Collection, *Item 8992*, goes on sale October 29 throughout the country and by mail order from:

PHILATELIC SALES DIVISION BOX 449997 KANSAS CITY MO 64144-9997

This product is a 36-page hardbound book, which includes 58 commemorative stamps and mounts and sells for \$22.95. The beautifully illustrated book provides colorful photographs and text featuring the stamp subjects, including Hummingbirds, Wildflowers, Wild Animals, Summer and Winter Olympics, Olympic Baseball, World War II—1942, Minerals, Space, the First Voyages of Columbus, and 12 other topics highlighted on 1992 commemoratives.

The book is part of a forthcoming holiday promotion in post offices lobbies for December.

The contractor will ship this product to stamp distribution offices (SDOs) and to those associate offices (AOs) that receive direct shipments of commemorative stamps from stamp manufacturers. These offices receive approximately 60 percent of their surveyed quantities as conducted last year. Those SDOs that service Stores of the Future receive four shipments, marked For Stores of the Future. The number for the Stores' 1992 Commemorative Stamp Collection is *Item 8992E*. SDOs should not use these commemorative stamp collections to fill orders from other offices.

SDOs and AOs that receive shipments of 1992 Commemorative Stamp Collections should know that the books and stamp packets are not shipped separately as in the past. Rather, each carton is sent by Registered Mail and contains 20 books and a bundle of 20 corresponding stamp packets.

SDOs and AOs must verify receipt of quantities as recorded on their Advices of Shipment. Installations should report any difference between quantities shown on the Advice of Shipment and those actually received, as outlined in Handbook F-1, *Post Office Accounting Procedures*, section 426.3.

Offices should report all sales of this product in AIC 092, Philatelic Product Sales, and on Form 1412-A, Daily Financial Report, and include them on the quarterly Form 1079, Philatelic Product Physical Inventory Recap, as required.

-Philatelic and Retail Services Dept., 10-15-92



# New Parcel Post Insurance for South Africa

Effective October 1, 1992, insured service is available for parcel post (air and surface) to South Africa. The maximum insurance amount is \$500.

International Mail Manual Issue 11 will contain this change. In the interim, window clerks must refer to the following rate table, Exhibit A:

#### South Africa

#### Insurance (320)

Available for parcel post only See 324.2 for required markings

Insured Amount not over	Fee	Insured Amount not over	Fee
\$50	\$1.60	\$300	\$4.60
\$100	\$2.40	\$400	\$5.40
\$200	\$3.50	\$500 max	\$6.20

#### Exhibit A

Integrated retail terminal (IRT) software will be modified.

-Marketing and Customer Service Group, 10-15-92

### **Relief of Postal Employees**

Effective September 19, 1992, Accounting Period 1, Fiscal Year 1993, AIC 676, Relief of Postal Employees, will no longer be used. Process write-offs for physical loss or deficiency, counterfeit currency, and other losses through the claim for loss system. See Handbook F-1, Post Office Accounting Procedures, section 880.

Handbook F-4, Examination of Postmaster's Accounting Transactions, changes as follows:

- Delete section 356.2, and renumber 356.3.
- Delete reference in appendix, page 39
- Handbook F-1 changes as follows: see above
  - Delete reference in Appendix A, page 149 —Dept. of the Controller, 10–15–92

Handbook PO-423 Revision

# Customer Address Data Base Modification

The Topeka Label Printing Center currently sends shipments of sack and tray labels directly to the requesting post office as defined on Form 8131, *Customer Address Data Base Modification*, dated September 1991. The requesting post office uses the same origin ZIP Code from Form 8131 on Form 1578-B, *Requisition for Facing Slips or Labels*, to direct the order to the proper address.

In many cases, employees at post offices receiving labels for customers must spend considerable time and effort relabeling and reshipping the labels from the post office to each customer. This process also increases the time it takes for customers to receive their labels.

Effective immediately, post offices requesting labels for customers may have the labels sent directly from the Label Printing Center to the customer. Use revised Form 8131, dated October 1992, shown on page 24, to utilize this option. This form is not available in the materiel distribution centers and must be copied from this *Postal Bulletin* for use.

A future update of Handbook PO-423, *Requisi*tioning Labels, will include this change.

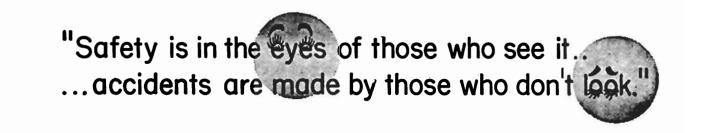
-Operations Support, 10-15-92

# Discontinuance of PSINs C1870 and C1871

Due to environmental concerns, supply items C1870 (Sodium Pentachlorophenate) and C1871 (Sodium Polyphosphate) are being discontinued as stocked items at the materiel distribution centers (MDCs). The Maintenance Technical Support Center will notify affected offices about recommended alternative sources.

Small offices requiring a boiler feed water conditioning chemical should order item C1838 (Quebracho, tannin, powder), stocked in 1 pound packages, from their servicing MDC.

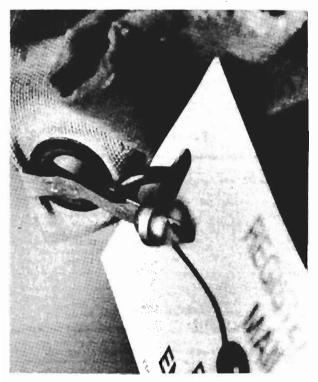
-Purchasing Dept., 10-15-92



# NUMBERED SEALS ON REGISTERED MAIL

Offices may use numbered seals (Item O-817C) to secure registered pouches and security liners in lieu of rotary locks but must not use the seals on sacks.

The proper method to apply these seals to pouches and security liners with grommets follows. Also see the accompanying photographs.



**Registered Pouch—With Grommets** 

- Close the hasp over the staple and place the EP-9 envelope, flap end down and wording up, on the staple.
- Thread the small plain end of the seal, number down, through the bottom of the staple toward and through a grommet of the pouch.
- Bend the seal back and thread the plain end through the ball of the seal.
- The number of the seal should appear on the outside of the seal.

If the pouch or security liner does not have grommets, apply the seal as follows:



**Registered Pouch—Without Grommets** 

- Close the hasp over the staple and place the EP-9 envelope, flap end down and wording up, on the staple.
- Thread the small plain end of the seal, number down, between the hasp and staple toward the top of the pouch or security liner.
- Bend the seal back and thread the plain end through the staple and into the ball of the seal.
- The number on the seal should appear on the outside of the seal.

-Inspection Service, 10-15-92

If the address on your mailing label of Postal Life or Postal Leader is incorrect, complete Form 1216, Employee's Current Mailing Address. This form is available from your Personnel Office. Return the completed form to your Personnel Office for processing. No other form can be used for this purpose. DMM Notice

### **DISTRIBUTION LABELING LIST EXHIBIT CHANGES**

Effective with *Domestic Mail Manual* (DMM) Issue 45 (12-20-92), DMM Exhibits 122.63c-e, 122.63h, 122.631, 122.63m-o, and 122.63s-t are revised to reflect changes in mail processing operations.

Although mailers are encouraged to label according to the revised exhibits immediately, they must comply with these changes beginning December 20, 1992.

#### Exhibit 122.63c

Sectional Center Facilities Serving a Single Three-Digit ZIP Code Area

ZIP Code	Label to
Delete: 054	BURLINGTON VT 054

#### Exhibit 122.63d

Sectional Center Facilities Serving More Than One Three-Digit ZIP Code Prefix Area

ZIP Codes	Label to
Change: From: 035-037, 050-053, 056-059 To: 035-037, 050-053, 057-059 Add: 054, 056	SCF WHITE RIVER JCT VT 050 SCF WHITE RIVER JCT VT 050 SCF BURLINGTON VT 054

#### Exhibit 122.63e

Area Distribution Center (ADC) Labeling List for Use With Presorted First-Class Mailings

Destination ZIP Codes	Label to
Delete:	
090-094, 096-098 4	DULLES VA APO 201
090-094, 096-098 5	AMF OHARE IL APO 60666
090-094, 096-098 <sup>6</sup>	NORTH TEXAS TX APO 750
962-965 •	AMF SEATTLE WA 98158 <sup>2</sup>
966	FPO SAN FRANCISCO CA 966 3
Delete Footnotes 1-9.	
Change:	
From: 962-965 *	APO SAN FRANCISCO CA 962 1
To: 962-966, 987	AMF SAN FRANCISCO CA 962
	APO/FPO
From: 835, 838, 980-985, 987-994, 998-999.	DIS SEATTLE WA 980
To: 835, 838, 980-985, 988-994, 998-999.	DIS SEATTLE WA 980

(All origins label military ZIP Codes 090-094, 096-098 to AMF KENNEDY APO NY 00300, and military ZIP Codes 962-966, 987 to AMF SAN FRANCISCO CA 962 with APO/FPO on label line 2.)

#### Exhibit 122.63h

Optional State Distribution Center (SDC) Labeling List for Mailer-Prepared Third- and Fourth-Class Irregular Parcels

Destination ZIP Codes	Label to
Change:	
From: 010-069, 120-126, 128-129	BMC SPRINGFIELD MA 05500
To: 010-069, 120-129	<b>BMC SPRINGFIELD MA 05500</b>
From: 070-079, 088-089	DIS NORTH JERSEY NJ 07099
To: 070-079, 085-089	DIS NORTH JERSEY NJ 07099
	NI
From: 080-087, 169-199	BMC PHILADELPHIA PA 19204
	004
To: 080-084, 169-199	BMC PHILADELPHIA PA 19204
	004
From: 004-005, 103-119, 127	DIS NORTH JERSEY NJ 07099
To: 004-005, 103-119	DIS NORTH JERSEY NJ 07099
	NY

Exhibit 122.63

Bulk Mall Center (BMC) Labeling List for Mailer-Prepared Bulk-Rate Third- and Fourth-Class Machinable Parcel Mallings

Destination ZIP Codes	Label to
Change:	
From: 004-005, 070-079, 088-098,	BMC NEW JERSEY NJ 10000
100-119, 127.	002
To: 004-005, 070-079, 085-098,	BMC NEW JERSEY NJ 10000
100-119.	002
From: 010-069, 120-126, 128-129	BMC SPRINGFIELD MA 05500
To: 010-069, 120-129	BMC SPRINGFIELD MA 05500
From: 080-087, 137-139, 169-199	<b>BMC PHILADELPHIA PA 19205</b>
	005
To: 080-084, 137-139, 169-199	<b>BMC PHILADELPHIA PA 19205</b>
	005

#### Exhibit 122.63m

#### **Three-Digit Labeling List for Automated Site Mailings**

3-Digit ZIP Code Prefix	Label For Single ZIP Code Tray
Change:	
From: 056	. WHITE RIVER JCT VT 056
То: 056	
Add:	
324	. PANAMA CITY FL 324
394	NEW ORLEANS LA 394
396	NEW ORLEANS LA 396

#### Exhibit 122.63n

Sectional Center Facility (SCF) Labeling List for Automated Site Mailings

3-Digit ZIP Code Prefix	Label for SCF Tray
Change: From: 035-037, 050-053, 056-059 To: 035-037, 050-053, 057-059 Add: 054, 056.	SCF WHITE RIVER JCT VT 050 SCF WHITE RIVER JCT VT 050 SCF BURLINGTON VT 054

#### Exhibit 122.63o

Automated Area Distribution Center (AADC) Labeling List for Automated Site Mailings

Label for AADC Tray
DIS PENSACOLA FL 325
DIS PENSACOLA FL 325
DIS NEW ORLEANS LA 700
DIS NEW ORLEANS LA 700

#### Exhibit 122.63s

BMC/ASF Distribution Labeling List and Service Areas for Third- and Fourth-Class Destination Bulk Mail Center (DBMC) Rates

Destination ZIP Codes	Label to
Change:	
From: 010-069, 120-126, 128-129	BMC SPRINGFIELD MA 05500
To: 010-069, 120-129	<b>BMC SPRINGFIELD MA 05500</b>
From: 004-005, 070-079, 088-098, 100-119, 127.	BMC NEW JERSEY NJ 10000
To: 004-005, 070-079, 085-098, 100-119.	BMC NEW JERSEY NJ 10000
From: 080-087, 137-139, 169-199	BMC PHILADELPHIA PA 19205
To: 080-084, 137-139, 169-199	<b>BMC PHILADELPHIA PA 19205</b>

### **DISTRIBUTION LABELING LIST EXHIBIT CHANGES**—Continued

#### Exhibit 122.63t

Automated Area Distribution Center (AADC) Labeling List for Use With Letter-Size First-, Second-, and Third-Class ZIP + 4 and ZIP + 4 Barcoded Rate Mailings

Destination ZIP Codes	Label to
Delete:	
090-094, 096-098 <sup>2</sup>	DULLES VA APO 201
090-094, 096-098 <sup>3</sup>	AMF OHARE IL APO 60666
090-094, 096-098 4	NORTH TEXAS TX APO 750
152	PITTSBURGH PA 152
191-192	PHILADELPHIA PA 191
202-205	WASHINGTON DC 202
212	BALTIMORE MD 212
432	COLUMBUS OH 432
441	CLEVELAND OH 441
452	CINCINNATI OH 452
503. 509	DES MOINES IA 503
532	MILWAUKEE WI 532
554	MINNEAPOLIS MN 554
631	ST LOUIS MO 631
641	KANSAS CITY MO 641
802	DENVER CO 802
962-965 <sup>8</sup>	AMF SEATTLE WA 981588
966	FPO SAN FRANCISCO CA 9667
Delete Footnotes 1-8.	
Change:	
From: 010-013	SCF SPRINGFIELD MA 010
To: 010-013	DIS SPRINGFIELD MA 010
From: 150-151, 153-168, 260	DIS PITTSBURGH PA 150
To: 150-168, 260	DIS PITTSBURGH PA 150
From: 190	PHILADELPHIA PA 190
To: 190-192	SCF PHILADELPHIA PA 190
From: 200	WASHINGTON DC 200
To: 200, 202-205	SCF WASHINGTON DC 200
From: 210-211, 214-219, 254, 267	DIS BALTIMORE MD 210
To: 210-212, 214-219, 254, 267	DIS BALTIMORE MD 210
From: 270–274	DIS GREENSBORO NC 270
То: 270–274	SCF GREENSBORO NC 270
From: 300-302	SCF NORTH METRO GA 300
To: 300-302, 305	SCF NORTH METRO GA 300
From: 298, 305-306, 308-309	DIS NORTH METRO GA 301
To: 298, 306, 308-309	DIS NORTH METRO GA 301
From: 360-361, 363-364, 367-368	SCF MONTGOMERY AL 360
To: 360-361, 363-364, 367-368	DIS MONTGOMERY AL 360
From: 430-431, 433, 437-438, 456- 457.	DIS COLUMBUS OH 430
To: 430-433, 437-438, 456-457	DIS COLUMBUS OH 430

#### Exhibit 122.63t—Continued

Automated Area Distribution Center (AADC) Labeling List for Use With Letter-Size First-, Second-, and Third-Class ZIP + 4 and ZIP + 4 Barcoded Rate Mailings

Destingtion ZIP Codes	Label to
Destination ZIP Codes	Label to
From: 440, 444-445, 448-449	DIS CLEVELAND OH 440
To: 440-441, 444-445, 448-449	
From: 410, 450–451, 459, 470	
To: 410, 450-452, 459, 470	
From: 500-502, 504-505, 508, 525	
	DIS DES MOINES IA 500
From: 498-499, 530-531, 534, 541-	
543, 549.	DIO MILINICIALE NI 550
To: 498-499, 530-532, 534, 541-	DIS MILWAUKEE WI 530
543, 549.	
From: 553, 555, 560-564, 566	DIS MINNEAPOLIS MN 553
To: 553-555, 560-564, 566	DIS MINNEAPOLIS MN 553
From: 620, 622, 624, 628-630, 633-	DIS ST LOUIS MO 630
639.	
To: 620, 622, 624, 628-631, 633-639	DIS ST LOUIS MO 630
From: 640, 644-658, 660-662, 664-	DIS KANSAS CITY MO 640
668.	
To: 640-641, 644-658, 660-662,	DIS KANSAS CITY MO 640
664-668.	1
From: 800-801, 803-816	DIS DENVER CO 800
To: 800-816	DIS DENVER CO 800
From: 855-857	SCF TUCSON AZ 856
To: 855-857	
From: 962-965 <sup>5</sup>	APO SAN FRANCISCO CA 9627
To: 962-966, 987	AMF SAN FRANCISCO CA 962
	APO/FPO
From: 967–969	
То: 967-969	DIS HONOLULU HI 967
From: 835, 838, 980-985, 987-994,	DIS SEATTLE WA 980
<del>998–999</del> .	
To: 835, 838, 980-985, 988-994,	DIS SEATTLE WA 980
998–999.	

(All origins label military ZIP Codes 090-094, 096-098 to AMF KENNEDY APO NY 00300, and military ZIP Codes 962-966, 987 to AMF SAN FRANCISCO CA 962 with APO/FPO on label line 2.)—Operations Support, 10-15-92

#### DMM Revision

FLATS BARCODE SPECIFICATION CHANGE

Effective immediately, *Domestic Mail Manual* (DMM) 551.522 is revised to make the dimensional specifications for a baseline shifts of barcodes consistent for both letter-size and flat-size mail. The baseline shift for the individual bars of a Postnet barcode on a flat-size mailpiece is 0.015 inches, effective immediately.

This revision will appear in DMM Issue 45 (12-20-92)

#### 551.5 Skew and Baseline Shift

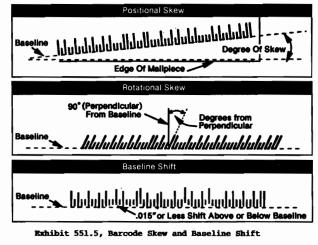
\* \* \* \* \*

#### 551.52 Flat-Size Mail

\* \*

551.522 Baseline Shift. The individual bars of a barcode on a flat-size mailpiece must not be verti-

cally offset more than 0.015 inch from the average baseline of the barcode (see Exhibit 551.5).



-Marketing and Customer Service Group, 10-15-92

### PARCEL REDELIVERY POLICY UPDATE

The implementation of the parcel redelivery policy outlined in the September 17, 1992, *Postal Bulletin* and the service talk dated September 28 has been delayed for *rural carriers only*. The implementation policy issuance was not available in time to be properly implemented during the Special Count of Mail conducted on rural routes September 17-30, 1992. Carriers and managers need to be aware of this policy as one of the factors when electing their option relative to the national mail count scheduled for September 1993. The redelivery policy compliance will begin with this mail count.

Due to the promotion of this policy with the mailing industry, neither the Postal Service nor the National Rural Letter Carriers' Association wants to stop any ongoing procedures that may have voluntarily been in place prior to publishing the September 17 *Postal Bulletin* article. Also, some offices received the Bulletin in time to implement the redelivery procedures, and the new procedure will remain in place in these locations.

#### **Service Talk**

In the service talk on the new parcel redelivery policy, dated September 28, a line was dropped at

# National Retirement Counseling System

The National Retirement Counseling System (NARECS) provides computer-generated annuity estimates, on a semiannual basis, to employees eligible for optional retirement under the Civil Service Retirement System (CSRS). NARECS also provides annuity estimates to employees eligible for unreduced immediate retirement benefits under the Basic Benefit Plan of the Federal Employees Retirement System (FERS).

Because of the wide distribution of annuity estimates under the special retirement option offered to certain groups of employees during the August 17 through October 3, 1992, window, the normal August distribution was not made. However, for employees not covered by the special retirement option, these annuity estimates will now be made available in October. They will be shipped in bulk to field installations the week of October 19, 1992.

Employing offices must advise these employees of the availability of the printouts by bulletin board announcements or employee newsletters. (Use the bulletin board notice on page 17.) Employing offices, however, must do nothing that could be viewed as coercing or inducing employees to retire. Optional retirement is a purely personal decision.—*Employee Relations*, 10-15-92 the end of the first page. The fourth paragraph of the service talk should read (the missing line is in italics):

By talking with parcel shippers, we knew we needed to do something more to deliver parcels when we do not have the mailer's or customer's permission to leave them. To increase the number of parcels we actually deliver, a new parcel delivery policy has been developed at the suggestion of national representatives from the city and rural carrier unions. Under the new policy, you will make an automatic second parcel delivery for customers who are typically available to receive parcels. In this situation, do not leave a Form 3849, Delivery Notice/Reminder/ Receipt, after the first attempt. Instead, write the date, your initials and route number near the address. Place the parcel in your gurney when you return to the office. Make a second delivery attempt the next delivery day. If the customer is not available to receive the parcel on the second attempt, then leave a Form 3849. This change will increase the convenience of parcel delivery for many customers, especially customers like the elderly that may have difficulty getting to a post office.

> -Delivery, Distribution, and Transportation Dept., 10-15-92

# Postmaster Relief/Leave Replacement Longevity Bonus

Each year, employees who have completed at least 3 consecutive years as Postmaster Relief/ Leave Replacements (PMR/LRs) receive a longevity bonus. As in the past, this year's bonus will be included in paychecks for Pay Period (PP) 23 (November 6, 1992).

To be eligible to receive this bonus, an employee must have been continuously on the rolls working as a PMR/LR and/or Officer-in-Charge (OIC) for 80 or more hours during each of the last 3 fiscal years as of the end of the last fiscal year (September 18, 1992), and must still be on the rolls in any capacity on the first day of PP 23-92, October 17, 1992.

For eligible PMR/LRs who have worked 80 or more hours during the preceding year, longevity bonus amounts are calculated by multiplying the PMR/LR's average hourly rate for work as a PMR/ LR or OIC during the preceding fiscal year by the number of hours the employee worked in those capacities during the same period. The product of that calculation is then multiplied by the bonus calculation percentage factor (1 percent) and, finally, that product is multiplied by the PMR/LR's number of full and consecutive years of service as a PMR/LR and/or OIC (up to a maximum of 7).

-Employee Relations Dept., 10-15-92

All IRT, WRU, CTT Offices

### SETTING CLOCKS FOR STANDARD TIME

Correct system time in integrated retail terminals (IRTs) and Weighing and Rating Units (WRUs) is critical because Express Mail acceptance times, service commitments, and network status are verified and recorded using the internal clocks. The IRT system time is also printed on customer receipts and employee reports. Express Mail arrival times are determined from the computerized tracking and tracing (CTT) scanner clocks.

Managers must ensure that all clocks in IRTs, WRUs, and CTT scanners under their control are set *back* 1 hour before opening for business on Monday, October 26, to reflect the change to Standard Time in most locations. Facilities with Saturday night operations should reset the time as soon as possible after the 2 a.m. Sunday start time.

Use menu Item 11, Set System Date and Time, from the Control Menu on the UNISYS Phase III Supervisor Disk.

Set System Date and Time is item 12 on the UNISYS Phase II Supervisor Disk Control Menu.

Select menu item 5, Change Fees and Tables, from the Main Menu on the MOS IRTs Control Disk, then select item 5, Set Unit Date and Time, from the Change Fees and Tables Menu.

Laser Scanner. Press the Control (CTRL) key and press the T key. The current date and time appears. Press the Clear (CLR) key. A date prompt appears. Enter the current date as MMDDYY (example: 102592). Press the Enter key. The scanner will then prompt you to enter the time. Enter correct Stand-

#### **Discontinuance of Supply Items**

The materiel distribution centers (MDCs) are out of stock on item 0815, Seal, Anti-pilferage, NSN 5340-00-086-4069. The replacement item is 0818A, NSN 5340-02-000-8208.

MDCs will no longer stock items 0816A, seals, lead rivet, NSN 5340-02-000-8876, and item 0816B, seals, lead rivet, NSN 5340-02-000-8877, when supplies are depleted. The replacement item is 0818A, NSN 5340-02-000-8208.

MDCs will not carry the following items when they exhaust current stocks:

- 07503 label, pressure sensitive, 2.75 x 1.1875 in, 6,250 per roll, for label printing machine
- 07503A label, pressure sensitive, 25,000 per roll

025E letter transfer for sign 141B only

- 052 jacket, envelope, white, for Welcome Wagon kit
- 073C stencils, mimeograph
  - -Procurement and Supply Dept., 10-15-92

ard Time in military format (examples: 8 a.m. = 0800, 1:30 p.m. = 1330). Press the Enter key. The scanner then returns to the screen at the beginning of the time change process. Press the CTRL key and the T key to verify the time and date. If correct, press the Enter key; if not, reenter correct information.

Contact Scanner. Press the Function (FUNC) key and press the T key. The current date and time will be displayed. Press the Clear (CLR) key. The user then is prompted to enter a date. Enter the current date as MMDDYY (example: 102591). Press the Enter key. The scanner then prompts the user to enter the time. Enter correct Standard Time in military format (examples: 8 a.m.=0800, 1:30 p.m.=1330). Press the Enter key. The scanner then returns to the first screen at the beginning of the time change process. Press the Function key and then the T key to verify the time and date. If correct, press the Enter key; if not, reenter correct information.

Setting WRU clocks. Select item 2, Change System Data, from the Maintenance Menu. Select 1, Change System Date and Time, from the Change System Data Menu. The Set System Date and Time screen appears. Press Yes to accept the current date. The time appears. Press No to clear the time. Enter correct Standard Time in military format (examples: 8 a.m. = 0800, 1:30 p.m. = 1330). Press Yes to save the corrected time. The Change System Data Menu appears. Verify the time and date and correct any errors.

-Customer Service Support Dept., 10-15-92

#### DMM Revision

# Detention of Absentee Ballot Materials

Effective immediately *Domestic Mail Manual* (DMM) 138 is revised to incorporate language omitted with the recent reorganization of part 137 regarding official mail. The revision clarifies that absentee balloting materials must not be detained or treated as unpaid mail. Questions concerning absentee balloting materials must be submitted to the rates and classification centers.

Renumber current 138.4 as 138.5. Renumber Exhibits 138.41 and 138.42 as 138.51 and 138.52; and insert new section 138.4 to read as follows:

138.4 Absentee Ballot Materials Not To Be Detained. Except as provided in 115, absentee balloting material must not be detained or treated as unpaid mail. It must be promptly dispatched and delivered to the addressee. Questions concerning possible abuse or impropriety must be referred to the rates and classification center (RCC).

-Marketing and Customer Service Group, 10-15-92



**Copyright U.S. Postal Service 1991** 

Format: Panes of 50 (300 per sheet format) Booklets of 20 (five panes of four)

Issue Date: October 22, 1992

City: Kansas City, MO

Designer and Typographer: Lou Nolan, McLean, VA

- Art Director and Project Manager: Liz Altobell, Program Manager, Design Section, U.S. Postal Service
- Manufacturing Process: Pane: offset lithography, Ashton-PotterAmerica, Inc., Amherst, NY Booklet: Gravure, American Bank Note (contractor), Multi-Color Corporation (printer) Booklet: Gravure/offset, American Bank Note (contractor)

**Colors:** Pane: Black, yellow, magenta, cyan, and green Reaklet (Multi Color): Vellow, magenta, c

Booklet (Multi-Color): Yellow, magenta, cyan, black, red, and green

Size: .87 x 1.14 in / 22.1 x 28.96 mm (single stamp overall)

1.74 x 2.28 in / 44.2 x 57.92 mm (block of four)

- 1.74 x 3.15 in / 44.2 x 79.91 mm (booklet pane with tab)
- **Plate Numbers:** Pane: Five preceded by the letter P, Booklet: Six preceded by the letter A
- Marginal Markings: ©U.S. Postal Service 1991 Use Correct ZIP Code®



**Copyright U.S. Postal Service 1991** 

Format: Panes of 50 (300 per sheet format), Booklets of 20 (two panes of 10) Issue Date: October 22, 1992 **City:** Washington, DC Designer and Typographer: Bradbury Thompson, Riverside, CT Art Director and Project Manager: Jack Williams, Program Manager, Design Section, **U.S.** Postal Service Modeler: Clarence Holbert, Bureau of Engraving and Printing Engraver: Thomas Hipschen (picture) and Gary Slaght (lettering) Manufacturing Process: Offset/intaglio, BEP Colors: Intaglio: Red, brown Offset: Blue, yellow, pink, red Size: .77 x 1.05 in / 19.6 x 26.7 mm (image area) .91 x 1.19 in / 23.1 x 30.2 mm (overall) Plate Numbers: Pane: Four offset and one intaglio, Booklet: One intaglio Marginal Markings: (C)U.S. Postal Service 1991 Use Correct ZIP Code®

#### 21826, 10-15-92, Page 13

#### **POSTAL BULLETIN**

# Traditional and Contemporary Christmas Stamps

Five new 29-cent stamp designs will usher in the 1992 holiday season at first day of issue ceremonies in Kansas City, Missouri, and Washington, DC, on October 22. Both the contemporary and traditional Christmas stamps are available in booklets of 20 for \$5.80 and panes of 50.

The single traditional Christmas stamp, designed by Bradbury Thompson of Riverside, Connecticut, is based on the painting Madonna and Child With Saints by Italian Renaissance artist Giovanni Bellini. The original painting is on display at the National Gallery of Art, Washington, DC.

The contemporary designs feature colorful renditions of antique toys: a pony and rider, a locomotive, a steam engine, and a steamship.

Customers will have 60 days to obtain the first day of issue postmark by mail.

The easiest way is to purchase the new stamps at the local post office, affix the stamps to envelopes of choice, address the envelopes (to one's self or others), insert a card of postcard thickness, tuck in the flap, and place the envelopes in a larger envelope addressed to:

CUSTOMER AFFIXED	CUSTOMER AFFIXED
ENVELOPES	ENVELOPES
CONTEMPORARY CHRIST-	TRADITIONAL CHRIST-
MAS STAMP	MAS STAMP
POSTMASTER	POSTMASTER
315 W PERSHING RD	900 BRENTWOOD RD NE
KANSAS CITY MO	WASHINGTON DC
64108-9991	20066-9991

Once the first day of issue postmark is applied, the envelopes will be returned through the mail. There is no charge for the postmark.

The Postal Service will affix Christmas stamps to customer-supplied, self-addressed envelopes only in the following ways:

• a single traditional pane stamp (29¢)

• a single traditional booklet pane of 10 stamps (\$2.90)

• a random single contemporary pane stamp (29¢)

• a block of four contemporary pane stamps (\$1.16)

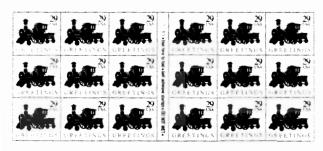
Customers who wish the Postal Service to affix stamps (to a maximum of 50 envelopes) should send self-addressed envelopes and the proper payment, in check or money order, to:

TRADITIONAL CHRIST-	TRADITIONAL CHRIST-
MAS SHEET STAMP	MAS BOOKLET STAMPS
POSTMASTER	POSTMASTER
900 BRENTWOOD RD NE	900 BRENTWOOD RD NE
WASHINGTON DC	WASHINGTON DC
20066-9992	20066-9992
CONTEMPORARY CHRIST-	CONTEMPORARY CHRIST-
MAS SHEET STAMP	MAS BOOKLET STAMPS
POSTMASTER	(SPECIFY ITEM NUMBER)
315 W PERSHING RD	POSTMASTER
KANSAS CITY MO	315 W PERSHING RD
64108-9992	KANSAS CITY MO
	64108-9992

The Postal Service will apply the appropriate first day of issue cancellation to any combination of the 1992 contemporary and traditional Christmas stamps, provided the stamps are already affixed. All orders must be postmarked by December 21, 1992.

Covers prepared by customers and bearing any combinations of both Christmas stamps may be submitted for either the Kansas City, Missouri, or Washington, DC, cancellation. Requests must specify which cancellation is desired. All combination cover requests, regardless of the cancellation desired, should be addressed: COMBINATION COV-ERS, CHRISTMAS STAMPS, POSTMASTER, 315 W PER-SHING RD, KANSAS CITY MO 64108-9993.

-Stamp Announcement 92-35, 10-15-92



Copyright U.S. Postal Service 1991

Format: Panes of 18

Issue Date: October 28, 1992

City: New York, NY

Designer and Typographer: Lou Nolan, McLean, VA

Art Director: Derry Noyes, Design Coordinator, Citizens' Stamp Advisory Committee

Project Manager: Elizabeth A. Altobell, Program Manager, Design Section, U.S. Postal Service

Engraver and Modeler: Intaglio Corp.

Manufacturing Process: Gravure, Avery Dennison Colors: Yellow, magenta, cyan, black, green (PMS 349C)

Size: .982 x .87 in / 25 x 22 mm (overall) 6.125 x 2.61 in / 155.2 x 66.3 mm (full pane)

Plate Numbers: Five preceded by the letter V

# Christmas ATM Stamp

The Postal Service will issue its new 29-cent Christmas ATM stamp at the Postage Stamp Mega Event in New York City on October 28.

The Christmas ATM stamp features the same locomotive design that appears on the Contemporary Christmas block of four stamps. The 18-stamp configuration is identical to the Liberty Torch ATM stamp pane, except that the design appears horizontally instead of vertically.

The pane of 18 Christmas ATM stamps (Item 5541) will sell for \$5.22. Bank customers may use their bank cards at automated teller machines (ATMs) that offer this service to select the stamps from a menu of banking options and have the cost of the stamps deducted automatically from their accounts.

The Christmas ATM stamps also will be available by mail order from the PHILATELIC SALES DIVISION, PO BOX 449997, KANSAS CITY, MO 64144-9997. The sales division also accepts VISA<sup>®</sup>, MasterCard<sup>®</sup>, and DISCOVER<sup>®</sup> orders by mail, telephone (816/455-4880), and FAX (816/453-7264). The usual \$10 minimum and 50 cents handling fee applies.

Customers have 60 days to obtain the first day of issue postmark by mail. The easiest way is to purchase the new stamps from the Philatelic Sales Division, affix the stamps to envelopes of choice, address the envelopes (to one's self or others), insert a card of postcard thickness, tuck in the flap, and place the envelopes in a larger envelope addressed to: CUSTOMER AFFIXED ENVELOPES, CHRIST-MAS ATM STAMP, POSTMASTER, FIRST DAY COVER UNIT, MORGAN GMF RM 1037, NEW YORK NY 10199-9991.

Once the first day of issue postmark is applied, the envelopes will be returned through the mail. There is no charge for the postmark. All orders must be postmarked by December 27.

Customers who wish the Postal Service to affix stamps (to a maximum of 50 envelopes) should send self-addressed envelopes and 29 cents per stamp, in check or money order, to: CHRISTMAS ATM STAMP, POSTMASTER, FIRST DAY COVER UNIT, MOR-GAN GMF RM 1037, NEW YORK NY 10199-9992.

-Stamp Announcement 92-34, 10-15-92

# OCTOBER 1992 Have you seen any of these children?

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



Wendy Marie Fogle Born: 08–12–75 Date Missing: 07–22–91 From: Middleton, MD



Nadeem Ahmad Khan Born: 07–13–85 Date Missing: 04–26–90 From: Chicago, IL



William Brian Martin Born: 03–17–76 Date Missing: 03–08–91 From: Guyton, GA



Bryan James Matelyan Born: 08–26–86 Date Missing: 09–16–90 From: Cherry Hill, NJ



Laura Reuter Born: 10-17-74 Date Missing: 12-28-90 Fxom: Sacramento, CA



William Franklin Steen, Jr. Born: 07–03–88 Date Missing: 10–22–91 From: Bradenton, FL

Please Call the National Center for Missing and Exploited Children-HOT LINE 1-800-843-5678

#### **Missing Children Poster Display Instructions**

Please display this poster prominently on bulletin boards in retail lobbies of main post offices, classified stations, and branches. Please remove and discard previous versions. At their option, operators of contract postal units also may display this poster.

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

This poster is published in cooperation with the National Center for Missing and Exploited Children, the United States Department of Justice, and the National Association of Letter Carriers. Information appearing on this poster is selected solely by the National Center for Missing and Exploited Children. For policy and information on Postal Service support in efforts to recover missing children, see POSTAL BULLETIN 21536, page 1, October 17, 1985.

Missing Children Posters are available from the U.S. Postal Service *only* through periodic issues of the POSTAL BULLETIN.

# **IEW OF THE 1993 COMMEMOR**

l special issues is a <u>tentative</u> schedule subject to changes in the issuetal Service policy to sell commemorative issues at all regular window



**Space Fantasy** Format: Booklet of 20 Issue Date: January

**Percy Lavon Julian** Format: Pane of 50 Issue Date: January



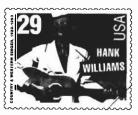
**Dean Acheson** Format: Pane of 50 Issue Date: April



**Cherokee Strip** Format: Pane of 20 Issue Date: April



Recognizing Deafness/ American Sign Language Format: Pane of 20 Issue Date: August



Hank Williams Format: Pane of 40 Issue Date: August



**Country & Western** Format: Booklet of 20 Issue Date: September

# MEMORATIVE AND SPECIAL STAMP ISSUES

anges in the issue dates, formats, and design elements. More specific information will be provided to the field (through Postal Bulletins) all regular windows for 60 days following the first day of issue and at philatelic windows approximately six months after first day of issue.

et of 20 uary

rcy Lavon Julian format: Pane of 50 sue Date: January





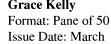
World University Games Format: Pane of 50 Issue Date: February



**Oklahoma!** Format: Pane of 40 Issue Date: March



**Grace Kelly** Format: Pane of 50 Issue Date: March

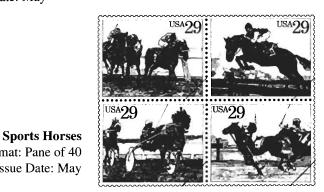


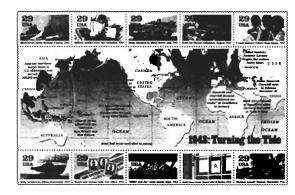




**Garden Flowers** Format: Booklet of 20 Issue Date: May

Format: Pane of 40 Issue Date: May





World War II - 1943 Format: Miniature Sheet of 10 Issue Date: May (Categorized as a stamp product – AIC092)



western oklet of 20 September



Youth Classics Format: Pane of 20 Issue Date: October



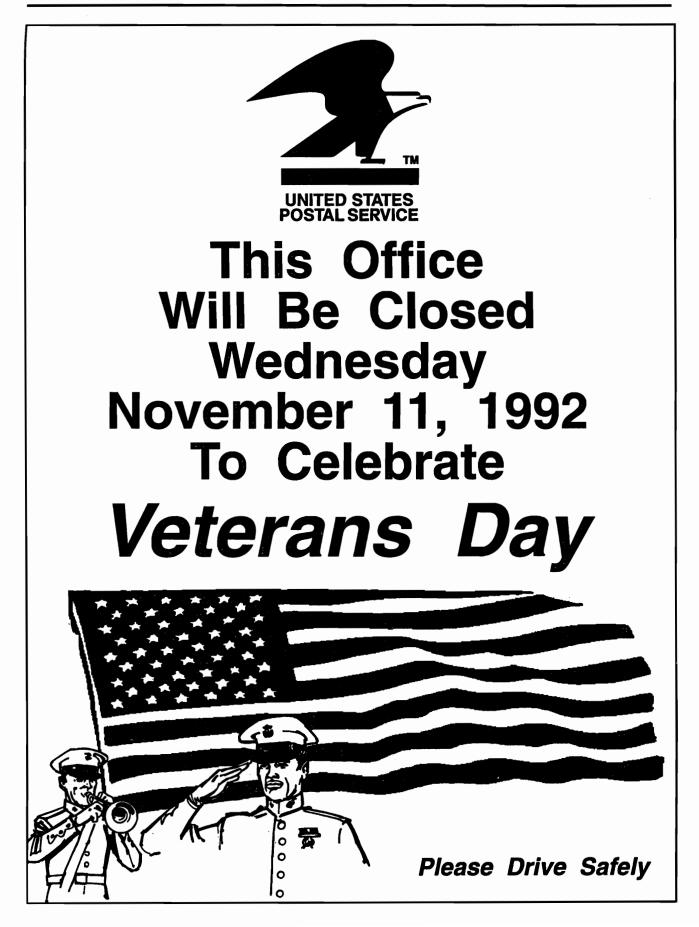
**Christmas Traditional** Format: Pane of 50 Issue Date: October (No booklet being produced)



**Christmas Contemporary** Format: Pane of 50, Pressure-sensitive Booklet of 12 and Booklet of 20 Issue Date: October



Northern Mariana Islands Format: Pane of 20 Issue Date: November





# STATEMENT OF SUPPORT FOR THE GUARD AND RESERVE

We recognize the National Guard and Reserve as essential to the strength of our nation and the well-being of our communities.

In the highest American tradition, the patriotic men and women of the Guard and Reserve serve voluntarily in an honorable and vital profession. They train to respond to their community and their country in time of need. They deserve the support of every segment of our society.

If these volunteer forces are to continue to serve our nation, increased public understanding is required of the essential role of the Guard and Reserve in preserving our national security. Their members must have the cooperation of all American employers in encouraging employee participation in Guard and Reserve training programs.

herefore, we join other employers in pledging that:

- 1. Employment will not be denied because of service in the Guard or Reserve;
- 2. Employee job and career opportunities will not be limited or reduced because of service in the Guard or Reserve;
- 3. Employees will be granted leaves of absence for military training in the Guard or Reserve, consistent with existing laws, without sacrifice of vacation; and
- 4. This agreement and its resultant policies will be made known throughout our organization.

Fillin Q. Double Employer Chairman National Committee for Employer Support of the Quard and Reserve July 29, 1992

Secretary of Defense



Date

### INTERNATIONAL CUSTOMIZED MAIL

On September 16, 1992, the Postal Service entered into an International Customized Mail service agreement with a qualifying mailer. In accordance with *International Mail Manual* (IMM) 290.4, the Postal Service hereby makes public the following information about that service agreement:

Term. September 16, 1992, through August 31, 1993.

Type of Mail. Postal parcels; all parcels comply with the size and weight limits specified in IMM 273.

Destination Countries. With some minor exceptions, all foreign countries to which the Postal Service provides mail service.

Services Provided by the Postal Service. The Postal Service has agreed (1) to furnish the mailer with the required, international mail equipment; (2) to train the mailer's mail-preparation personnel to comply with the requirements, for international postal parcels; (3) to verify the mailer's parcels at the mailer's plant; and (4) to contract with air and surface carriers, as appropriate, for the mailer's parcels to be transported to the destination countries for delivery by foreign postal administrations.

Minimum Volume Commitments. The mailer has agreed to use the Postal Service for all of its international postal parcel mailings while the service agreement is in effect, except that the mailer is not obligated to use the Postal Service for its postal parcel mailings to Canada, Mexico, Great Britain, Germany, Australia, and New Zealand sent on or before November 30, 1992.

Worksharing. The mailer has agreed (1) to sort and to sack its parcels to the individual destination country; (2) to sort and to sack its parcels to Canada according to specified Canadian Postal Code separations; (3) to mark its parcels sent at air rates with the endorsement Airmail Par Avion; (4) to palletize its parcels as instructed by the Postal Service; (5) to have its parcels to all countries except Japan appear on a computerized manifest generated under a Postal Service-approved Manifest Mailing System that includes, for each destination country, a summary of the number of parcels of each different weight and the total weight of parcels in that mailing; (6) to have its parcels to Japan appear on a manifest that specifies the total weight of parcels in that mailing being sent to Japan; (7) to tender its parcels to the Postal Service at designated Postal Service surface exchange offices, or at other designated Postal Service or air carrier facilities, as appropriate.

Parcels Sent on or Before November 30, 1992

Country or Rate Group <sup>1</sup>	Air Rate <sup>2</sup>	Local Tender Surface Rate <sup>3</sup>	Exchange Office Surface Rate 4	
1	\$2.00/lb	\$1.79/lb	\$1.59/lb.	
2	\$5.50/lb	\$2.26/lb	\$2.06/lb.	
3	\$6.25/lb	\$2.70/lb	\$2.50/lb.	
4	\$5.25/lb	\$2.21/lb	\$2.01/lb.	
5	\$4.75/lb	\$2.49/lb	\$2.29/lb.	
Canada	NA <sup>5</sup>	NA	NA	
Mexico	NA	NA	NA	
Great Britain	NA	NA	NA	
Germany	NA	NA	NA	
	NA	NA	NA	
	NA		NA	

#### Parcels Sent on or After December 1, 1992

Country or Rate Group			Exchange Office Surface Rate	
1	\$2.00/lb	Published <sup>6</sup>	<b>\$</b> 1.59/lb.	
2	\$5.50/lb	Published	\$2.06/lb.	
3	\$6.25/lb	Published	\$2.50/lb.	
4	\$5.25/lb	Published	\$2.01/lb.	
5	\$4.75/lb	Published	\$2.29/lb.	
Canada	NA	Published	NA	
Mexico	NA	Published	NA	
Great Britain	NA	Published	\$2.00/lb.	
Germany	NA	Published	\$2.00/lb.	
Australia		Published	\$2.00/lb.	
New Zealand	NA	Published	\$2.00/lb.	

<sup>1</sup> See Destination Country Rate Group Table below.

<sup>2</sup> For parcels sent as air parcels and tendered to the Postal Service at its local airport mail facility or at the appropriate air carrier facilities.

<sup>a</sup> For parcels tendered to the Postal Service at its local bulk mail facility.
<sup>a</sup> For parcels tendered to the Postal Service at its surface exchange

<sup>6</sup> This type of service is not available.

<sup>6</sup> This service is available at the surface parcel post rate in effect at the time the mailer tenders its parcels to the Postal Service, as shown in the IMM's Individual Country Listings.

These rates are based on the mailer's tendering its parcels to the Postal Service at particular facilities according to an agreed-upon distribution scheme. The mailer has agreed that in the event that the total weight of parcels that it tenders at local tender surface rates on or before November 30, 1992, is more than 25 percent of the total weight of all parcels that it tenders on or before November 30, 1992, the mailer will pay the Postal Service liquidated damages in an amount equal to 20 cents per pound for each pound over the 25percent maximum.

-International Business Dept., 10-15-92

# Pile sacks evenly to avoid damage and to conserve space

### POSTAL BULLETIN

# DESTINATION COUNTRY RATE GROUP TABLE

GROUP 1				
ANGUILLA	BERMUDA	EL SALVADOR	JAMAICA	ST CHRISTOPHER & NEVIS
ANTIGUA & BARB	<b>BRITISH VIRGIN IS</b>	GRENADA	MARTINIQUE	ST LUCIA
ARUBA	CAYMAN IS	GUADELOUPE	MONTSERRAT	ST VINCENT & GRENADINES
BAHAMAS	COSTA RICA	GUATEMALA	NETHERLANDS ANT	TRINIDAD & TOBAGO
BARBADOS	DOMINICA	HAITI	NICARAGUA	TURKS & CAICOS IS
BELIZE	DOMINICAN REP	HONDURAS	PANAMA	

# GROUP 2

FIJI	KOREA, REP	PAKISTAN	SYRIA
FRENCH POLY	KUWAIT	PAPUA NEW GUINEA	TAIWAN
GREENLAND	LATVIA	PHILIPPINES	THAILAND
HONG KONG	LEBANON	PITCAIRN IS	TONGA
INDIA	LITHUANIA	QATAR	TURKEY
INDONESIA	MACAO	RUSSIA	TUVALU
IRAN	MALAYSIA	SABA	UNITED ARAB EMIRATES
ISRAEL	MALDIVES	SAUDI ARABIA	VANUATU
JAPAN	MYANMAR (BURMA)	SINGAPORE	WESTERN SAMOA
JORDAN	NAURU	SOLOMON IS	YEMEN
KAMPUCHEA	NEPAL	SRI LANKA	
KIRIBATI	NEW CALEDONIA	ST EUSTATIUS	
KOREA, DEM REP	OMAN	ST MAARTEN	
	FIJI FRENCH POLY GREENLAND HONG KONG INDIA INDONESIA IRAN ISRAEL JAPAN JORDAN KAMPUCHEA KIRIBATI	FIJIKOREA, REPFRENCH POLYKUWAITGREENLANDLATVIAHONG KONGLEBANONINDIALITHUANIAINDONESIAMACAOIRANMALAYSIAISRAELMALDIVESJAPANMYANMAR (BURMA)JORDANNAURUKAMPUCHEANEPALKIRIBATINEW CALEDONIA	FIJIKOREA, REPPAKISTANFRENCH POLYKUWAITPAPUA NEW GUINEAGREENLANDLATVIAPHILIPPINESHONG KONGLEBANONPITCAIRN ISINDIALITHUANIAQATARINDONESIAMACAORUSSIAIRANMALAYSIASABAISRAELMALDIVESSAUDI ARABIAJAPANMYANMAR (BURMA)SINGAPOREJORDANNAURUSOLOMON ISKAMPUCHEANEPALSRI LANKAKIRIBATINEW CALEDONIAST EUSTATIUS

# GROUP 3

ALGERIA	CONGO	KENYA	NAMIBIA	ST HELENA
ANGOLA	COTE D'IVOIRE	LESOTHO	NIGER	SUDAN
BENIN	DJIBOUTI	LIBERIA	NIGERIA	SWAZILAND
BOTSWANA	EGYPT	LIBYA	REUNION	TANZANIA
BURKINA	EQUIT GUINEA	MADAGASCAR	RWANDA	TOGO
BURUNDI	ETHIOPIA	MALAWI	SAO TOME & PRINC	TRISTAN DA CUNHA
CAMEROON	GABON	MALI	SENEGAL	TUNISIA
CAPE VERDE	GAMBIA	MAURITANIA	SEYCHELLES	UGANDA
CENT AFRICAN REP	GHANA	MAURITIUS	SIERRA LEONE	ZAIRE
CHAD	GUINEA	MOROCCO	SOMALIA	ZAMBIA
COMOROS	GUINEA-BISSAU	MOZAMBIQUE	SOUTH AFRICA	ZIMBABWE

GROUP 4		_			
ALBANIA	DENMARK	HUNGARY	MONACO	SPAIN	
ANDORRA	FAROE IS	ICELAND	NETHERLANDS	SWEDEN	
AUSTRALIA	FINLAND	IRELAND	NEW ZEALAND	SWITZERLAND	
AZORES	FRANCE	ITALY	NORWAY	VATICAN CITY	
BELGIUM	GERMANY	LIECHTENSTEIN	POLAND	YUGOSLAVIA	
BULGARIA	GIBRALTAR	LUXEMBOURG	PORTUGAL		
CANARY IS	<b>GREAT BRITAIN</b>	MADEIRA IS	ROMANIA		
CZECHOSLOVAKIA	GREECE	MALTA	SAN MARINO		

GROUF	5				
ARGENTINA	CHILE	FRENCH GUIANA	PERU	VENEZUELA	
BOLIVIA	COLOMBIA	GUYANA	SURINAME		
BRAZIL	ECUADOR	PARAGUAY	URUGUAY		

UNITED STATES POSTAL SERVICE	Customer Address Data Base Modification	* Origin ZIP Code ** Action Code
1.		
2		
3		
4. 📋 📋 📋		
5. 🔡 🕴 👘		
6		

#### Instructions

- \* You must always fill in the ORIGIN ZIP CODE field. The plus four (+4) of the origin ZIP Code is optional, and is used for more specific addresses. Match the origin ZIP Code from Form 1578-B, *Requisition for Facing Slips or Labels*, with this origin ZIP Code to determine the shipping address for the order.
- \*\* The ACTION CODE is always the letter "D", "N", or "U".
  - D To delete a currently used origin ZIP Code and its shipping address.
  - N To add a NEW (not currently used) origin ZIP Code and its shipping address.
  - U To UPDATE (change) the shipping address for a currently used origin ZIP Code.

For NEW or UPDATE requests: lines 1 and 2 may be modified to ship labels directly to a mailer. There are two options:

- <u>POSTAL LABELS</u>: Leave data lines 1 and 2 blank and the Label Printing Center computer system will default to US POSTAL SERVICE on line 1 and ATTN LABEL CLERK on line 2. Shipping address information must appear on lines 3 - 6. Do not skip lines.
- 2. <u>MAILER LABELS</u>: Enter mailer name information on line 1. Additional address information must appear on lines 2 6. Do not skip lines.

Use as many lines as necessary and limit each line to the number of blocks provided. DO NOT USE PUNCTUATION ON ANY OF THE SIX DATA LINES.

The shipping address labels for the origin ZIP Code specified will be printed exactly as shown on this completed form.

The last shipping line (City, State, and ZIP Code) may contain a 9-digit ZIP Code.

PS Form 8131, October 1992

# **MISSING U.S. MONEY ORDER FORMS--DO NOT CASH**

To be posted and used by retail window employees. As directed, destroy previous notices. Any interim notices should be destroyed when the numbers listed appear in the *Postal Bulletin*. The actual serial numbers consist of the first 10 digits on the money orders.

302 000 0000	to	398 149 7200	to	7699	420 758 9500	to	9699	452 855 6471	to	6499
000 0000	302 123 9999		to	0899	420 969 3951	to	3971	452 890 4679	to	4699
360 011 1690			to	7199	420 969 3973		3999	452 900 8215		8238
						to			to	
369 345 0188			to	5099	421 116 3565	to	3599	453 117 9146	to	9199
369 674 8141	to 8199		to	9999	421 130 9300	to	9399	453 334 3631	to	3699
369 718 3783	to 3799		to	7799	421 313 4500	to	4999	453 603 7841	to	7891
370 193 8257	to 8299	399 792 8300	to	8399	421 364 5537	to	5599	453 650 1140	to	1199
375 637 9365	to 9999	399 396 8935	to	8999	421 656 2609	to	2699	454 013 2919	to	2999
375 744 7930	to 7999	400 427 1051	to	1999	421 988 9700	to	9799	454 186 2411	to	2499
375 829 3400	to 3499		05	1549	422 172 4667	to	4699	454 268 4883	to	4899
375 851 9100	to 9199		to	1599	422 484 4212	to	4299	454 302 5400	to	5499
376 850 0813	to 0899		to	2799	422 556 1270	to	1299	454 490 8300	to	8399
										7499
376 855 6764	to 6999		to	9599	422 587 7024	to	7099	454 547 7434	to	
376 903 0721	to 0738		to	5399	422 819 7533	to	7599	454 922 4867	to	4895
376 906 3206	to 3299		to	7899	422 842 5073	to	5087	455 221 1348	to	1499
377 113 7461	to 7499	403 125 6744	to	6799	424 500 6050	to	6099	455 364 2147	to	2199
377 224 2300	to 2599	403 260 7000	to	7499	424 641 8500	to	8599	455 399 5400	to	5499
377 955 4285	to 4399	403 280 6470	to	6499	424 871 6600	to	6699	455 476 0676	to	0699
378 029 9347	to 9399	403 685 8600	to	8699	425 298 2352	to	2399	455 543 0618	to	0699
378 085 3679	to 3699		to	0399	425 418 4269	to	4299	456 135 3200	to	3399
378 210 9090	to 9099		ot	8899	425 418 4405	to	4499	456 410 9006	to	9099
			to	4299	427 412 6337		6499			4499
378 351 1063	to 1099					to		456 619 4460	to	
378 630 9489	to 9599		to	5399	427 481 0900	to	0999	457 333 2686	to	2699
379 128 9584	to 9599		to	5599	428 027 2742	to	2752	457 729 1767	to	1777
379 509 2600	to 2699	404 726 4500	to	4599	429 474 4172	to	4199	457 937 8616	to	8699
379 679 8060	to 8099	404 961 5001	to	5199	429 889 2900	to	2999	458 028 9810	to	989 <del>9</del>
379 843 5100	to 5199	405 325 0188	to	0198	430 150 4401	to	4599	458 057 2712	to	2999
380 093 9600	to 9611	406 009 4587	to	4599	430 172 9800	to	9899	458 337 5222	to	5299
380 165 1165	to 1199		to	6899	430 177 1900	to	1999	458 354 7654	to	7999
380 489 6800	to 6899	406 459 6497	to	6499	430 177 2000	to	2099	458 671 8678	to	8699
380 572 1840	to 1899		to	3999	430 444 9500	to	9699	458 671 8721	to	8798
381 077 3600	to 3699		to	1599	430 664 4069	to	4099	459 274 7624	to	7699
381 325 4500	to 4599	407 594 0412	to	0599	432 168 8419	to	8499	459 365 5432	to	5499
381 540 9900	to 9999	407 692 9100	to	9299	432 708 6800	to	6999	459 378 5764	to	5799
381 604 2510	to 2699	408 265 2275	to	2288	432 744 1544	to	1599	459 472 4816	to	4899
381 645 9525	to 9599	408 499 7700	to	7799	432 995 9775	to	9799	459 472 4900	to	4999
381 924 0748	to 0799	408 499 7900	to	7999	433 003 5800	to	5899	460 550 1909	to	1999
383 156 6968	to 6999		to	8599	433 757 3047	to	3099	460 997 5234	to	5299
383 156 7128	to 7199		to	7099	433 765 4003	to	4099	461 973 6443	to	6499
383 156 7300	to 7999		to	3999	434 482 7060	to	7199	462 152 0107	to	0299
383 299 2081	to 2099		to	2399	434 513 2386	to	2399	467 274 1072	to	1099
383 314 3968	to 3999		to	8599	434 968 3076	to	3092	462 277 8373	to	8399
383 892 1000	to 1344		to	159 <del>9</del>	435 303 1831	to	1842	463 176 4108	to	4115
383 892 1382	to 1399	410 795 7927	to	7999	435 303 1986	to	1999	463 176 4206	to	4229
385 568 2330	to 2399	410 867 0917	to	0966	435 666 6092	to	6399	463 185 2600	to	2799
385 599 7554	to 7575	410 867 0970	to	0999	436 082 6400	to	6899	463 227 7711	to	7799
385 774 2024	to 2099	411 868 1023	to	1199	436 160 6441	to	6499	464 629 9000	to	9399
387 314 5574	to 5599		to	2399	437 316 7115	to	7199	464 711 4332	to	4399
389 696 2400	to 2799		to	0999	437 427 0500	to	3499	465 692 3963	to	3999
					439 310 0458					
389 846 3104	to 3135		to	8699		to	0499	465 698 8300	to	8599
389 846 3145	to 3195		to	6599	440 698 1947	to	1999	465 743 7745	to	7799
389 887 9211	to 9230		to	6699	440 858 6300	to	6399	467 147 4300	to	4399
389 887 9234	to 9299		to	5999	440 858 6420	to	6499	468 079 5782	to	5799
<u>390 001 3182</u>	to <u>3199</u>		to	3674	440 858 6500	to	7299	469 127 8000	to	8199
390 001 3500	to 3699	414 193 3677	to	3699	441 199 1655	to	1699	470 583 4165	to	4199
390 545 5974	to 5999	414 411 7348	to	7399	443 127 3648	to	3699	470 755 5800	to	5818
391 104 6146	to 6199		to	0799	443 127 4000	to	4099	473 952 3429	to	3499
391 783 3020	to 3599		to	1799	443 673 7900	to	7999	500 064 1858	to	1869
391 792 6100			to	8868	443 800 9335	to	3999	700 065 2570	to	2599
392 668 2956	to 2999		to	8199	444 382 8822	to	8899	700 065 4800	to	4899
392 854 8500	to 8899		to	6599	444 457 3854	to	3899	700 190 3350	to	3359
393 584 7566	to 7699		to	6999	<u>450 048 4173</u>	to	<u>4199</u>	700 228 6048	to	6099
393 650 0074	to 0099	417 871 9250	to	9299	450 048 4442	to	4699	802 678 2605	to	2699
393 838 8316	to 8499	417 930 9533	to	9599	450 560 5173	to	5199	803 605 2840	to	2899
393 893 6007	to 6099		to	6799	450 620 3077	to	3099	803 605 6300	to	6499
394 126 6907	to 6999		to	9899	450 620 3135	to	3199	805 323 5006	to	5024
394 189 0405			to	5999	450 780 2716		2799	805 466 7255	to	7299
						to				
394 822 3243	to 3278		to	8599	451 109 2967	to	2984	806 015 3885	to	3899
394 990 1810	to 1899		to	2299	451 115 4110	to	4125	806 087 1100	to	1499
395 343 3264	to 3299		to	2899	451 115 4127	to	4199	806 268 9275	to	9299
395 373 3035	to 3099		to	0299	452 265 0074	to	0099	806 534 3400	to	3477
395 396 9649	to 9799	419 730 0313	to	0369	452 265 0246	to	0299	807 342 3283	to	3399
395 970 3240	to 3299	419 730 0380	to	0399	452 265 0335	to	0399	870 054 4814	to	4899
397 622 4054	to 4099		to	0798	452 265 0400	to	0999	990 117 5600	to	5999
397 819 8902	to 8999		to	4199	452 509 1169	to	1199		-	
30. 0.0 000E										

Check for altered dollar amounts by holding money orders to the light.

# MISSING CANADIAN MONEY ORDER FORMS--DO NOT CASH

To be posted and used by retail window employees. As directed, destroy previous notices. Any interim notices should be destroyed when the numbers listed appear in the *Postal Bulletin*. The new money order serial numbers consist of the first nine digits. The 10th digit is a check digit only. In addition to this listing, do not cash: (1) all card type orders, and (2) new style money orders 000.000.001 to 600.000.000. Advise holders to send invalid money orders to Canada Post Corporation. Ottawa, Canada K1A OB1.

575,913,145	to	614,442,385	to 2,400	628,390,001 to 0,300	644,858,601	to 8,800
	3,200	614,487,801	to 7,900	628,455,689 to 6,200	644,932,601	to 3,100
579,877,101	to 7,200	614,608,143	to 8,152	628,600,766 to	644,941,801	to 2,100
580,207,301	to 7,770	615,753,401	to 3,600	601,000		to 1,100
589,005,217	to 5,300	616,042,700	to 3,300	629,893,459 to 3,500		
589.876.801	to 6,900	616,192,014	to 2,100	<u>630,199,031</u> to 9,100		to 1.300
590,230,567	to 0,600	616.320.501	to 1,200	630,233,957 to 4,300		to 0,700
594,724,301	to 4,900	616,339,601	to 9,700	630,252,101 to 2,200	645,605,886	to 5,900
594.768,672	to 8,700	617.008,801	to	630,301,208 to 1,300	645,634,441	to 4,600
594,952,701	to 3.400		009,000	630,331,801 to	645.634.444	to 0.465
596,073,100	to 3,500	617,127,319	to 8,100	332,100	646,262,901	to 3,200
596,308,901	to 9,100	617,461,706	to 1,800	630,334,070 to 4,600	646,264,363	to 4,400
597.044.346	to 4,400	617,478,723	to 8,800	630.342,552 to 2.600		to 0,085
597,253,460	to 3,500	617,582,829	to 2,900	630,642,629 to 2,700	646.321.801	to 2,000
	to	617,739,158	to 9,200	630,904,718 to 4,900		to 2,800
598,659,921						
	660,100	618,333,401	to 4 100	630,995,315 to 5,400		to 6,100
599,664,001	to 5,700	618,625,824	to 5,900	631.381.731 to 1.800	646.509.616	to 9.700
600,349,301	to 9,400	619,215,945	to 6.000	631,817,556 to 7.600	646.875.648	to 5.700
600,439,001	to 9,100	619,225,550	to 5,600	632,448,956 to 9,300	646.876.001	to 6,200
600,493,650	to 3,700	619,226,975	to 6,999	632,939,648 to 9,800	646.899,702	to 9,713
600,526,018	to 6,400	619,326.641	to 7,000	633,135,035 to 5,300	646,938,901	to 9,100
601,042,674	to 2,700	619,357,588	to 7,600	633,175,518 to 5,600	646,993,871	to 3,930
601,652,701	to 3,300	619,580,012	to 0,100	633,537,840 to 7,900	647,061,150	to 1,200
602,528,606	to 9,000	619,765.826	to	634,141,201 to 1.500	647,291,842	to 2.000
603,708,901	to 9,200	0101.001.020	766,400	634.328.501 to 8,600	647,993,501	to 3,700
603,780,401	to 0,500	619,906,171	to 6,200	634.839.201 to 9.300		to 4,000
603,780,701		620,104,808			648,020,140	
			$\frac{to}{10}$ $\frac{4,900}{0,700}$			
603,780,942	to 1.000	620,256,601	to 6,700	635.296.451 to 6,500	648.056.401	to 6,600
604,020,801	to 0,900	620,514,863	to 4,900	635.298,587 to 8,600	648.117.901	to 8,200
604,083,174	to 3,700	620,521,444	to 1,500	635,312,907 to	648,171,861	to 1,900
604.122.517	to 2,900	620,711,701	to 1,800	313,000	648,213,372	to 3,500
604,181,801	to 2,100	620,894,501	to 4,600	635.376,834 to 6.900	648,484,665	to 4,700
604,799,901	to	620,969,476	to 9,500	635,468,101 to 8,200	648,578,708	to 8,799
	800,800	621.180,332	to 0,400	635,681,001 to 1,100	648,683,301	to 3,400
605.367,722	to 8,200	621,182,939	to 3,400	635,699,601 to	649,376,401	to 6,600
605,721,494	to	621,715,301	to 5,400	700,600	649,730,009	to 0,100
	1,500	622,032.701	to 2,800	636,000,201 to 0,300	650,621,501	to 1,700
606,915,240	to 5,300	622,032,901	to 3,000	636,012,675 to 2,700	650,678,503	to 8,580
607,183,001	to 3,300	622,659,101	to 9,200	636.030,135 to 0,200	650,707,956	to 7,980
607,273,964		623,363,613			651,854,961	to 5,010
607,586,501	to 6,600	623,447.801	to 7.900	636,863,001 to 3,100	651.897.101	to 7,240
607.591,119	to 1,200	624,023,279	to 3,400	636.931,725 to 1,800	651,948,119	to 8.130
607,673,301	to 4,500	624,173.970	to 4.000	637,043,605 to 3,700	651,948,703	to 8,750
607.842,343	to 2,500	624,512,201	to 3,000	637,789,301 to 9,400	651,974,610	to 4,620
607,930,501	to 1,000	624,555.001	to	637,860,101 to 0,200	652,121,238	to 1,248
608.011.756	to 1,200		556,100	639,522,101 to 2,400	653,151,811	to 1,830
608,288,084	to 8,100	625,060,673	to 0,700	639,857,736 to 7,900	653,317,761	to 7,800
608,678,701	to 9,100	625,196,431	to 6,500	640,272,919 to 3,200	653.506.601	to 7,000
608,722,023	to 2,200	625,206,601	to 6,900	640,281,501 to 1,600	653,620,693	to 0,700
609,084,101	to 5,100	625,553,170	to 3,200	640,666,076 to 6,200	653,789,801	to
609,394,901	to 5,000	625,706,401	to 6,500	641.011,901 to 2,600	00011 00100 1	790,100
610,368,452	to 8,465	625,932,001	to 2,100	641,121,411 to 1,500	653,822,586	
611,216,001						
	to 7,100	625,945,101	to 5,400	641.196.269 to 6.300	654,345,814	to 5,900
611.338,466	to 8,700	625.966.101	to 6,200	641,309,609 to 9,658	654,563,101	to 3,300
611.345.254	to 5,300	626,035,401	to 5,500	641.574,196 to 4.650	654,568,825	to 8,900
611.387,101	to 7,200	626,174,177	to 4,200	641.583,509 to 3.600	655,365,961	to 6,030
611,874,375	to 4,400	626,305,019	to 5,100	641.962.607 to 2.630	655,387.856	to 7,870
611,891,801	to 2,400	626,567,516	to 7,528	642,415,969 to 6,000	658.539.001	to 9,300
611,930,472	to 0,500	626.613,101	to 3,300	642,983,001 to 3,100	568.853,204	to 3,700
612,182,901	to 3.700	626.871,601	to 2,500	643.022,701 to 2,900	659,900,808	to 0.901
612,185,601	to 6,100	627.079.501	to 9,900	643,201,801 to 2.000	660.596,601	to 6,700
612,472,501	to 3,100	627.097.438	10 7,500	643,243,401 to 3,500	661,165,221	to 5.250
612,512,359	to 2,700	627,171,001	to 1,400	643,452,130 to 2,200	661,183,221	to 3,260
613,359,706	to 9.732	627,974.001	to 4,300	643.726,901 to 7,500	661,562,501	to 3,000
613,364,701		628,196,859	to 4,300		001,002,001	10 3,000
	to 5,100	020,190,009	197,100	643,736,201 to 6,400		
613,856,401	to 6,600		197,100	644.475.893 to 6.300		

Check for altered dollar amounts by holding money orders to the light.



# ATENTION! IT IS AGAINST THE LAW TO DUPLICATE AND DISTRIBUTE UNAUTHORIZED COPIES OF SOFTWARE.

#### INVALID EXPRESS MAIL CORPORATE ACCOUNT NUMBERS

To be posted and used by retail/acceptance clerks. This listing supersedes all previous notices, which must be destroyed. Retail/acceptance clerks must not accept Express Mail shipments bearing any of the invalid numbers (listed below) in the "customer number" or "agreement number" section of the label or form. Note: The first 6 digits of a 9-digit Custom Designed Service and Next Day Pickup Service Agreement make up the

Corporate Account Number.

- 1												
005051	020109	026297	038162	064883	069700	080215	095491	106342	113759	118058	132155	180055
005107	020121	026306	038196	064898	069755	080513	095535	106378	113763	118106	132176	180080
005255	020213	026313	038227	064905	069906	080522	095541	106386	113764	118124	135109	180087
006189	020259	026331	038270	064908	070133	080626	095547	106389	113811	118160	135113	185035
007713	020290	026385	038300	064945	070232	080700	$095564 \\ 095610$	106391	113812	118174	135116	185040
$008104 \\ 008164$	$020355 \\ 021031$	$026394 \\ 027442$	$040052 \\ 041002$	$064975 \\ 064984$	$070267 \\ 070284$	$085026 \\ 085028$	095645	$107035 \\ 107100$	$113848 \\ 113875$	118220	135127	187071
008104	021031	027442	041002	065004	070284	085109	095755	107165	113875	$118239 \\ 118411$	$135157 \\ 135159$	191032
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