POSTAL BULLETIN

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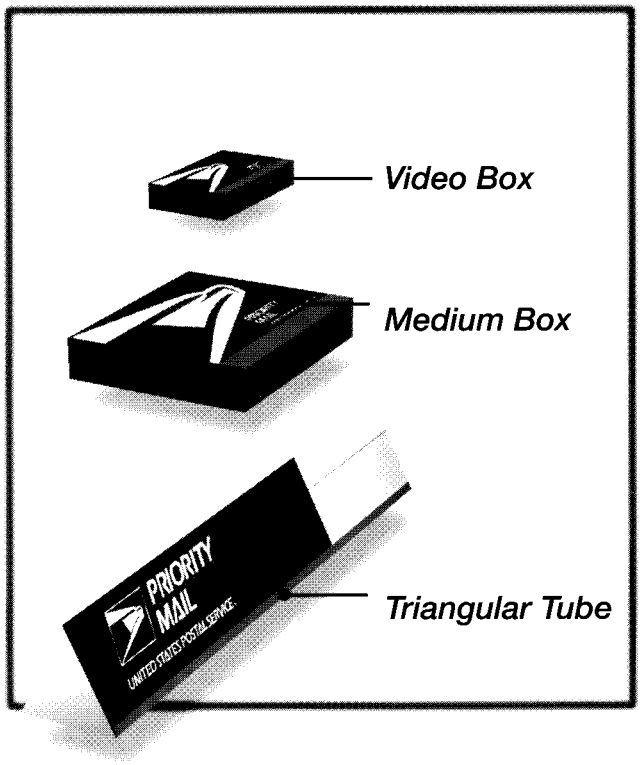
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Post Office Changes Number 8 69

Latest Quarterly Index:
PB 21917, 4-11-96

1995 Annual Index:
PB 21912, 2-1-96

UNITED STATES POSTAL SERVICE®



Suggested Uses

- Videotape in its case
- Small photo album

- Ream of paper
- Notebook binder
- T-shirts, dress shirts, blouses, etc.

- Blueprints
- Posters

New Priority Mail Packaging Products

Currently, there are three standard Priority Mail packaging products:

- Flat Rate Cardboard Envelope (9″x12″)
- Tyvek® Envelope (12″x15.5″)
- Cardboard Box (12.5″x15.5″x3″)

In response to customer demand, the Postal Service has developed three new package sizes. These products, which are described below, will be available to customers beginning June 17, 1996, in addition to the standard boxes described above.

The new products are:

- Video Box (8.5″x5″x1.5″)
  PSIN 01096 - PSN 8115-03-000-7007
- Medium Box (11.5″x2.5″x14″)
  PSIN 01097 - PSN 8115-03-000-7008
- Triangular Tube (38″x6″)
  PSIN 01098 - PSN 8115-03-000-7009

The new tube will replace the current Express Mail tube (which is two inches shorter-PSIN 01094) as current supplies are exhausted, and will then be used for both Express Mail and Priority Mail.

On May 27, samples of the new packaging products will be sent to Postal Business Center managers, national account managers, senior account representatives and account representatives. A standup talk and other communications materials are available from area corporate relations centers.

These new products are not available from the MDCs but can be ordered by calling 1-800-222-1811. Fax orders can be made by calling 1-800-270-6233. Mail orders should be sent to:

EXPRESS AND PRIORITY MAIL SUPPLY CTR
UNITED STATES POSTAL SERVICE
PO BOX 95001
INDIANAPOLIS IN 46209-9141

The minimum quantities that can be ordered by phone, fax or mail are:

- Video Box—50
- Medium Box—25
- Triangular Tube—20

Customers can pick up the Medium Box and the Triangular Tube in postal lobbies. The Video Box will be available only through the Express and Priority Mail Supply Center. There is no charge for these new packages.

— Sales, 5-23-96


A GUIDE TO PLANNING YOUR
25TH ANNIVERSARY CELEBRATION
25th Anniversary
UNITED STATES POSTAL SERVICE
1971 JULY 1 1996

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As the U.S. Postal Service approaches its 25th anniversary on July 1, 1996, there are many opportunities to enhance the stature of the Postal Service while building spirit and pride among its 753,000-member family.

The Postal Reorganization Act of 1970 was signed into law in August 1970 by President Richard Nixon, and became effective July 1, 1971. The creation of the U.S. Postal Service marked a milestone in the nation's postal system, a departure from the political bureaucracy of the past. It became an independent establishment of the government, dedicated to providing efficient and effective service to the American public.

The 25th anniversary of the Postal Reorganization Act of 1970 will be marked by a series of events at post offices throughout the country designed to enhance public awareness of the Postal Service and reaffirm its association with people in small and large towns across the nation. Local programs will be built around many activities.

A 25th anniversary celebration, whether it's at a post office, a postal station, or a processing distribution center, offers a way to educate the public about the highlights and history of our Postal Service culture. Opportunities should be sought to demonstrate the progress that has led to our present technology-age environment, while also recognizing those employees who have performed admirably to position the U.S. Postal Service as an effective and efficient organization.

A key element of the 25th anniversary includes the widespread hosting of celebrations on July 1, 1996, at postal facilities throughout the country. Postmasters are encouraged to develop programs that invite participation from their employees and provide recognition for their employees and families. Postmasters may wish to sponsor local activities throughout the month of June leading up to the anniversary.

To assist you with local programs for this occasion, this guide contains step-by-step instructions for planning and conducting activities. Included in the package is information geared toward large post offices and also to those smaller offices that may want to host similar events on a smaller scale.

Recognition ceremonies for employees whose careers span the past 50 years should be built into your local program. Special 50-year certificates bearing the signature of the Postmaster General will be designed for presentation to those employees having 50 years or more of actual Postal Service employment as of July 1, 1996. You will need to advise your Area Corporate Relations Center of the names of these special employees. You also are encouraged to present 25-year pins to those employees who will have achieved 25 years of service in 1996.

Externally, our 25th anniversary messages will be woven into major speaking platforms, including the progress in all areas from automation to service. The growth and development theme will be positioned through speeches, external story placements and media interviews.





The 25th anniversary event is an opportunity to enhance perceptions of the Postal Service and to continue to instill pride and commitment among our postal family.

Best wishes on your local 25th anniversary celebration.

Larry Speakes

BACKGROUND INFORMATION

25TH Anniversary of the U.S. Postal Service

July 1, 1996, is the 25th anniversary of the U.S. Postal Service, which began operations on July 1, 1971, replacing the Post Office Department.

Postal reorganization, born of the crisis created by years of neglect of the nation's postal system, has enabled the system to modernize and cope with the burgeoning growth of the nation and of mail volume in the last three decades.

It is one of the most significant events in the history of the nation's postal system, which dates to 1775, when the Continental Congress chose Benjamin Franklin as the first Postmaster General of a group of colonies in revolution against England and struggling to become a nation.

The nation's postal system is intertwined with the robust growth and expansion of the nation across the North American continent in the 19th century. Literally, it grew up with the nation. The post office was one of the public institutions that Americans depended on as western expansion moved across the continent. Despite the rise of competition and growth of new communications technologies in the past quarter century, the nation's postal system continues as one of the indispensable links for personal and business communications.

Binding Our Nation Together

Soon after the adoption of the Constitution in 1789, the office of Postmaster General was created. President George Washington named Samuel Osgood as the first Postmaster General under the Constitution. There were 75 post offices and about 2,000 miles of post roads. In addition to the PMG, there were three surveyors, a secretary/comptroller, one inspector of dead letters, and 26 post riders. When the national government moved from Philadelphia to Washington, D.C. in 1790, all the department's records, furniture and supplies fit into two wagons.

As the nation grew, the post office helped to bind it together. In isolated communities and on farms and ranches, one of the few links with the world was through mail, and newspapers delivered by mail. Post offices, along with the railroad, helped put towns on the map.

Technology was used from the first to help move the mail. Postal officials, occasionally enduring public ridicule and embarrassment, experimented with delivering mail by foot, horseback, stagecoach, on steamboats plying the great rivers, in railroads, automobiles and trucks and into the air age in the cargo holds of airplanes. There also were less successful attempts to transport mail via balloons and helicopters. The Pony Express, symbolizing one of the most romantic episodes in America's pioneer history, operated as a private enterprise and later under contract as a mail route from 1860-1861. It could deliver a letter from St. Joseph, Missouri, to Sacramento, California, in 10 days, less than half the time of the overland stagecoach. The coming of the transcontinental telegraph line sent the Pony Express galloping into history after only 19 months of operation.



USPS 25th Anniversary Celebration



Customer Needs

Until 1851, the cost of sending a single sheet letter 40 miles was either six or eight cents. When the letter traveled more than 400 miles, postage was 25 cents. Prices doubled, tripled or quadrupled with each additional sheet. The sender had to take the letter to the post office, and the addressee had to pick it up unless he or she lived in one of 40 big cities where a carrier would deliver it to the address for an extra penny or two. Letters could be sent without postage until 1855, when prepayment became compulsory. Street collection boxes began to appear in large cities in 1858, and free city delivery started in 49 of the nation's largest cities in 1863.

But country cousins had to wait until 1896 when rural free delivery (RFD) began in West Virginia. Critics fought RFD, claiming it would cost too much to deliver mail over rutted roads and through thick forests. Since a prerequisite for rural delivery was improved roads, a byproduct of the new service was the extension and improvement of existing roads. Farmers and rural residents were delighted with RFD. In Indiana, farmers in one county paid $2,600 to grade and gravel a road in order to qualify for delivery. RFD was a cultural, economic and social agent, too, drawing industrial and rural America closer together.

So from the beginning, the post office developed a strong tradition of responding to changing customer needs. As the nation grew, the postal system grew and adapted.

Tremendous increases in mail volume, the revolution in transportation and the rise in the cost of collecting, processing and delivering mail helped produce the ZIP Code. Introduced in July 1963, a five-digit code was assigned to every address in the nation. While not mandatory, the public and large mailers alike used the code. It was the bedrock upon which the mechanization, and later the automation, of mail processing was built.

It became increasingly apparent in the late 1960s that the Post Office Department was in deep trouble. Years of financial neglect, lack of capital investments and decades of political influence over operations and appointments of employees and managers caused the postal crisis. Large subsidies kept rates artificially low. Employees had limited career opportunities, many spending entire careers in the same position. A lack of modern equipment to handle growing mail volume and antiquated facilities contributed to deterioration.

Chicago Logjam

In 1966, the Chicago Post Office ground to a halt under a logjam of mail. Congressional hearings brought out the fact that the Postmaster General had almost a total lack of control over postal rates, transportation, facilities, conditions and levels of service, and employee compensation. Except for the ZIP Code, mail, for the most part, was being handled in the same way it had been handled 100 years earlier, despite skyrocketing mail volume. A brief postal strike in 1970 served to galvanize the forces necessary to address the problems, which led to the Postal Reorganization Act (PRA) of 1970, creating the Postal Service.

The law made the new U.S. Postal Service an independent establishment of the executive branch of government with the goal of a more businesslike approach to running the postal system. It followed a corporate model by

creating an 11-member Board of Governors with nine Governors appointed by the President with the advice and consent of the Senate. The board appoints the Postmaster General and together they appoint the Deputy Postmaster General, the 11th member of the board. The PRA changed the postal system in many other ways:

Finances: Gave the Postal Service the authority to operate on its own revenues; authorized the borrowing of funds from private financial markets in cooperation with the Treasury Department; required the Postal Service to break even over time; and phased down the public service subsidy, which ended in 1983.

Ratemaking: Created an independent Postal Rate Commission to recommend postal rates and classifications proposed by the Governors; gave the Governors the final decision on rates; and required that rates for each class of mail cover direct and indirect costs attributable to that class plus a proportion of USPS institutional costs.

Personnel/Labor Relations: Authorized collective bargaining between the Postal Service and employee unions on wages and working conditions; provided for consultation with management associations; protected the rights of employees to join a labor organization; provided pay comparability for postal employees with the private sector and broadened career opportunities; and prohibited political recommendations for postal appointments.

Letter Monopoly/Universal Delivery: Gave the Postal Service a limited monopoly on letter mail delivery to protect every American's right to universal service at uniform prices; directed the Postal Service to provide equal service to every citizen and to maintain small post offices that are not profitable; and provided preferred (lower) postage rates for not-for-profit organizations, local newspapers and others.

Automation and ZIP+4

In the quarter century since the passage of the Postal Reorganization Act, the Postal Service has made large capital investments to upgrade equipment, building and vehicles. Mechanization of mail processing has expanded and automation of processing has resulted in cost savings in conjunction with the ZIP+4 Code, an expanded ZIP Code that allows automated sortation to individual firms, buildings and streets. Pay and benefits of postal craft employees have achieved parity with the best-compensated private sector employees.

The Postal Service — while facing increasing competition in the communications business — remains a massive operation. It is the 12th largest corporation in the nation. In 1995, postal revenue of $54 billion was more than Coca-Cola, Xerox, McDonald's and Walt Disney combined.

Delivering more than 40 percent of the world's mail, American postal employees are the most productive in the world, handling an average of 242,918 pieces of mail per employee. The next highest nations are Japan (169,834), Australia (115,606) and Switzerland (106,020). And postage rates in the United States are among the lowest in western industrialized nations. The 32-cent price of a First-Class Mail stamp is less than half of the rate in Germany (70 cents) and Japan (79 cents), based on prevailing exchange rates in mid-October 1995.



USPS 25th Anniversary Celebration



25TH ANNIVERSARY OF THE POSTAL SERVICE

Messages

- Postal employees are the organization's most important asset. They are a committed, talented and hardworking workforce who help make the Postal Service a major player in America's communications business.
- Postal employees personify traditional, positive American values. They are dependable, trustworthy and valued citizens, taxpayers and neighbors in thousands of cities and communities across America.
- Postal employees serve their communities and those in need. They deliver a vital service to their customers six days a week that is safe, secure and reliable.
- The Postal Service is the nation's most diverse organization, creating employment opportunities for its 753,000 career employees. Its Diversity Development function promotes an environment that recognizes and capitalizes on the strengths of individual differences and uniqueness.
- The Postal Service takes a national and community role in preserving a better environment and developing preventive measures to reduce workplace violence. It has launched a leadership awareness program for managers, postmasters, supervisors and local union officials to help understand and identify situations that pose risk, and to explain the available resources and strategies.
- Postal employees volunteer their time and talent in a variety of ways to improve community life for all Americans. The work of our many "heroes and hard workers" spans an enormous range, from volunteer firefighters and emergency medical technicians to academic tutors and counselors for youth and drug rehabilitation. They donate to the United Way, collect annually for local food drives and walk for the March of Dimes. They contribute millions to the Combined Federal Campaign. They're involved in the Carrier Alert and WEE Deliver Programs — keeping a watchful eye on senior citizens, and helping elementary school students learn how to read and write. They are ordinary people doing extraordinary things to help other people.

PLANNING YOUR PROGRAM

Consider the following when planning an event to celebrate the 25th Anniversary of the Postal Service and the Postal Reorganization Act:

Event Ideas

- At your local event, stage the traditional "Happy Birthday" song and blow out candles as a photo opportunity for employee communications or the news media.
- Arrange for the highest ranking postal official attending the event to make a brief speech.
- Arrange for the mayor to issue a proclamation (see sample proclamation on page 21).
- Present certificates to employees who have 50 years or more with the Postal Service only. (Corporate Relations at Headquarters will provide these certificates.) Also present 25-year service pins to employees who have been with the Postal Service since 1971 (check with your District Human Resources Manager for distribution of pins).
- Set up a viewing area for a postal history video (video included in kit). Run the video continuously.
- Host an open house of your facility.
- In small communities, plan a photo opportunity of customers with their letter carriers. Take a Polaroid shot and hang pictures in a lobby display with the heading "25 Years of Serving You."
- Use retired postal employees as official greeters, circulating in the lobby to say "Thanks for coming," and handing out giveaways related to the 25th anniversary.
- Prepare a local history of the Postal Service in your community. Show progress over the past 25 years. Provide as a handout at the event and also send to local media in your news release.
- Choose four or five local employees who are active in the community. Position them with this theme: "We do more than deliver your mail."
- Place an ad in the local newspaper or on television featuring your post office open house, reception, lobby display, daily programs, etc.
- Re-run the "Postal Notes" ad in the local newspaper. Make a lobby display of the series of Postal Notes ads. (A "Postal Notes" ad will run in major newspapers across the country the week of June 24.)





Think 25!

Beginning June 7 start a 25-day countdown of events. (*Activities listed below are in no particular order.*) The day's activity can be publicized in advance or displayed on a poster in the lobby showing the events planned.

- Sponsor an essay or poster contest for local school children. Give a prize to the winners. Children could design a stamp.
- Magic "25" Day. Give stamp pins to customers showing proof of age 25, married for 25 years or who have a number "25" in mailing address, etc.
- The first 25 customers on a given day receive a free stamp.
- Open the office 25 minutes earlier or close the office 25 minutes later.
- Present awards to employees with 25-year perfect safety records.
- Ribbon/Button Day. Employees wear ribbons/buttons depicting "We deliver 25 years for you," etc.
- Present awards to employees with 2,500 accumulated sick leave hours.
- Recognize local agencies, e.g., the fire and police departments and the Red Cross, for their support of the Postal Service.
- Host Customer Appreciation Day (perhaps June 25). Refreshments should be available to customers.
- Carrier/Clerk Awareness Day. Designated carriers/clerks greet customers in the lobby for 25 minutes each.
- Box Customer Day. Show appreciation to customers who have had a post office box for 25 years.
- June 14, Flag Day. Buy small flags for posting on letter carrier vehicles. Involve school children/scout organizations in a flag-raising ceremony.
- Retiree Day. Honor past postmasters and other retired employees living in your community.
- Badge Day. Window clerks wear a ribbon: "Ask me about July 1!"
- Disabilities Recognition Day. Recognize employees/customers with disabilities as outstanding citizens of the community (e.g., Special Olympic winners, volunteerism honorees).
- Meet the Postmaster Day. Postmaster spends one day in the lobby, greeting people. Involve a local school in selecting a student to be "postmaster for the day." Serve refreshments.
- Dog Bite Awareness Week. This national campaign will be in June. Educate the public on dog bite prevention. Have letter carriers visit schools to talk to children.
- Trivia Contest. Educate the community about the Postal Service. Offer a trivia question about the Postal Service on each of the 25 days. Draw a name each day from the participants with the correct answer. On the final day of the contest draw a name from the 25 daily winners for a prize to go to the overall winner.
- Make the offer: "Buy 25 stamps, get one free."

- Small Business Day. June is "Small Business Month." Have Postal Business Centers host open houses or display Postal Service publications in lobbies. Invite local businesspersons to meet the postmaster.
- Silver Anniversary Day. Decorate the post office lobby in silver colors.

These are just a few examples of what you can do to prepare for the 25th Anniversary celebration. You can probably think of a hundred more ideas to help celebrate the anniversary. Have fun!

JULY 1, 1996 — Anniversary Day

Every post office in the country is encouraged to plan an event, big or small, on this day to commemorate the 25th anniversary of the Postal Service under the Postal Reorganization Act. Here are some suggestions:

- Arrange for a cake decorated in honor of the Postal Service's 25th anniversary to be presented to a local television personality on his/her program on the morning of July 1, 1996.
- If you have planned an event (e.g., open house, breakfast with civic leaders, customer appreciation day), you may wish to use some of the ideas listed elsewhere in this kit.
- Make available to the public a special 25th anniversary pictorial cancellation. Camera-ready artwork is available upon request (see instructions in this *Postal Bulletin*).

CHECKLIST: The 25th Anniversary Planning Committee

The following checklist is provided for your convenience. Omit all items that do not pertain to the kind of event you are planning:

- Form a planning committee. It is imperative that leadership and direction come from an appointed chairperson, who will report directly to the installation head. The selected person should be able to draw together the necessary resources to plan and conduct a successful event.

The committee is responsible for executing a plan of action, including, but not limited to, the following areas:

- Preparing a master written checklist of everything that needs to be done or produced, the due date, who's responsible, etc., and keeping it up-to-date.
- Not overextending your resources. Reviewing the event's budget carefully.
- Making a list of the services, people and materials you'll need for the event.
- Planning events leading up to the July 1, 1996 Anniversary Day, and making arrangements for an event on July 1.
- Being responsible for purchasing anniversary cake(s) for the events.
- Extending special invitations to various individuals and groups, such as the mayor, civic leaders, and key mailers, to participate in programs, and following up on their acceptance. Being responsible for the printing of invitations, programs, banners, balloons and fliers, for decorating, selecting souvenirs, proclamations, providing entertainment, and for selecting an event site.





- Involving employees from all levels in planning. Management associations and employee unions are to be informed and invited to participate in the event.
- Making arrangements for parking and establishing liaisons as necessary with local law enforcement agencies; producing signs to direct parking; planning an alternate parking area for employees.
- Planning for refreshments; posting trash receptacles.
- Arranging for first aid (volunteers from the local fire department, public health office).
- Informing employees of the event and giving them an opportunity to volunteer their services. You might have a singer or musician in your office who would like to perform.
- Checking with local schools for student entertainment.
- Checking on the condition of the American and postal flags. Are they in good condition?
- Always having a contingency plan. If attendance turns out to be much greater than expected, how will you handle the overflow? If it's much lower, what will you do with leftover refreshments, etc.?
- Remembering that nonexempt employees are on-the-clock for the time they spend helping to plan and conduct an event.
- Designating one person as publicity person. This person is responsible for providing publicity of the events to employees. A news release should be sent to the local news media announcing the program. (The Area Corporate Relations Center can assist you with contacting the media.)

If Hosting an Open House

- Determine how many people are expected to attend.
- Be responsible for organizing visitor tours through work areas while ensuring security of the mail, safety and crowd control.
- Notify all supervisors of the tour route.
- Select tour guides and assign them duties.
- Rehearse with the tour guides their commentary on points of interest in your facility and conduct a dry-run of the tour.

Adapt these guidelines to individual cases. Each postmaster should be guided mainly by knowledge of the local situation.

After the Event

- Have "thank you" notes been sent to each committee member?
- Has the entire workforce been commended?
- Have special "thank you" letters been sent to persons outside the Postal Service who contributed to the success of the event?
- Have all pending questions, suggestions and comments from the visitors been answered or acknowledged in writing?

FILL-IN NEWS RELEASE #1

(Post Offices; modify for Processing & Distribution Centers)

(Letterhead)

For Immediate Release ***For more information, contact:***
(Date) ***(name and telephone number)***

Birthday Greetings are "In The Mail" for Independent U.S. Postal Service

The (Name) Post Office is set to celebrate what Postmaster (Name) calls "both a birthday party and an Independence Day" during local celebrations that begin July 1. According to (Name), that was the date in 1971 that the former Post Office Department officially became the independent U.S. Postal Service.

"Twenty-five years ago, our mandate was to break away from federal tax subsidies and operate the Postal Service as a businesslike public service," said (Name). "The Postal Reorganization Act stipulated that the Postal Service wean itself from taxpayer support within 20 years — and it actually took us less than 12," he added.

(Name) Post Office anniversary events will include an open house on Monday, July 1, and a special pictorial cancellation available at the post office.

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FILL-IN NEWS RELEASE #2

(Post Offices; modify for Processing & Distribution Centers)

(Letterhead)

For Immediate Release
(Date)

For more information, contact:
(name and telephone number)

(Name) Post Office Celebrates 25th Anniversary with Open House/Event

On (date), the (name) Post Office will hold an (open house/event) as part of the United States Postal Service's 25th anniversary celebration and Postmaster (name) issues an invitation to everybody to attend.

"Even though people have been using our postal system for more than two centuries, the new, businesslike Postal Service is only 25 years old. To celebrate, we're having an (open house/event) to say thank you to the (number) of men and women who serve our customers," said (name).

"An (open house/event) is an excellent way for the general public to get a behind-the-scenes view of how their mail gets processed and delivered," (name) continued. "By attending the (open house/event), customers will be able to preview the future, while celebrating the past."

The (name) Post Office is located at (address). The (open house/event) will begin at (time) and will end at (time). For more information call (number).

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SAMPLE INVITATION LETTER

(This letter invites a member of Congress or local dignitary to a 25th Anniversary celebration.)

(Date)

Dear (Member of Congress/Mayor)

On July 1, 1996, the U.S. Postal Service will celebrate its 25th anniversary under the Postal Reorganization Act.

Twenty-five years ago, the former Post Office Department was given the opportunity to break away from federal tax subsidies and operate the "new" Postal Service as a businesslike public service.

Local post offices across the country are preparing to celebrate this marvelous event. Here in (city) we are hosting a party to commemorate the 25th anniversary of the Postal Service with the issuance of a pictorial envelope specifically designed for the occasion, and tours of the post office for the public. The employees of the (city) Post Office have served this community and the Postal Service with pride, honesty and dedication since (year). July 1, 1996, will be a special day for us!

It will be greatly appreciated if you will join us at the (city) Post Office on the morning of July 1 in ceremonies observing our 25th anniversary. Your continued support of the Postal Service is appreciated. The ceremony will take place at (address) beginning at (time).

I hope you will be able to join us for the anniversary. I will have (name) of my staff follow up with a telephone call to you next week to confirm your participation.

Sincerely,

Postmaster





SAMPLE LETTER TO LOCAL TELEVISION STATION

(Postmaster's request to make presentation on TV program)

(Date)

Dear (News Director)
(TV Station)

On July 1, 1996, the U.S. Postal Service will celebrate its 25th anniversary under the Postal Reorganization Act.

In 1971, the nation's postal system was given the opportunity to break away from federal tax subsidies and operate as a businesslike public service.

Local post offices across the country are preparing to celebrate this marvelous event. Here in (city), we are hosting a party to commemorate the 25th anniversary of the Postal Service with the issuance of a pictorial envelope designed specifically for this occasion. Post Offices throughout the area will host open houses and tours to the public. The employees of the (city) Post Office have served this community and the Postal Service with pride, honesty and dedication since (year). July 1, 1996, will be a special day for us!

It will be appreciated if you will join us in celebrating this anniversary. On behalf of the men and women of the (city) Post Office, I would like to present to (name of TV personality) a sheet of the anniversary stamp to be issued in (city) on his/her (name of program) show on the morning of July 1, 1996. Also, I would like to present a birthday cake to (him/her) as we honor the Postal Service's 25th anniversary.

Later that morning, the (city) Post Office will host a party in observance of the 25th anniversary at (post office address). The party begins at (time). You are invited.

I will have (name) of my staff follow up with a telephone call to you next week to discuss (name of TV personality's) participation in our anniversary celebration.

Your interest in the Postal Service is greatly appreciated.

Sincerely,

Postmaster

UNITED STATES POSTAL SERVICE

A 25-Year Comparison (1971-1996)

Item	*1971*	*1996*
U.S. population (million)	206.7	263.3
Pieces of mail per capita	421	686
Total mail volume (billion)	87	180
Average daily volume (per business day, in millions)	287	680.7
Annual budget (billion)	$9	$54
Public service subsidy (million)	$844	$0
Total taxpayer subsidy	25 percent	0 percent
Postal employees (career)	545,911	753,384
Number of post offices	31,947	28,392
Number of stations (includes classified stations, branches, contract stations, and community post offices)	10,340	10,757
Delivery points (estimated)	75 million	123 million
Postal-owned vehicles	91,011	200,000
Gallon of gas	36 cents	$1.13
McDonald's hamburger	20 cents	59 cents
Pack of cigarettes	45 cents	$1.50
Time magazine	50 cents	$2.95
Single family home (median)	$24,000	$112,000
Cost of First-Class Mail stamp	8 cents	32 cents



USPS 25th Anniversary Celebration



SAMPLE FACT SHEET

Main Post Office
Street Address
City, State, ZIP+4 Code
Telephone Number
Postmaster

1. Average daily mail volume
2. Prior fiscal year revenue
3. Number of possible daily deliveries (business, residential, rural)
4. Number of customers served
5. Number of vehicles
6. Number of employees
7. ZIP Code area(s) served
8. Description of geographic area served
9. Building size
10. Year mail service first began
11. Number of employees then
12. First post office building constructed locally
13. Number of cancellations per day
14. Number of post office boxes
15. Number of collection boxes
16. Number of letter sorting machines
17. Number of optical character readers
18. Number of barcode sorters
19. Number of carrier sequence barcode sorters
20. Address of local stations and hours of service

SAMPLE PROCLAMATION OF THE 25TH ANNIVERSARY CELEBRATION

WHEREAS, the (number) employees of the (name) Post Office are celebrating the 25th anniversary of the United States Postal Service, an organization founded more than two decades ago on the promise that it function in a businesslike manner; and

WHEREAS, we pause today to recognize the 25th anniversary of the Postal Reorganization Act, for it was on July 1, 1971, that Congress replaced the outdated Post Office Department with an independent federal agency called the United States Postal Service; and

WHEREAS, the Postal Service has become a completely self-sustaining government agency that requires no tax dollars to operate and provides all members of our community with universal rates and services; and

WHEREAS, the Postal Service plays a most important role in the ability of our citizens of (city) to communicate with each other as well as the rest of the nation; and

WHEREAS, the employees and staff of the (name) Post Office have served this community and their organization with pride, honesty and dedication; and

WHEREAS, the Postal Service, using employee skill and knowledge combined with space-age technology, has transformed itself into a unique public service poised to meet the challenges as it readies itself for the 21st Century.

NOW THEREFORE, I (WE) _____
(Mayor, City Council, etc.)

Of (city) do hereby proclaim (date) as

Postal Service Recognition Day

July _____ 1996 Mayor _____



USPS 25th Anniversary Celebration

ACCESSORIES TO THE 25TH ANNIVERSARY PLANNING GUIDE

Please send me:

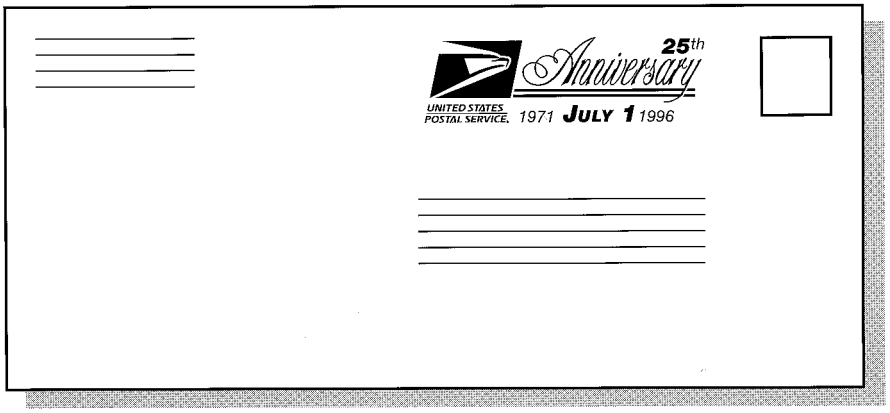
- ❒ ____ copies of this Planning Guide
- ❒ Banners
- ❒ Posters
- ❒ ____ 50-year certificates (These will be customized for each 50-year employee.)

To obtain any of these accessories, call Monica Suraci of Corporate Relations at (770) 390-3386.

Accessories are available while supplies last!

Camera-ready artwork for special cancellation actual size 1″x 3″





ADMINISTRATIVE SERVICES

PUBLICATION 223 REVISION

Directives and Forms Update

Effective immediately, Publication 223, *Directives and Forms Catalog* (December 1995), is revised. The tables below contain the document ID, edition date, title, national stock number (NSN), and the postal and public supply source for all new, revised, and obsolete directives and forms. Use this article to keep Publication 223 current. Information on how to order directives and forms can be found in chapter 1 of Publication 223.

This update is published in every other issue of the *Postal Bulletin*.

New Directive

Document ID	TL	Edition Date	Title	NSN	Organization	USPS Source	Public Source
PUB 30		4/96	Breast Cancer		Corporate Relations	XMD	P/F

Obsolete Directives

Document ID	TL	Edition Date	Title	Obsolete Date	Replaced By
HBK AS-501	3	2/28/89	Postal Facility Activation	4/19/96	
HBK AS-502	3	8/1/88	Activation of Non-Mail-Processing Postal Facilities	4/19/96	
HC 76-6		3/11/76	Headquarters Equal Employment Opportunity Advisory Committee	4/30/96	
HC 89-2		6/1/89	USPS Directives System	5/6/96	MI AS-310-96-3
HC 93-1		1/21/93	Establishment of USPS Data Integrity Board	4/17/96	MI AS-353-96-2
LAB 109		5/73	Pool Case	5/1/96	
LAB 110		7/72	Preferential — Do Not Delay	5/1/96	
LAB 206		5/72	First-Class Presorted by State	4/24/96	
MI EL-670-90-4		5/31/90	USPS Women's Program	5/31/90	
MI EL-670-90-11		11/15/90	Affirmative Action Week	4/30/96	
MI FM-610-91-2		5/23/91	Advance Payments	4/17/96	MI FM-610-96-1

New Forms

Form Number	Edition Date	Title	Where Used	USPS Source	Unit of Issue	Organization
PS 2181-C	4/96	Authorization and Release — Background Investigation (USPS Contractors and Employees of Contractors)	PS	HQO	EA	Inspection Service
PS 8192	3/96	FEDSTRIP/Address Activity Code Request	PS	F3F	EA	Purchasing and Materials

Continued next page

Continued

Revised Forms

Form Number	Edition Date	Oldest Usable Date	Title	NSN	Where Used	USPS Source	Unit of Issue	Organization
PS 2181-A	3/96	3/96	Pre-Employment Screening — Authorization and Release	7530-02-000-7401	PS	XMD	SH	Human Res.
PS 3546	3/96	10/94	Forwarding Order Change Notice	7530-01-000-9953	PU	XMD	EA	Operations Support
PS 3602-A	3/96	3/96	Record of Meter Register Readings	7530-01-000-9974	PU	XMD	EA	Retail
PS 4245	3/96	3/88	Carrier's Statement	7530-02-000-9211	CR	XMD	EA	Operations Support
SF 2818	2/96	2/96	Continuation of Basic Life Insurance Coverage as a Retiree or Compensationer (FEGLI)	7540-01-231-5585	PS	GSA	SE	Human Res.
SF 3104	12/95	12/95	Federal Employee Retirement System — Application for Death Benefits		PS	OPM	EA	Human Res.
SF 3106	3/96	3/96	Application for Refund of Retirement Deductions (FERS)	7540-01-249-5576	PS	GSA	SH	Human Res.
SF 3106-A	3/96	3/96	Current/Former Spouse's Notification of Application for Refund of Retirement Deductions Under the Federal Employee Retirement System	7540-01-249-5577	PS	GSA	SH	Human Res.

Obsolete Forms

Form Number	Edition Date	Title	Obsolete Date	Replaced By
PS 2345-A	1/92	Personnel Workhours	4/30/96	
SF 152	1/87	Request for Clearance, Procurement, or Cancellation of Standard and Optional Forms	5/1/96	
SF 2824	1/91	Documentation in Support of Disability Retirement — Applicant's Statement	5/1/96	SF 3112
SF 2824-C	1/91	Physician's Statement in Connection with Disability Retirement Under CSR System	5/1/96	SF 3112-C
SF 3105	8/87	Documentation in Support of Disability Retirement Application (FERS)	5/1/96	SF 3112
SF 3105-C	8/87	Physician's Statement (FERS)	5/1/96	SF 3112-C

Miscellaneous

Document ID	Edition Date	Title	Miscellaneous Changes
PS 144	5/90	Prior Federal Civilian and Military Service Statement	Unit of issue changed from sheet to each.
PS 1961	10/85	Employee Uniform Allowance Statement	USPS supply source changed from TMD to ASC.
PS 2602-K	7/91	TRACS 2K-Amtrak	USPS supply source changed from XMD to CDS.

—Corporate Publishing and Information Management, Information Systems, 5-23-96

Olympic Logo (Olympic Rings) — Removal Reminder

As the Summer Olympic Games in Atlanta, Georgia, draw closer, heightened scrutiny is given to the improper use of the protected trademarks by sponsors as well as the Olympic committees. It is imperative that immediate attention be given to the removal of all unauthorized displays of the Olympic logo.

General Counsel at Headquarters continues to receive frequent contacts from the United States Olympic Committee concerning the unauthorized display and use of the Olympic logo. General Counsel has recommended that we reissue this reminder notice, which has appeared in *Postal Bulletin* 21883 (12-22-94) and 21908 (12-7-95).

All field managers are reminded that the U.S. Postal Service is no longer an Olympic corporate sponsor. As such, it is not licensed to display the Olympic logo (inclusive of Olympic marks, symbols, or terminology) on any of its equipment, buildings, packaging, or stationery items.

All offices must immediately survey their areas of responsibility for these logos and arrange for their removal. Likely locations of these logos include collection boxes, postal vehicles, entry doors to both post office box and retail lobbies, and display posters. Terminate immediately all use of stationery and packaging items (letterhead, envelopes, pens, pins, etc.) displaying the Olympic logo, with particular emphasis on Priority and Express Mail envelopes, which continue to surface as an issue. Any existing envelopes displaying the Olympic logo may be used only if the logo is taped over in such a manner as to completely obscure it. Otherwise, they should be destroyed, as their continued use by the Postal Service may be violation of the law and previous agreements.

—Delivery Policies and Programs, Operations Support, 5-23-96

Handbook EL-505 Available on the World Wide Web

Handbook EL-505, *Injury Compensation* (December 1995), is now available on the Postal Service's Policies and Procedures home page on the World Wide Web.

See your systems administrator to arrange access to the Web through the Netscape browser and to download the Adobe Acrobat Reader, the software used to view policy and procedure and other Postal Service documents.

Management Instruction AS-840-96-1, *Dissemination of Postal Information via the World Wide Web,* provides additional information.

—Safety and Risk Management, Human Resources, 5-23-96

POSTAL EMPLOYEES

ELM REVISION

Correction to Acceptable Reasons and Instructions for Leave Without Pay

Effective immediately, Exhibit 514.4, Acceptable Reasons and Instructions for LWOP, is corrected to remove the word "not" from a section where it is used erroneously.

Exhibit 514.4e(3) now reads:

(3) An employee may choose sick or annual leave in lieu of COP; however, this leave *may not be* retroactively converted to COP provided a request is made within 1 year of the date the leave was used or the date of the claim approval, whichever is later.

Please change it to read:

(3) An employee may choose sick or annual leave in lieu of COP; however, this leave *may be* retroactively converted to COP provided a request is made within 1 year of the date the leave was used or the date of the claim approval, whichever is later.

—Contract Administration (NALC/NRLCA), Labor Relations, 5-23-96

POSTAL EMPLOYEES

Business Information Survey

A sample of postal employees will be asked to participate in a telephone survey to answer questions about communication of business information within the Postal Service. An independent research contractor, Market Facts Inc., will randomly select a sample of postal employees each quarter and mail notifications to them at their work location. These employees will be asked to call a toll-free telephone number. Calls will be accepted 24 hours a day. Each call will last less than five minutes. All participation is completely voluntary and on the clock, and individual responses will be kept confidential.

—Employment and Placement, Human Resources, 5-23-96

CUSTOMER 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 Sales Management at 202-268-3182 at least 1 month preceding the requested delivery dates.

Title of Mailing	Class and Type of Mail	Requested Delivery Dates	Number of Pieces (millions)	Distribution	Presort Level	Comments
Sally Beauty Supply	Third/Letter	May 29–31	2.3	Nationwide	Residual 5%, 3/5-Digit 30%, CarRt 65%	Time-sensitive promotion
Price Costo 1996 Passport	Third/Letter	May 29–June 7	10.5	Nationwide	Basic, 3/5-Digit	5.625″ x 4.5″ envelope, non-automatable
1996 June Summer	Third/Catalog	June 3–5	3.0	Nationwide	CarRt, 3/5-Digit, Basic	RR Donnelley
1996 Sale	Third/Flat	June 3–8	3.2	Nationwide	CarRt, 3/5-Digit, Basic	8″ x 10″
June Summer Best	Third/Fourth	June 4–6	2.2	Nationwide	CarRt, 5-Digit, Basic	7 7/8″ x 8 15/16″, 128 pages

—Sales, 5-23-96

May 1996

Have You Seen Any of These Children?

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



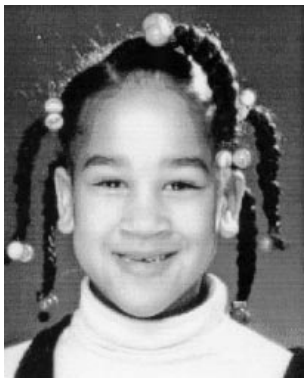
Donald Robert Burt III
Born: 2-23-89
Date Missing: 8-15-94
Missing From: El Paso, TX



Nicholas Patrick Barclay
Born: 12-31-80
Date Missing: 6-13-94
Missing From: San Antonio, TX



Mark Himebaugh
Born: 5-23-80
Date Missing: 11-25-91
Missing From: Del Haven, NJ



Chantell Natashaa Hendrix
Born: 8-27-89
Date Missing: 12-15-95
Missing From: Seattle, WA

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

Missing Children Poster Display Instructions

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

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

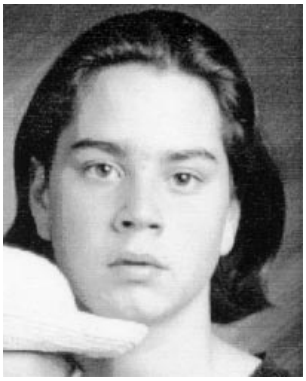
This poster is published in cooperation with the National Center for Missing and Exploited Children, the United States Department of Justice, and the National Association of Letter Carriers. Information appearing on this poster is selected solely by the National Center for Missing and Exploited Children.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

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

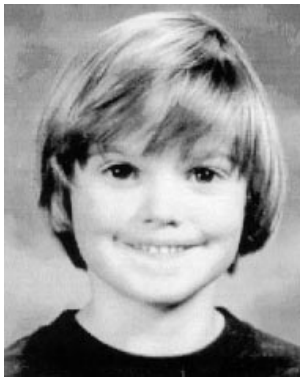
May 1996

Have You Seen Any of These Children?

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



Peter Newton Thompson
Born: 9-10-80
Date Missing: 8-19-95
Missing From: Everett, WA



John Thomas Hinchcliffe
Born: 8-20-88
Date Missing: 3-31-95
Missing From: Tenino, WA



Ladoña Rae Coy Rackley
Born: 7-7-79
Date Missing: 11-29-95
Missing From: Corpus Christi, TX



Rachel Marie Mellon
Born: 10-13-82
Date Missing: 1-31-96
Missing From: Bolingbrook, IL

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

Missing Children Poster Display Instructions

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

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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 for the U.S. Postal Service only through periodic issues of the *Postal Bulletin*.

DOMESTIC MAIL

DMM NOTICE

Customs Forms for Military Mail

Effective September 1, 1996, *Domestic Mail Manual* (DMM) E010 is amended by adding section 2.6 to reflect the use of new customs forms and acceptance procedures for military mail. This amendment will appear in DMM Issue 51.

***Domestic Mail Manual* (DMM)**

E Eligibility

E000 Special Eligibility Standards

E010 Overseas Military Mail

* * * * *

2.0 GENERAL RESTRICTIONS

* * * * *

2.6 Customs Declarations

Any mailpiece weighing more than 16 ounces that is addressed to an APO or FPO ZIP Code must bear Form 2976 and must be presented to an employee at a post office or as designated by the postmaster. Certain destination APO and FPO addresses require Form 2976-A, as shown in the chart *Conditions Applied to Mail Addressed to Military Post Offices Overseas,* published in the *Postal Bulletin.* Unless the destination ZIP Code has a customs declaration form requirement in the chart, any known mailer (see *International Mail Manual* (IMM) 123.62) presenting bulk mailings that are declared on a postage statement is not required to use customs forms. IMM 123 contains procedures for completing the forms. Official mail going to, from, or between APO or FPO ZIP Codes is exempt from the requirements of this section unless customs declarations are necessary for customs treatment as indicated in the chart.

* * * * *

—International Business, 5-23-96

New Triangular Tubes Designed for Express and Priority Mail

The new Priority Mail tube (PSIN 01098, PSN 8115-03-000-7009) will also be used to send Express Mail. One side of this triangular tube contains space and instructions for an Express Mail label (see companion article on page 2).

The new tube measures 38″ x 6″, which is two inches longer than the existing round Express Mail tube. As current supplies are exhausted, the new triangular tube will be used for both Express Mail and Priority Mail.

Samples of this new product will be sent to Express Mail managers and plant managers on May 27, and will be available in postal retail outlets beginning June 17.

These new tubes are not available from the material distribution centers, but may be ordered by calling 800-222-1811. Fax orders may be made by calling 800-270-6233. Mail orders should be sent to:

EXPRESS AND PRIORITY MAIL SUPPLY CTR
UNITED STATES POSTAL SERVICE
PO BOX 95001
INDIANAPOLIS IN 46209-9141

The minimum quantity that can be ordered by phone, fax, or mail is 25. Customers may pick up individual boxes in postal lobbies. There is no charge for the tube.

—Expedited and Package Services, Marketing, 5-23-96

Centralized Meter Licensing System Forms Implementation

One of the current initiatives in the administration of the postage meter program is the Centralized Meter Licensing System (CMLS). This consolidates nationwide the issuance of all meter licenses through the National Customer Support Center (NCSC) in Memphis. Licenses will no longer be issued by individual post offices. CMLS will offer greater efficiencies for licensing as well as providing for a detailed database of licensee information. In addition, it will track meter population and meter movement based on meter manufacturer transactions, including all installations, withdrawals, and replacements. National implementation of CMLS is scheduled for August 1, 1996. A comprehensive national CMLS awareness effort will take place prior to national implementation.

Two forms have been developed to support CMLS. The first is a revised Form 3601-A, *Application or Update for a License to Lease and Use Postage Meters* (May 1996). Secondly, a new form for reflecting meter activity has been developed to replace the individual forms currently used by the meter manufacturers. The new form is Form 3601-C, *Postage Meter Activity Report* (May 1996). Both forms were recently pilot tested in Phoenix and Baltimore and are scheduled for national implementation on June 6, 1996. The forms are being implemented earlier than CMLS in order to give post offices some experience with their use. As a result, there are some differences in form processing during the interim period of June 6 through July 31.

Interim Period Processing

Customers may obtain the new application (Form 3601-A) from the licensing post office or from their manufacturer representative. The completed application is presented to the licensing post office when a meter is to be installed. At the same time, the manufacturer's representative submits a completed *Postage Meter Activity Report* (Form 3601-C). The postal clerk assigns a license number according to existing procedures and records the number on the license (old form) given to the customer. The clerk records the license number in block B3 of Form 3601-C. Both the application and the activity report are then forwarded to the district Meter Accounting and Tracking System (MATS) coordinator for input into MATS. After the MATS coordinator completes the input function, the application is forwarded to the following address at the NCSC:

CENTRALIZED METER LICENSING SYSTEM
NATIONAL CUSTOMER SUPPORT CENTER
US POSTAL SERVICE
6060 PRIMACY PKY STE 201
MEMPHIS TN 38188-0001

If a customer submits the previous edition of Form 3601-A during the interim period, the application is to be accepted and processed as above.

Processing Effective August 1

With national implementation of CMLS, the customer has three options for submitting a completed application on Form 3601-A:

1. To the manufacturer's representative. The application is subsequently transmitted electronically to the NCSC by the manufacturer for issuance of the license.
2. To the post office where metered mail will be entered. The post office does not issue a license but forwards the application to the NCSC at the address noted above.
3. Directly to the NCSC at the address noted above.

When meter activity occurs, the manufacturer's representative submits a completed activity report (Form 3601-C) to the post office, which then forwards the form to the district MATS coordinator. Simultaneously, the manufacturer submits a copy electronically to the NCSC.

Form Distribution

Meter manufacturers will be issued a supply of the new forms. Post offices will receive a limited supply of forms to be used during the interim period as stated above. After July 1, 1996, Form 3601-A and Form 3601-C may be ordered from the material distribution centers using Form 7380, *MDC Supply Requisition.* See pages 33–34 for samples of the new forms.

Questions

General questions should be directed to district MATS coordinators. Questions relating to national policy should be directed to:

RETAIL SYSTEMS AND EQUIPMENT
US POSTAL SERVICE
475 L'ENFANT PLAZA SW
WASHINGTON DC 20260-6897

(202) 268-5311

—Retail Systems and Equipment, Marketing, 5-23-96

United States Postal Service

Application or Update for a License to Lease and Use Postage Meters

(Prepare and submit original signed form to the post office where metered mail will be deposited)

☐ New *(Complete items at right)*
Post Office Where Metered Mail Will be Deposited
State | ZIP Code

☐ Update *(Complete items at right)*
Finance Number *(As it appears on license certificate)*
Existing License Number *(As it appears on license certificate)*

A. Applicant

1. Company Name *(As it appears on license certificate for update)*
2. Applicant Telephone Number ( )
3. Applicant FAX Number ( )
4. Mailing Address *(No., street, suite no. or P.O. box no.)*
5. Physical Street Address *(No., Street, Suite No. - Only if different from item 4 – **DO NOT** show a post office box number)*
6. City, State, ZIP + 4
7. City, State, ZIP + 4
8. Applicant Business Tax Identification Number, Employer Identification Number, or Social Security Number ☐ Tax ID # ☐ EIN ☐ SSN *(Check one)* __ __ __ __ __ __ __ __ __ __ __ __ __
9. Corporate Business Agent *(If applicable)*
10. Dun and Bradstreet Number __ __ __ __ __ __ __ __ __
11. Federal Agency Code/Cost Code *(For US official penalty indicia license)* __ __ __ – __ __ __ __ __

B. Business Profile

1. Company's Primary Business Function
2. Anticipated Annual Metered Postage *(For all meters set or licensed at this licensing post office)*
   ☐ $1 - $2,000 ☐ $25,001 - $100,000
   ☐ $2,001 - $25,000 ☐ More than $100,000
3. Annual Percentage of Metered Mail (Must total 100%)
   Letters _____ % Flats _____ % Parcels _____ %
4. Does Your Business Anticipate Mailing Metered Mail at Discounted Rates? ☐ Yes ☐ No
5. Does Your Business Have an Authorization to Use Permit Imprints at This or any Other Post Office? ☐ Yes ☐ No
6. Does Your Business Prepare and/or Mail for Other *(Third)* Parties? ☐ Yes ☐ No
7. Does Your Business Currently Hold any Other USPS Meter Licenses at This or any Other Post Office? ☐ Yes ☐ No
   If *YES* List License Number and Finance Number of Licensing Post Office.

License Number	Finance Number
__ __ __ __ __ __ __ __ __ __	__ __ __ __ __ __
__ __ __ __ __ __ __ __ __ __	__ __ __ __ __ __

8. Have You or Your Business Ever Had a Meter License Revoked? ☐ Yes ☐ No
   If *YES,* provide specific details *(Including dates and licensing post office.)*

C. Certification

This application must be signed and submitted to the US Postal Service by a corporate officer or a person within the business with the authority to sign checks.

I hereby certify that all information furnished on this form is accurate and truthful.

Certifying Individual's Signature | Date
Printed Name and Title | Telephone Number ( )

D. Privacy Act Notice

The collection of this information is authorized by 39 USC 401 and 404. This information will be used to administer postage meter activities. As a routine use, the information may be disclosed to an appropriate government agency, domestic or foreign, for law enforcement purposes; where pertinent, in a legal proceeding to which the US Postal Service is a party or has an interest; to a government agency in order to obtain information relevant to a Postal Service decision concerning employment, security clearances, contracts, licenses, grants, permits, or other benefits; to a government agency upon its request when relevant to its decision concerning employment, security clearances, security or suitability investigations, contracts, licenses, grants, or other benefits; to a congressional office at your request; to an expert, consultant, or other person under contract with the Postal Service to fulfill an agency function; to the Federal Records Center for storage; to the Office of Management and Budget for review of private relief legislation; to an independent certified public accountant during an official audit of Postal Service finances; to a labor organization as required by the National Labor Relations Act; and to disclose to any member of the public the identity and address of user and identity of agent. Completion of this form is voluntary; however, if this information is not provided, you may not receive meter services.

PS Form **3601-A,** May 1996

United States Postal Service

Postage Meter Activity Report

Check One: ☐ Installation ☐ Replacement ☐ Withdrawal

Meter Manufacturer's Code: 01 ☐ Ascom Hasler 02 ☐ Pitney Bowes 03 ☐ Postalia 04 ☐ Neopost 05 ☐ Other

A. Reason for Meter Activity

1. ☐ New Meter
2. ☐ License Revocation
3. ☐ Mechanical Failure *(Not QAR)*
4. ☐ Question of Accurate Registration
5. ☐ Model Change
6. ☐ Fire/Flood
7. ☐ Electronic Failure *(Not QAR)*
8. ☐ Change of PO
9. ☐ Cancellation

10. Explanation/Description of Failure

B. Licensee Information

1. Customer Name *(As it appears on license certificate)*
2. Licensing Post Office, City, State, and ZIP Code
3. License Number *(As it appears on license certificate)*
4. Manufacturer Customer Account Number
5. Manufacturer Reference Only

C. Meter Location

1. Street Address *(No., street, suite no.)*

Affix Sample Meter Strip *(1 per copy)* **or Write in Information in the Spaces Below**

2. City, State, ZIP + 4
6. Name of Post Office/Classified Branch and State
3. Contact Person Name
4. Telephone Number ( )
7. ZIP Code Designation
5. Contact Person Signature *(Optional)*
8. Military APO/FPO

D. Withdrawn Meter Information

1. Model Number
2. Date Withdrawn

Type of Meter *(Check one)*

3. Serial Number
4. ☐ Decimal (.001) ☐ Non-Decimal (.01)
5. ☐ CMRS
6. ☐ Penalty CMRS
7. ☐ Manual Set
8. ☐ Penalty Manual Set
9. CMRS Account Number
10. Fed. Agency Code - Cost Code
11. Locking Seal Number

Register Readings at Time of Withdrawal

12. Ascending Register
13. Descending Register
14. Control Total
15. MATS Control Total

E. Installed Meter Information

1. Model Number
2. Date Installed

Type of Meter *(Check one)*

3. Serial Number
4. ☐ Decimal (.001) ☐ Non-Decimal (.01)
5. ☐ CMRS
6. ☐ Penalty CMRS
7. ☐ Manual Set
8. ☐ Penalty Manual Set
9. CMRS Account Number
10. Fed. Agency Code - Cost Code
11. Locking Seal Number

Register Readings at Time of Installation

12. Ascending Register
13. Descending Register
14. Control Total
15. MATS Control Total

F. Refunded/Transferred Postage

1. ☐ Amount of Refund * $
2. ☐ Amount of Transfer to Installed Meter $
3. ☐ Amount of Credit to CMRS Account $

Refund/Transfer Was 4. ☐ Issued 5. ☐ Not Issued

Not Issued Reason 6. ☐ Exceeds Local Limit 7. ☐ Not Determined

8. Refund Request Forwarded to USPS Office *(City and State)*
9. CMRS Account Number
10. CMRS Clear Code

11. * If refund check is to be mailed to a location other than the meter location, enter that address here

G. Manufacturer's Authorized Representative

1. Telephone Number
2. Dealer/Branch Office Code
3. Date

The submission of a false, fictitious, or fraudulent statement can result in imprisonment of up to 5 years and a fine of up to $10,000 (18 USC 1001)

4. Signature of Manufacturer's Authorized Representative

H. Postal Service Representative

1. Printed Name
2. Title
3. Signature
4. Finance No. — Round Stamp Required
5. Post Office, Station, or Branch Location

PS Form **3601-C**, May 1996

1 - Post Office

Meter Service Fees for On-Site Meter Settings, Examinations, Check-In, and Check-Out

Several deficiencies relating to on-site meter service fees have been uncovered by the Inspection Service. These deficiencies include the failure to charge and collect the correct revenue due for the on-site service. The following information should clarify the proper application and collection of on-site meter service fees.

The on-site meter setting program allows USPS employees to set or examine meters at the manufacturer's branch office, direct distribution centers, or the licensee's place of business. The program also provides for checking meters into or out of service.

A fee is charged for each meter that is set, examined at a licensee's place of business, or checked into or out of service at a manufacturer's office, unless a USPS employee (qualified to set meters) is regularly assigned to the licensee's location for other postal administrative duties. The on-site service is provided to the licensees on a scheduled or an unscheduled basis. The fee structure is given in *Domestic Mail Manual* (DMM) R900.10.0:

Meter Service

Fees for on-site meter setting or examination	First meter	Each additional meter	Surcharge for each meter checked into/out of service in addition to the on-site fee
Scheduled basis	$ 27.50	$ 3.25	$ 7.50
Unscheduled basis	31.00	3.25	7.50

If a postal unit provides USPS employees to a licensee or manufacturer on a *scheduled basis* to set or examine meters, the fee for the first meter for each employee is $27.50, and $3.25 for each additional meter thereafter. If a postal unit provides employees on an *unscheduled basis* to set or examine meters, the fee for the first meter for each employee is $31.00, and $3.25 for each additional meter. In addition to the setting and examination fees, a surcharge of $7.50 is collected for each meter that is checked into or out of service.

Example 1:

Three on-site employees are *scheduled* to perform meter settings or examinations for a licensee or manufacturer on a total of 11 postage meters. Employee #1 checks one meter, employee #2 checks two meters, and employee #3 checks eight meters. The fees charged would be:

Employee #1	
First (and only) meter checked	$ 27.50
Employee #2	
First meter checked	27.50
Second meter checked	3.25
Employee #3	
First meter checked	27.50
Second through eighth meters checked ($3.25@ x 8)	26.00
TOTAL	**$ 111.75**

An additional $7.50 is charged for any meter checked into or out of service.

Example 2:

If the three on-site employees are performing the same meter checks on an *unscheduled* basis, the fees charged would be:

Employee #1	
First (and only) meter checked	$ 31.00
Employee #2	
First meter checked	31.00
Second meter checked	3.25
Employee #3	
First meter checked	31.00
Second through eighth meters checked ($3.25@ x 8)	26.00
TOTAL	**$ 122.25**

An additional $7.50 is charged for any meter checked into or out of service.

Each postmaster is requested to review these service fees and their application with all employees involved with the on-site meter setting program to ensure that all applicable postal revenues are being properly applied and collected.

—Retail Systems and Equipment, Marketing, 5-23-96

Overseas Military Mail

Mail addressed to, from, or between military post offices overseas is subject to certain conditions or restrictions of mailing regarding content, preparation, and handling. The tables below outline these conditions by APO/FPO ZIP Code through the use of footnoted mailing restriction codes, which appear on the page following Table 2.

Acceptance clerks should use these tables with the integrated retail terminal (IRT) to determine whether an APO/FPO ZIP Code is active and which conditions of mailing apply. For Express Mail Military Service (EMMS) availability, refer to Handbook PO-514, *Express Mail Military Service,* and the local EMMS directory.

The complete tables appear in alternating issues of the *Postal Bulletin*.

Table 1. Conditions Applied to Mail Addressed to Military Post Offices Overseas

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09001	Not Active	09044	Not Active	09087	Not Active	09130	Not Active
09002	Not Active	09045	B-B4-C-D-U	09088	Not Active	09131	B-B4-C-D-U
09003	Not Active	09046	B-B4-C-D-U	09089	B-B4-C-D-U	09132	Not Active
09004	Not Active	09047	Not Active	09090	B-B4-C-D-U	09133	Not Active
09005	Not Active	09048	Not Active	09091	Not Active	09134	Not Active
09006	Not Active	09049	Not Active	09092	Not Active	09135	Not Active
09007	B-B4-C-D-U	09050	B-B4-C-D-U	09093	Not Active	09136	B-B4-C-D
09008	Not Active	09051	Not Active	09094	B-B4-C-D	09137	B-B4-C-D-U
09009	B-B4-C-D-U	09052	Not Active	09095	B-B4-C-D-U	09138	B-B4-C-D-U
09010	Not Active	09053	B-B4-C-D-U	09096	B-B4-C-D-U	09139	B-B4-C-D
09011	Not Active	09054	B-B4-C-D-U	09097	Not Active	09140	B-B4-C-D-U
09012	B-B4-C-D-U	09055	Not Active	09098	B-B4-C-D-U	09141	Not Active
09013	Not Active	09056	B-B4-C-D-U	09099	B-B4-C-D-U	09142	B-B4-C-D-U
09014	B-B4-C-D-U	09057	Not Active	09100	B-B4-C-D-U	09143	B-B4-C-D-U
09015	Not Active	09058	B-B4-C-D-U	09101	Not Active	09144	Not Active
09016	Not Active	09059	B-B4-C-D-U	09102	B-B4-C-D-U	09145	Not Active
09017	Not Active	09060	B-B4-C-D-U	09103	B-B4-C-D-U	09146	Not Active
09018	Not Active	09061	Not Active	09104	B-B4-C-D-U	09147	Not Active
09019	Not Active	09062	Not Active	09105	Not Active	09148	Not Active
09020	Not Active	09063	B-B4-C-D-L-U	09106	Not Active	09149	Not Active
09021	B-B4-C-D-U	09064	Not Active	09107	B-B4-C-D-U	09150	Not Active
09022	Not Active	09065	Not Active	09108	Not Active	09151	Not Active
09023	Not Active	09066	Not Active	09109	Not Active	09152	Not Active
09024	Not Active	09067	B-B4-C-D-U	09110	B-B4-C-D-U	09153	Not Active
09025	Not Active	09068	Not Active	09111	B-B4-C-D-U	09154	B-B4-C-D-U
09026	Not Active	09069	B-B4-C-D-U	09112	B-B4-C-D-U	09155	Not Active
09027	Not Active	09070	Not Active	09113	Not Active	09156	Not Active
09028	B-B4-C-D-U	09071	Not Active	09114	B-B4-C-D-U	09157	B-B4-C-D-U
09029	Not Active	09072	Not Active	09115	Not Active	09158	Not Active
09030	Not Active	09073	Not Active	09116	Not Active	09159	Not Active
09031	B-B4-C-D-U	09074	B-B4-C-D-U	09117	Not Active	09160	Not Active
09032	Not Active	09075	Not Active	09118	Not Active	09161	Not Active
09033	B-B4-C-D-U	09076	B-B4-C-D-U	09119	Not Active	09162	Not Active
09034	B-B4-C-D-U	09077	Not Active	09120	Not Active	09163	Not Active
09035	Not Active	09078	Not Active	09121	Not Active	09164	Not Active
09036	B-B4-C-D-U	09079	Not Active	09122	Not Active	09165	B-B4-C-D-U
09037	Not Active	09080	B-B4-C-D-U	09123	B-B4-C-D-U	09166	B-B4-C-D-U
09038	Not Active	09081	B-B4-C-D-U	09124	Not Active	09167	Not Active
09039	Not Active	09082	Not Active	09125	Not Active	09168	Not Active
09040	Not Active	09083	Not Active	09126	B-B4-C-D	09169	B-B4-C-D-U
09041	Not Active	09084	Not Active	09127	Not Active	09170	Not Active
09042	B-B4-C-D-U	09085	Not Active	09128	B-B4-C-D-U	09171	Not Active
09043	Not Active	09086	B-B4-C-D-U	09129	Not Active	09172	B-B4-C-D-U

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09173	B-B4-C-D-U	09232	Not Active	09290	Not Active	09350	See Table 2
09174	Not Active	09233	Not Active	09291	Not Active	09351	See Table 2
09175	B-B4-C-D-U	09234	Not Active	09292	Not Active	09352	See Table 2
09176	Not Active	09235	Not Active	09293	Not Active	09353	See Table 2
09177	B-B4-C-D-U	09236	Not Active	09294	Not Active	09354	See Table 2
09178	B-B4-C-D-U	09237	B-B4-C-D-U	09295	Not Active	09355	See Table 2
09179	Not Active	09238	Not Active	09296	Not Active	09356	See Table 2
09180	B-B4-C-D-U	09239	Not Active	09297	Not Active	09357	See Table 2
09181	Not Active	09240	Not Active	09298	Not Active	09358	See Table 2
09182	B-B4-C-D-U	09241	Not Active	09299	Not Active	09359	See Table 2
09183	B-B4-C-D-U	09242	Not Active	09301	See Table 2	09360	See Table 2
09184	Not Active	09243	Not Active	09302	See Table 2	09361	See Table 2
09185	B-B4-C-D-U	09244	B-B4-C-D-U	09303	See Table 2	09362	See Table 2
09186	B-B4-C-D-U	09245	B-B4-C-D-U	09304	See Table 2	09363	See Table 2
09187	Not Active	09246	Not Active	09305	See Table 2	09364	See Table 2
09188	Not Active	09247	Not Active	09306	See Table 2	09365	See Table 2
09189	B-B4-C-D-U	09248	Not Active	09307	See Table 2	09366	See Table 2
09190	Not Active	09249	Not Active	09308	See Table 2	09367	See Table 2
09191	Not Active	09250	B-B4-C-D-U	09309	See Table 2	09368	See Table 2
09192	Not Active	09251	Not Active	09310	See Table 2	09369	See Table 2
09193	Not Active	09252	B-B4-C-D-U	09311	See Table 2	09370	See Table 2
09194	Not Active	09253	Not Active	09312	See Table 2	09371	See Table 2
09195	Not Active	09254	Not Active	09313	See Table 2	09372	See Table 2
09196	Not Active	09255	Not Active	09314	See Table 2	09373	See Table 2
09197	Not Active	09256	Not Active	09315	See Table 2	09374	See Table 2
09198	Not Active	09257	Not Active	09316	See Table 2	09375	See Table 2
09199	Not Active	09258	Not Active	09317	See Table 2	09376	See Table 2
09201	Not Active	09259	Not Active	09318	See Table 2	09377	See Table 2
09202	Not Active	09260	Not Active	09319	See Table 2	09378	See Table 2
09203	Not Active	09261	Not Active	09320	See Table 2	09379	See Table 2
09204	Not Active	09262	B-B4-C-D-U	09321	See Table 2	09380	See Table 2
09205	Not Active	09263	B-B4-C-D-U	09322	See Table 2	09381	See Table 2
09206	Not Active	09264	B-B4-C-D-U	09323	See Table 2	09382	See Table 2
09207	Not Active	09265	B-B4-C-D-N-U	09324	See Table 2	09383	See Table 2
09208	Not Active	09266	B-B4-C-D-U	09325	See Table 2	09384	See Table 2
09209	Not Active	09267	B-B4-C-D-U	09326	See Table 2	09385	See Table 2
09210	Not Active	09268	Not Active	09327	See Table 2	09386	See Table 2
09211	B-B4-C-D-U	09269	Not Active	09328	See Table 2	09387	See Table 2
09212	B-B4-C-D-U	09270	Not Active	09329	See Table 2	09388	See Table 2
09213	B-B4-C-D-U	09271	Not Active	09330	See Table 2	09389	See Table 2
09214	B-B4-C-D-U	09272	Not Active	09331	See Table 2	09390	See Table 2
09215	Not Active	09273	Not Active	09332	See Table 2	09391	B4-X
09216	Not Active	09274	Not Active	09334	See Table 2	09392	B4
09217	Not Active	09275	Not Active	09335	See Table 2	09393	See Table 2
09218	Not Active	09276	Not Active	09336	See Table 2	09394	See Table 2
09219	Not Active	09277	Not Active	09337	See Table 2	09395	See Table 2
09220	Not Active	09278	Not Active	09338	See Table 2	09396	A-B1-B4-F
09221	Not Active	09279	Not Active	09339	See Table 2	09397	A-B-B4-C1-F-R
09222	Not Active	09280	Not Active	09340	See Table 2	09398	B4
09223	Not Active	09281	Not Active	09341	See Table 2	09399	B-B4-C-D-U
09224	Not Active	09282	Not Active	09342	See Table 2	09401	Not Active
09225	B-B4-C-D-U	09283	Not Active	09343	See Table 2	09402	Not Active
09226	B-B4-C-D-U	09284	Not Active	09344	See Table 2	09403	Not Active
09227	B-B4-C-D-U	09285	Not Active	09345	See Table 2	09404	Not Active
09228	Not Active	09286	Not Active	09346	See Table 2	09405	Not Active
09229	B-B4-C-D-U	09287	Not Active	09347	See Table 2	09406	Not Active
09230	Not Active	09288	Not Active	09348	See Table 2	09407	Not Active
09231	Not Active	09289	Not Active	09349	See Table 2	09408	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09409	B1-B4-C-C1-U	09467	Not Active	09526	Not Active	09584	Not Active
09410	Not Active	09468	B-B4-C-C1-U	09527	Not Active	09585	Not Active
09411	Not Active	09469	B-B4-C-C1-U	09528	Not Active	09586	B4
09412	Not Active	09470	B-B4-C-C1-U	09529	B4	09587	B4
09413	Not Active	09471	Not Active	09530	Not Active	09588	B4
09414	Not Active	09472	Not Active	09531	B4	09589	Not Active
09415	Not Active	09473	Not Active	09532	B4	09590	B4
09416	Not Active	09474	Not Active	09533	Not Active	09591	B4
09417	Not Active	09475	Not Active	09534	B4	09592	Not Active
09418	Not Active	09476	Not Active	09535	Not Active	09593	B4
09419	B-B4-C-C1-U	09477	Not Active	09536	B4	09594	B4
09420	Not Active	09478	Not Active	09537	Not Active	09595	B4
09421	B-B4-C-C1-U	09479	Not Active	09538	Not Active	09596	B4
09422	Not Active	09480	Not Active	09539	Not Active	09597	Not Active
09423	Not Active	09481	Not Active	09540	Not Active	09598	Not Active
09424	Not Active	09482	Not Active	09541	Not Active	09599	B4
09425	Not Active	09483	Not Active	09542	B4	09601	B-B4-C-F-F1-U
09426	Not Active	09484	Not Active	09543	B4	09602	Not Active
09427	Not Active	09485	Not Active	09544	Not Active	09603	B-B4-C-F-F1-U
09428	Not Active	09486	Not Active	09545	B4	09604	Not Active
09429	Not Active	09487	Not Active	09546	Not Active	09605	Not Active
09430	Not Active	09488	Not Active	09547	B4	09606	Not Active
09431	Not Active	09489	Not Active	09548	Not Active	09607	Not Active
09432	Not Active	09490	Not Active	09549	B4	09608	Not Active
09433	Not Active	09491	Not Active	09550	B4	09609	B-B4-C-F-U
09434	Not Active	09492	Not Active	09551	B4	09610	B-B4-C-F-U
09435	Not Active	09493	Not Active	09552	Not Active	09611	Not Active
09436	Not Active	09494	B-B4-C-C1-U	09553	Not Active	09612	B-B4-C-F-U
09437	Not Active	09495	Not Active	09554	Not Active	09613	B-B4-C-F-U
09438	Not Active	09496	B-B4-C-C1-U	09555	Not Active	09614	Not Active
09439	Not Active	09497	Not Active	09556	B4	09615	Not Active
09440	Not Active	09498	B-B4-C-C1-U	09557	B4	09616	Not Active
09441	Not Active	09499	B-B4-C-C1-U	09558	B4	09617	Not Active
09442	Not Active	09501	B4	09559	Not Active	09618	Not Active
09443	Not Active	09502	B4	09560	Not Active	09619	B-B4-C-F-U
09444	Not Active	09503	B4	09561	Not Active	09620	B-B4-C-F-U
09445	Not Active	09504	B4	09562	Not Active	09621	B-B4-C-F-U
09446	Not Active	09505	B4-O	09563	B4	09622	B-B4-C-F-U
09447	B-B4-C-C1-U	09506	B4	09564	B4	09623	B-B4-C-F-U
09448	B-B4-C-C1-U	09507	B4	09565	B4	09624	B-B4-C-F-U
09449	B-B4-C-C1-U	09508	B4	09566	B4	09625	B-B4-C-F-U
09450	Not Active	09509	B4-I-N	09567	B4	09626	B-B4-C-F-U
09451	Not Active	09510	B4	09568	B4	09627	B-B4-C-F-U
09452	Not Active	09511	B4	09569	B4	09628	B-B4-C-F-F1-U
09453	Not Active	09512	Not Active	09570	B4	09629	Not Active
09454	B-B4-C-C1-U	09513	Not Active	09571	Not Active	09630	B-B4-C-F-U
09455	Not Active	09514	Not Active	09572	Not Active	09631	B-B4-C-F-U
09456	B-B4-C-C1-U	09515	Not Active	09573	B4	09632	Not Active
09457	Not Active	09516	Not Active	09574	B4	09633	Not Active
09458	Not Active	09517	Not Active	09575	B4	09634	Not Active
09459	B-B4-C-C1-U	09518	Not Active	09576	B4	09635	Not Active
09460	Not Active	09519	Not Active	09577	B4	09636	Not Active
09461	B-B4-C-C1-U	09520	Not Active	09578	B4	09637	Not Active
09462	Not Active	09521	Not Active	09579	B4	09638	Not Active
09463	B-B4-C-C1-U	09522	Not Active	09580	B4	09639	Not Active
09464	B-B4-C-C1-U	09523	Not Active	09581	B4	09640	Not Active
09465	B-B4-C-C1-U3-Y	09524	Not Active	09582	B4	09641	Not Active
09466	Not Active	09525	Not Active	09583	Not Active	09642	B-B4-U-N

APO/ FPO	See Restrictions
09643	B-B4-U
09644	B4-U
09645	B4-U
09646	Not Active
09647	B-B4-N-U
09648	Not Active
09649	Not Active
09650	Not Active
09651	Not Active
09652	Not Active
09653	Not Active
09654	Not Active
09655	Not Active
09656	Not Active
09657	Not Active
09658	Not Active
09659	Not Active
09660	Not Active
09661	Not Active
09662	Not Active
09663	Not Active
09664	Not Active
09665	Not Active
09666	Not Active
09667	Not Active
09668	Not Active
09669	Not Active
09670	Not Active
09671	Not Active
09672	Not Active
09673	Not Active
09674	Not Active
09675	Not Active
09676	Not Active
09677	Not Active
09678	Not Active
09679	Not Active
09680	Not Active
09681	Not Active
09682	Not Active
09683	Not Active
09684	Not Active
09685	Not Active
09686	Not Active
09687	Not Active
09688	Not Active
09689	Not Active
09690	Not Active
09691	Not Active
09692	Not Active
09693	Not Active
09694	Not Active
09695	Not Active
09696	Not Active
09697	Not Active
09698	Not Active
09699	Not Active
09701	Not Active
09702	Not Active
09703	B1-B4-C-F1
09704	B-B4-C-D
09705	B1-B4
09706	B-B4-C-D-U
09707	B-B4-C-D-U-N
09708	B1-B4
09709	Not Active
09710	Not Active
09711	Not Active
09712	Not Active
09713	B1-B4-C-F1
09714	B-B4
09715	B-B4-F1
09716	B-B4-C-D-N-U
09717	B-B4-M-W
09718	B-B4-F-I-N-U
09719	Not Active
09720	B-B4-U
09721	B-B4-N-U
09722	B-B4-C-D-N-U
09723	B-B4-N-U
09724	B-B4
09725	B4-C
09726	B-B4-N-U
09727	Not Active
09728	B4-C
09729	B4-C
09730	Not Active
09731	Not Active
09732	B4
09733	B1-B4-I
09734	B1-B4-I
09735	Not Active
09736	Not Active
09737	Not Active
09738	Not Active
09739	Not Active
09740	Not Active
09741	Not Active
09742	Not Active
09743	Not Active
09744	Not Active
09745	Not Active
09746	Not Active
09747	Not Active
09748	Not Active
09749	Not Active
09750	Not Active
09751	Not Active
09752	Not Active
09753	Not Active
09754	Not Active
09755	Not Active
09756	Not Active
09757	Not Active
09758	Not Active
09759	Not Active
09760	Not Active
09761	Not Active
09762	Not Active
09763	Not Active
09764	Not Active
09765	Not Active
09766	Not Active
09767	Not Active
09768	Not Active
09769	Not Active
09770	Not Active
09771	Not Active
09772	Not Active
09773	Not Active
09774	Not Active
09775	Not Active
09776	Not Active
09777	A-B-B4-C-E1-N
09778	Not Active
09779	A-B1-B4-C1-F-R
09780	A-B1-B4-C1-F-R
09781	A-B1-B4-C1-F-R
09782	A-B1-B4-C1-F-R
09783	A-B1-B4-C1-F-I-N-R
09784	Not Active
09785	A-B1-B4-C1-F-I-N-R
09786	A-B1-B4-C1-F-I-N-R
09787	A-B1-B4-C1-F-I-N-R
09788	A-B1-B4-C1-F-R
09789	A-B1-B4-C1-F-R
09790	A-B1-B4-C1-F-I-N-R
09791	A-B1-B4-C1-E1-F-I-M-N-R
09792	B-B4-C-F-U
09793	A-B1-B4-C1-F-R
09794	A-B1-B4-C1-F-R
09795	A-B1-B4-C1-F-I-N-R
09796	A-B1-B4-C1-F-I-N-R
09797	Not Active
09798	Not Active
09799	Not Active
09801	Not Active
09802	B-B4-E2-F-H1-R-R1-U1
09803	B-B4-E2-F-H1-R-R1-U1
09804	B-B4-E2-F-H1-R-R1-U1
09805	B-B4-E2-F-H1-R-R1-U1
09806	Not Active
09807	Not Active
09808	B-B4-E2-F-H1-R-R1-U1
09809	B-B4-E2-F-H1-R-R1-U1
09810	B-B4-E2-F-H1-R-R1-U1
09811	B-B4-E2-F-H1-R-R1-U1
09812	B-B4-E2-E3-F-F1-I-N-R-U
09813	Not Active
09814	B-B4-E2-E3-F-F1-I-N-R-U
09815	B4-N
09816	Not Active
09817	Not Active
09818	Not Active
09819	A-B1-B4-F-P
09820	Not Active
09821	A-B1-B4-F
09822	A-B1-B4-F
09823	A-B1-B4-F
09824	A-B1-B4-F
09825	A-B1-B4-F
09826	Not Active
09827	A-B1-B4-F
09828	B4-I-N
09829	B4-I-N
09830	B-B4-C
09831	B4-F-N
09832	B1-B4-U1
09833	B1-B4-U1
09834	B4
09835	A-B1-B4
09836	A-B-B4-C-F-M
09837	Not Active
09838	Not Active
09839	A-B1-B4-U
09840	Not Active
09841	A-B1-B4
09842	A-B1-B4
09843	A-B1-B4
09844	Not Active
09845	Not Active
09846	Not Active
09847	Not Active
09848	Not Active
09849	Not Active
09850	Not Active
09851	Not Active
09852	B-B4-E2-F-H1-R-R1-U1
09853	B-B4-E2-F-H1-R-R1-U2
09854	A-B-B4-F-R-R1
09855	B-B4-F-H1-R-U1
09856	Not Active
09857	Not Active
09858	B-B4-E2-F-H1-R-R1-U1
09859	Not Active
09860	Not Active
09861	Not Active
09862	Not Active
09863	Not Active
09864	Not Active
09865	A-B1-B4
09866	B-B4-E2-F-H1-R-U1
09867	A-B-B4-F-R-R1
09868	A-B1-B4-U
09869	Not Active
09870	Not Active
09871	B-B4-E2-F-H1-R-U1
09872	B-B4-E2-F-H1-R-R1-U1

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09873	B-B4-E2-F-H1-R-R1-U2	09932	Not Active	09990	Not Active	34049	Not Active
09874	Not Active	09933	Not Active	09991	Not Active	34050	B4
09875	B-B4-E2-F-H1-R-R1-U2	09934	Not Active	09992	Not Active	34051	B4
09876	B-B4-E2-F-H1-R-R1-U2	09935	Not Active	09993	Not Active	34052	Not Active
09877	B-B4-E2-F-H1-R-R1-U2	09936	Not Active	09994	Not Active	34053	B4
09878	A-B1-B4-U	09937	Not Active	09995	Not Active	34054	Not Active
09879	B-B4-E2-F-H1-R-R1-U2	09938	Not Active	09996	Not Active	34055	B4-N
09880	B-B4-E2-F-H1-R-R1-U2	09939	Not Active	09997	Not Active	34056	Not Active
09881	B-B4-E2-F-H1-R-R1-U2	09940	Not Active	09998	Not Active	34057	Not Active
09882	B-B4-E2-F-H1-R-R1-U2	09941	Not Active	09999	Not Active	34058	B-B4
09883	B-B4-E2-F-H1-R-R1-U2	09942	Not Active	34001	B-B4-U	34059	Not Active
09884	B-B4-E2-F-H1-R-R1-U2	09943	Not Active	34002	B-B4-U	34060	Not Active
09885	B-B4-E2-F-H1-R-R1-U2	09944	Not Active	34003	B-B4-U	34061	B-B4-U
09886	B-B4-E2-F-H1-R-R1-U2	09945	Not Active	34004	B-B4-U	34062	Not Active
09887	B-B4-E2-F-H1-R-R1-U2	09946	Not Active	34005	B-B4-U	34063	Not Active
09888	B-B4-E2-F-H1-R-R1-U2	09947	Not Active	34006	B-B4	34064	Not Active
09889	B-B4-E2-F-H1-R-R1-U2	09948	Not Active	34007	B-B4-U	34065	Not Active
09890	B-B4-E2-F-H1-R-R1-U2	09949	Not Active	34008	Not Active	34066	Not Active
09891	B-B4-E2-F-H1-R-R1-U2	09950	Not Active	34009	B-B4	34067	Not Active
09892	A-B-B4-F-R-R1	09951	Not Active	34010	Not Active	34068	Not Active
09893	B-B4-E2-F-H1-R-R1-U2	09952	Not Active	34011	B-B4	34069	Not Active
09894	B-B4-E2-F-H1-R-R1-U1	09953	Not Active	34012	B-B4-U	34070	Not Active
09895	B-B4-E2-F-H1-R-R1-U2	09954	Not Active	34013	Not Active	34071	Not Active
09896	B-B4-E2-F-H1-R-R1-U2	09955	Not Active	34014	Not Active	34072	Not Active
09897	B4	09956	Not Active	34015	Not Active	34073	Not Active
09898	B-B4-E2-F-H1-R-R1-U2	09957	Not Active	34016	Not Active	34074	Not Active
09899	B4-F-N	09958	Not Active	34017	Not Active	34075	Not Active
09901	Not Active	09959	Not Active	34018	Not Active	34076	Not Active
09902	Not Active	09960	Not Active	34019	Not Active	34077	B4-Y
09903	Not Active	09961	Not Active	34020	B-B4-M-N	34078	Not Active
09904	Not Active	09962	Not Active	34021	B4-M-N	34079	Not Active
09905	Not Active	09963	Not Active	34022	B-B4-D-F-M	34080	Not Active
09906	Not Active	09964	Not Active	34023	B-B4-M-N	34081	Not Active
09907	Not Active	09965	Not Active	34024	B-B4-M-N	34082	Not Active
09908	Not Active	09966	Not Active	34025	B-B4-F-N-U	34083	Not Active
09909	Not Active	09967	Not Active	34026	Not Active	34084	Not Active
09910	Not Active	09968	Not Active	34027	Not Active	34085	Not Active
09911	Not Active	09969	Not Active	34028	Not Active	34086	B4
09912	Not Active	09970	Not Active	34029	Not Active	34087	Not Active
09913	Not Active	09971	Not Active	34030	B-B4-I-M	34088	Not Active
09914	Not Active	09972	Not Active	34031	B-B4-M-N	34089	Not Active
09915	Not Active	09973	Not Active	34032	B4-M-N	34090	B4
09916	Not Active	09974	Not Active	34033	B4-C-F-M-N	34091	B4
09917	Not Active	09975	Not Active	34034	B1-B4-M-N	34092	B4
09918	Not Active	09976	Not Active	34035	B1-B4-H-M-N	34093	B4
09919	Not Active	09977	Not Active	34036	B4-M-N	34094	Not Active
09920	Not Active	09978	Not Active	34037	B-B4-C-F-H-I-M-N	34095	B4
09921	Not Active	09979	Not Active	34038	B-B4-I-M-N	34096	Not Active
09922	Not Active	09980	Not Active	34039	B4-N	34097	Not Active
09923	Not Active	09981	Not Active	34040	B4	34098	B4
09924	Not Active	09982	Not Active	34041	B-B4-M-N-U	34099	B4
09925	Not Active	09983	Not Active	34042	B-B4-D-F-M	96201	A-B-B4
09926	Not Active	09984	Not Active	34043	Not Active	96202	A-B-B4
09927	Not Active	09985	Not Active	34044	B-B4-U	96203	A-B-B4
09928	Not Active	09986	Not Active	34045	Not Active	96204	A-B-B4
09929	Not Active	09987	Not Active	34046	Not Active	96205	A-B-B4-U
09930	Not Active	09988	Not Active	34047	Not Active	96206	A-B-B4-U
09931	Not Active	09989	Not Active	34048	Not Active	96207	A-B-B4

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96208	A-B-B4-U	96266	A-B-B4-U	96325	B-B4-M-W	96383	Not Active
96209	Not Active	96267	A-B-B4-U	96326	B-B4-M-W	96384	B-B4-M-W
96210	Not Active	96268	Not Active	96327	Not Active	96385	Not Active
96211	Not Active	96269	A-B-B4-U	96328	B-B4-M-W	96386	B-B4-M-W
96212	A-B-B4-U	96270	Not Active	96329	Not Active	96387	B-B4-M-W
96213	Not Active	96271	A-B-B4-U	96330	B-B4-M-W	96388	B-B4-M-W
96214	A-B-B4-U	96272	Not Active	96331	Not Active	96389	Not Active
96215	A-B-B4-U	96273	Not Active	96332	Not Active	96390	Not Active
96216	Not Active	96274	Not Active	96333	Not Active	96391	Not Active
96217	A-B-B4-U	96275	A-B-B4	96334	Not Active	96392	Not Active
96218	A-B-B4-U	96276	A-B-B4	96335	Not Active	96393	Not Active
96219	A-B-B4-U	96277	Not Active	96336	B-B4-M-W	96394	Not Active
96220	A-B-B4-U	96278	A-B-B4-U	96337	B-B4-M-W	96395	Not Active
96221	A-B-B4-U	96279	Not Active	96338	B-B4-M-W	96396	Not Active
96222	Not Active	96280	Not Active	96339	B-B4-M-W	96397	Not Active
96223	Not Active	96281	Not Active	96340	Not Active	96398	Not Active
96224	A-B-B4-U	96282	Not Active	96341	Not Active	96399	Not Active
96225	Not Active	96283	A-B-B4-U	96342	Not Active	96401	Not Active
96226	Not Active	96284	A-B-B4-U	96343	B-B4-M-W	96402	Not Active
96227	Not Active	96285	Not Active	96344	Not Active	96403	Not Active
96228	Not Active	96286	Not Active	96345	Not Active	96404	Not Active
96229	Not Active	96287	Not Active	96346	Not Active	96405	Not Active
96230	Not Active	96288	Not Active	96347	B-B4-M-W	96406	Not Active
96231	Not Active	96289	Not Active	96348	B-B4-M-W	96407	Not Active
96232	Not Active	96290	Not Active	96349	B-B4-M-W	96408	Not Active
96233	Not Active	96291	Not Active	96350	B-B4-M-W	96409	Not Active
96234	Not Active	96292	Not Active	96351	Not Active	96410	Not Active
96235	Not Active	96293	Not Active	96352	Not Active	96411	Not Active
96236	Not Active	96294	Not Active	96353	Not Active	96412	Not Active
96237	Not Active	96295	Not Active	96354	Not Active	96413	Not Active
96238	Not Active	96296	Not Active	96355	Not Active	96414	Not Active
96239	Not Active	96297	A-B-B4-U	96356	Not Active	96415	Not Active
96240	Not Active	96298	Not Active	96357	Not Active	96416	Not Active
96241	Not Active	96299	Not Active	96358	Not Active	96417	Not Active
96242	Not Active	96301	Not Active	96359	Not Active	96418	Not Active
96243	Not Active	96302	Not Active	96360	Not Active	96419	Not Active
96244	Not Active	96303	Not Active	96361	Not Active	96420	Not Active
96245	Not Active	96304	Not Active	96362	B-B4-M-W	96421	Not Active
96246	Not Active	96305	Not Active	96363	Not Active	96422	Not Active
96247	Not Active	96306	B-B4-M-W	96364	B-B4-L-M-W	96423	Not Active
96248	Not Active	96307	Not Active	96365	B-B4-M-W	96424	Not Active
96249	Not Active	96308	Not Active	96366	Not Active	96425	Not Active
96250	Not Active	96309	B-B4-M-W	96367	B-B4-L-M-W	96426	Not Active
96251	A-B-B4-U	96310	B-B4-M-W	96368	B-B4-M-W	96427	Not Active
96252	Not Active	96311	Not Active	96369	Not Active	96428	Not Active
96253	Not Active	96312	Not Active	96370	B-B4-M-W	96429	Not Active
96254	Not Active	96313	B-B4-M-W	96371	Not Active	96430	Not Active
96255	Not Active	96314	Not Active	96372	B-B4-M-W	96431	Not Active
96256	Not Active	96315	Not Active	96373	B-B4-M-W	96432	Not Active
96257	A-B-B4-U	96316	Not Active	96374	B-B4-M-W	96433	Not Active
96258	A-B-B4-U	96317	Not Active	96375	B-B4-M-W	96434	Not Active
96259	A-B-B4-U	96318	Not Active	96376	B-B4-M-W	96435	Not Active
96260	A-B-B4-U	96319	B-B4-M-W	96377	B-B4-M-W	96436	Not Active
96261	Not Active	96320	Not Active	96378	B-B4-M-W	96437	Not Active
96262	A-B-B4-U	96321	B-B4-M-W	96379	B-B4-M-W	96438	Not Active
96263	Not Active	96322	B-B4-M-W	96380	Not Active	96439	Not Active
96264	A-B-B4-U	96323	B-B4-M-W	96381	Not Active	96440	B-B4-F
96265	Not Active	96324	Not Active	96382	Not Active	96441	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96442	Not Active	96501	Not Active	96559	Not Active	96618	B4
96443	Not Active	96502	Not Active	96560	Not Active	96619	Not Active
96444	Not Active	96503	Not Active	96561	Not Active	96621	B4
96445	Not Active	96504	Not Active	96562	Not Active	96622	B4
96446	Not Active	96505	B4	96563	Not Active	96623	B4
96447	Not Active	96506	B4	96564	Not Active	96624	B4
96448	Not Active	96507	Not Active	96565	Not Active	96625	B4
96449	Not Active	96508	B4	96566	Not Active	96626	Not Active
96450	Not Active	96509	Not Active	96567	Not Active	96627	B4
96451	Not Active	96510	Not Active	96568	Not Active	96628	B4
96452	Not Active	96511	B1-B4-I-N	96569	Not Active	96629	B4
96453	Not Active	96512	Not Active	96570	Not Active	96630	Not Active
96454	Not Active	96513	Not Active	96571	Not Active	96631	Not Active
96455	Not Active	96514	Not Active	96572	Not Active	96632	Not Active
96456	Not Active	96515	Not Active	96573	Not Active	96633	Not Active
96457	Not Active	96516	B4	96574	Not Active	96634	B4
96458	Not Active	96517	B-B4-F-U3	96575	Not Active	96635	B4
96459	Not Active	96518	B4	96576	Not Active	96636	Not Active
96460	Not Active	96519	Not Active	96577	Not Active	96637	Not Active
96461	Not Active	96520	B4-F-U3	96578	Not Active	96638	Not Active
96462	Not Active	96521	B4-F	96579	Not Active	96639	Not Active
96463	Not Active	96522	B4-F-U	96580	Not Active	96640	Not Active
96464	B4	96523	Not Active	96581	Not Active	96641	Not Active
96465	Not Active	96524	Not Active	96582	Not Active	96642	B4
96466	Not Active	96525	Not Active	96583	Not Active	96643	B4
96467	Not Active	96526	Not Active	96584	Not Active	96644	Not Active
96468	Not Active	96527	Not Active	96585	Not Active	96645	Not Active
96469	Not Active	96528	Not Active	96586	Not Active	96646	Not Active
96470	Not Active	96529	Not Active	96587	Not Active	96647	Not Active
96471	Not Active	96530	A-B-B4-H-M-N-U	96588	Not Active	96648	Not Active
96472	Not Active	96531	B-B4-H-M	96589	Not Active	96649	Not Active
96473	Not Active	96532	Not Active	96590	Not Active	96650	Not Active
96474	Not Active	96533	Not Active	96591	Not Active	96651	Not Active
96475	Not Active	96534	A-B4-F	96592	Not Active	96652	Not Active
96476	Not Active	96535	A-B-B4-F	96593	Not Active	96653	Not Active
96477	Not Active	96536	B3-B4	96594	Not Active	96654	Not Active
96478	Not Active	96537	B3-B4	96595	Not Active	96655	Not Active
96479	Not Active	96538	B3-B4	96596	Not Active	96656	Not Active
96480	Not Active	96539	B3-B4	96597	Not Active	96657	B4
96481	Not Active	96540	B3-B4	96598	B4	96658	Not Active
96482	Not Active	96541	B3-B4	96599	B4	96659	Not Active
96483	Not Active	96542	B3-B4	96601	B4	96660	B4
96484	Not Active	96543	B3-B4-P	96602	B4	96661	B4
96485	Not Active	96544	Not Active	96603	B4	96662	B4
96486	Not Active	96545	Not Active	96604	B4	96663	B4
96487	Not Active	96546	B4-F-U3	96605	B4-O	96664	B4
96488	Not Active	96547	B4-F-U3	96606	B4	96665	B4
96489	Not Active	96548	A-B-B4-H-M-U	96607	B4	96666	B4
96490	Not Active	96549	A-B-B4-H-M-U	96608	B4	96667	B4
96491	Not Active	96550	Not Active	96609	B4	96668	B4
96492	Not Active	96551	A-B-B4-H-M-U	96610	B4	96669	B4
96493	Not Active	96552	A-B-B4-H-M-U	96611	B4	96670	B4
96494	Not Active	96553	A-B-B4-H-I-M-N-U	96612	B4	96671	B4
96495	Not Active	96554	A-B-B4-H-M-U	96613	Not Active	96672	B4
96496	Not Active	96555	B-B4-F-M	96614	Not Active	96673	B4
96497	Not Active	96556	B4	96615	Not Active	96674	B4
96498	Not Active	96557	B-B4-F-M	96616	Not Active	96675	B4
96499	Not Active	96558	B4	96617	Not Active	96676	B4

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96677	B4	98709	Not Active	98740	Not Active	98770	Not Active
96678	B4	98710	Not Active	98741	Not Active	98771	Not Active
96679	B4	98711	Not Active	98742	Not Active	98772	Not Active
96680	Not Active	98712	Not Active	98743	Not Active	98773	Not Active
96681	B4	98713	Not Active	98744	Not Active	98774	Not Active
96682	B4	98714	Not Active	98745	Not Active	98775	Not Active
96683	B4	98715	Not Active	98746	Not Active	98776	Not Active
96684	B4	98716	Not Active	98747	Not Active	98777	Not Active
96685	Not Active	98717	Not Active	98748	Not Active	98778	Not Active
96686	B4	98718	Not Active	98749	Not Active	98779	Not Active
96687	B4	98719	Not Active	98750	Not Active	98780	Not Active
96688	Not Active	98720	Not Active	98751	Not Active	98781	Not Active
96689	Not Active	98721	Not Active	98752	Not Active	98782	Not Active
96690	Not Active	98722	Not Active	98753	Not Active	98783	Not Active
96691	Not Active	98723	Not Active	98754	Not Active	98784	Not Active
96692	Not Active	98724	Not Active	98755	Not Active	98785	Not Active
96693	Not Active	98725	Not Active	98756	Not Active	98786	Not Active
96694	Not Active	98726	Not Active	98757	Not Active	98787	Not Active
96695	Not Active	98727	Not Active	98758	Not Active	98788	Not Active
96696	Not Active	98728	Not Active	98759	Not Active	98789	Not Active
96697	B4	98729	Not Active	98760	Not Active	98790	Not Active
96698	B4	98730	Not Active	98761	Not Active	98791	Not Active
96699	Not Active	98731	Not Active	98762	Not Active	98792	Not Active
98701	Not Active	98732	Not Active	98763	Not Active	98793	Not Active
98702	Not Active	98733	Not Active	98764	Not Active	98794	Not Active
98703	Not Active	98734	Not Active	98765	Not Active	98795	Not Active
98704	Not Active	98735	Not Active	98766	Not Active	98796	Not Active
98705	Not Active	98736	Not Active	98767	Not Active	98797	Not Active
98706	Not Active	98737	Not Active	98768	Not Active	98798	Not Active
98707	Not Active	98738	Not Active	98769	Not Active	98799	Not Active
98708	Not Active	98739	Not Active				

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Table 2. Contingency Military ZIP Codes

Acceptance Clerks. The 9-digit APO/FPO ZIP Codes listed in Table 2 are assigned to support the military in time of war or other emergency. Use Table 2 with the integrated retail terminal (IRT) to determine whether an APO/FPO Contingency ZIP Code is authorized for use in response to a declared emergency, its duration, and which conditions of mailing apply.

APO/FPO	Effective Dates	See Restrictions	APO/FPO	Effective Dates	See Restrictions
09301-0001	Not Active		09320-2210	Active	A-B1-B4-F-F1-I-R
09301-1080	Not Active		09320-2230	Active	A-B1-B4-F-F1-I-R
09301-1180	Not Active		09320-2280	Active	A-B1-B4-F-F1-I-R
09301-1210	Not Active		09320-4080	Active	A-B1-B4-F-F1-I-R
09301-1280	Active	A-B1-B4-F-F1-I-R	09320-9230	Not Active	
09301-3080	Not Active		09321-1110	Not Active	
09301-3110	Not Active		09321-1120	Not Active	
09301-3120	Not Active		09329-2010	Not Active	
09301-3130	Not Active		09329-3470	Not Active	
09301-3140	Not Active		09330-9110	Not Active	
09301-3180	Not Active		09330-9130	Not Active	
09301-3190	Not Active		09330-9310	Not Active	
09301-3210	Not Active		09331-0001	Active	B-B4-E2-F-H1-R-R1-U2
09301-3220	Not Active		09331-2080	Not Active	
09301-3230	Not Active		09331-2121	Not Active	
09301-3240	Not Active		09331-2130	Not Active	
09301-3280	Not Active		09331-2210	Not Active	
09301-3290	Not Active		09331-2330	Not Active	
09301-3310	Active	A-B1-B4-F-F1-I-R	09331-2390	Not Active	
09301-3320	Active	A-B1-B4-F-F1-I-R	09331-3380	Not Active	
09301-3330	Active	A-B1-B4-F-F1-I-R	09331-5020	Not Active	
09301-3340	Active	A-B1-B4-F-F1-I-R	09331-5330	Not Active	
09301-3380	Active	A-B1-B4-F-F1-I-R	09331-6110	Not Active	
09301-3390	Active	A-B1-B4-F-F1-I-R	09331-6120	Not Active	
09301-3820	Not Active		09331-6130	Not Active	
09301-3850	Not Active		09331-6140	Not Active	
09301-3930	Not Active		09331-6180	Not Active	
09301-4220	Not Active		09331-6190	Not Active	
09301-4230	Not Active		09331-6320	Not Active	
09301-4320	Not Active		09331-6330	Not Active	
09301-4510	Active	B4	09331-9480	Not Active	
09301-5810	Not Active		09332-0310	Not Active	
09301-7120	Active	A-B1-B4-F-F1-I-R	09332-0320	Not Active	
09301-7440	Not Active		09332-0340	Not Active	
09301-7710	Active	A-B1-B4-F-F1-I-R	09332-0380	Not Active	
09301-7790	Active	A-B1-B4-F-F1-I-R	09332-0390	Not Active	
09301-8580	Active	A-B1-B4-F-F1-I-R	09332-1380	Not Active	
09301-9010	Not Active		09332-6080	Not Active	
09301-9040	Active	A-B1-B4-F-F1-I-R	09334-0310	Not Active	
09310-7020	Active	B4	09334-0320	Not Active	
09310-7030	Active	A-B1-B4-F-F1-I-R	09334-0330	Not Active	
09310-7080	Not Active		09334-0340	Not Active	
09310-9480	Not Active		09334-0390	Not Active	
09317-1180	Not Active		09334-3080	Active	B-B4-E2-F-H1-R-R1-U2
09320-2080	Active	A-B1-B4-F-F1-I-R	09334-3330	Active	B-B4-E2-F-H1-R-R1-U2

APO/FPO	Effective Dates	See Restrictions	APO/FPO	Effective Dates	See Restrictions
09334-3340	Active	B-B4-E2-F-H1-R-R1-U2	09372-0004	Active	A-B1-B4-F-F1-I-R
09334-5130	Active	B-B4-E2-F-H1-R-R1-U2	09380-0001	Not Active	
09334-6210	Not Active		09380-0920	Not Active	
09334-6230	Not Active		09380-9010	Not Active	
09334-9050	Not Active		09380-9120	Active	A-B1-B4-F-F1-I-R
09334-9210	Active	B-B4-E2-F-H1-R-R1-U2	09380-9180	Not Active	
09334-9220	Not Active		09381-1080	Not Active	
09334-9230	Active	B-B4-E2-F-H1-R-R1-U2	09381-1130	Not Active	
09334-9290	Active	B-B4-E2-F-H1-R-R1-U2	09381-1220	Not Active	
09334-9320	Not Active		09381-6180	Not Active	
09334-9480	Active	B4	09381-9091	Not Active	
09334-9920	Active	B-B4-E2-F-H1-R-R1-U2	09381-9130	Not Active	
09335-0410	Not Active		09382-2080	Not Active	
09335-0710	Not Active		09382-2120	Not Active	
09335-0790	Active	B4	09382-2210	Not Active	
09335-9010	Not Active		09382-3130	Not Active	
09335-9030	Not Active		09382-3210	Not Active	
09335-9320	Not Active		09382-3220	Not Active	
09336-0960	Not Active		09382-3230	Not Active	
09336-2110	Not Active		09382-3240	Not Active	
09336-2120	Not Active		09382-3280	Not Active	
09336-2130	Not Active		09382-3290	Not Active	
09336-2170	Not Active		09383-0080	Not Active	
09336-2190	Not Active		09383-0210	Not Active	
09336-2210	Not Active		09383-0220	Not Active	
09336-2220	Not Active		09383-0230	Not Active	
09336-2230	Not Active		09383-0280	Not Active	
09336-2270	Not Active		09383-0310	Not Active	
09336-2280	Not Active		09383-0380	Not Active	
09336-2290	Not Active		09383-0390	Not Active	
09336-2320	Not Active		09383-0510	Not Active	
09336-9210	Active	A-B1-B4-F-F1-I-R	09383-2080	Not Active	
09336-9310	Not Active		09383-2310	Not Active	
09337-0950	Active	B4	09383-2320	Not Active	
09337-2110	Active	B4	09383-2330	Not Active	
09337-2120	Active	B4	09383-2380	Not Active	
09337-2130	Active	B4	09383-2390	Not Active	
09337-2180	Active	B4	09383-4220	Not Active	
09337-2190	Active	B4	09383-9120	Not Active	
09337-6010	Active	B4	09383-9420	Not Active	
09337-6020	Active	A-B1-B4-F-F1-I-R	09383-9430	Not Active	
09337-6030	Active	B4	09383-9480	Not Active	
09337-6080	Not Active		09383-9490	Not Active	
09337-6280	Active	B4	09383-9990	Active	A-B1-B4-F-F1-I-R
09337-6290	Active	B4	09384-6310	Not Active	
09339-9060	Not Active		09384-9710	Not Active	
09339-9680	Not Active		09384-9720	Not Active	
09360-0005	Active	B4-I-N	09384-9730	Not Active	
09361-0001	Not Active		09384-9780	Not Active	
09370-0001	Not Active		09385-1140	Not Active	
09371-0001	Active	A-B1-B4-F-F1-I-R	09385-1310	Not Active	

APO/FPO	Effective Dates	See Restrictions	APO/FPO	Effective Dates	See Restrictions
09385-1320	Not Active		09389-3320	Active	A-B1-B4-F-F1-I-R
09385-1410	Not Active		09389-9010	Not Active	
09385-1430	Not Active		09391	Active	B4-X
09385-1480	Not Active		09392	Active	B4
09385-1490	Not Active		09393	Not Active	
09389-1180	Not Active		09394	Not Active	
09389-2110	Not Active		09395	Not Active	
09389-2120	Not Active		09396	Active	A-B1-B4-F
09389-2150	Active	A-B1-B4-F-F1-I-R	09397	Active	A-B-B4-C1-F-R
09389-2210	Active	A-B1-B4-F-F1-I-R	09398	Active	B4
09389-2240	Active	A-B1-B4-F-F1-I-R	09399	Active	B-B4-C-D-U
09389-2580	Active	A-B1-B4-F-F1-I-R			

Continued next page

RESTRICTIONS

LEGEND

Form 2966-A, *Parcel Post Customs Declaration—United States of America* (one-part customs declaration)

Form 2966-B, *Parcel Post Customs Declaration and Dispatch Note* (three-part customs declaration)

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

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

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

B. Form 2966-A is required. Prepaid mail from a contractor addressed to a military organization for official use need not bear a customs declaration, but must be endorsed "Contents for Official Use—Exempt from Customs Requirement." Official mail from government agencies does not require a customs declaration or an exemption endorsement.

B1. Form 2966-B is required. Articles are liable for customs duty and/or purchase tax unless they are bona fide gifts intended for use by military personnel or their dependents. When the contents of a parcel meet these requirements, the mailer must endorse the customs form, "Certified to be a bona fide gift, personal effects, or items for personal use of military personnel and dependents," under the heading, Description of Contents.

B2. Form 2966-A is required except on official mail, which does not require customs declaration or exemption endorsement. The AAFES will furnish a computer listing of all items mailed from its activities to Philippine APOs. Other mail order companies must either use Form 2966-A on each item or provide computer lists. Computer listings must include a description of the items, the dollar values of the items, and complete address including the PSC box number and APO of the addressee, the date of mailing, the insurance registry number, if applicable, and the serial number of any item over $25 in value and any electrical item with a plug over $15 in value.

B3. Form 2966-A is required for mailing between MPOs. Prepaid mail from contractors addressed to a military organization for official use need not bear a customs declaration, but must be endorsed "Contents for Official Use—Exempt from Customs Requirement." Official mail from government agencies does not require a customs declaration or exemption endorsement.

B4. Form 2976 or 2976-A is required for all mail weighing over 16 ounces. Prepaid mail from contractors addressed to a military organization for official use need not bear customs declaration, but must be endorsed, "Contents for Official Use—Exempt from Customs Requirement." Official mail from government agencies does not require customs declaration or exemption endorsement.

C. Cigarettes and other tobacco products are prohibited.

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

D. Coffee is prohibited.

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

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

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

F. Firearms of any type are prohibited in all classes of mail. See definitions of firearms in DMM C022.1.1. This restriction does not apply to firearms mailed to or by official U.S. government agencies.

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

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

G. Only First-Class letters, second- and third-class mail are authorized.

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

H1. Pork or pork by-products are prohibited.

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

Length

42″ . . . . . 72″ length and girth combined

over 42″ to 44″ . . . . . 24″ girth

over 44″ to 46″ . . . . . 20″ girth

over 46″ to 48″ . . . . . 16″ girth

Maximum length 48″

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

K. Mail that includes in the address the words, "Dependent Mail Section," may consist only of letter mail, newspapers, magazines, and books. No parcel of any class containing any other matter may be mailed to the Dependent Mail section. This restriction does not apply if the address does not include the words "Dependent Mail Section."

L. All official mail is prohibited.

M. Fruits, animals, and living plants are prohibited.

N. Registered mail is prohibited.

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

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

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

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

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

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

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

U1. Mail is limited to First-Class Mail weighing 11 ounces or less when addressed to Box R. This restriction does not apply to mail endorsed "Free Matter for the Blind or Handicapped." Videotapes are prohibited when addressed to Box R, regardless of weight.

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

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

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

X. Personal mail is limited to First-Class Mail (to include audio cassettes and voice tapes) weighing 11 ounces or less. This limitation does not apply to official mail.

Y. Mail is limited to First-Class and Priority Mail only. All second-class, third-class, and fourth-class mail (including SAM and PAL) are not authorized. This restriction also applies to official mail.

—International and Military Mail Operations, International Business, 5-23-96

FRAUD ALERT

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 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.

005126	016064	021790	029382	055083	064444	075648	091210	096377	102668	110811	114456	146435
005164	016129	021816	029413	055090	064513	075823	091485	096413	102727	110815	114460	146488
005421	016300	021982	029491	055101	064545	075859	091709	096434	102819	111125	114462	146519
005442	016415	021990	029510	055125	064650	076304	091902	096493	102967	111175	114470	146532
005482	016479	022010	029667	055156	064723	076355	091940	096532	102999	111179	114471	146597
005516	016710	022012	029669	055176	064758	076458	092182	096546	103220	111183	114501	146675
005714	018055	022042	029824	055191	064923	076580	092273	096559	103230	111202	114532	146709
005865	018100	022044	030011	055202	064977	076587	092470	096583	103503	111225	114573	150052
005965	018132	022221	030044	055215	065100	076662	092540	096676	103668	111262	114577	150077
006017	018141	022355	030049	055222	065202	076773	093105	096679	103803	111266	114578	151023
006084	018163	022371	030052	056015	065304	076858	093274	096736	103902	111312	114580	151179
006102	018170	022389	030053	056064	065312	076884	093349	096752	103935	111313	114581	152029
006137	018183	022441	030134	057026	065356	076926	093439	096825	103960	111352	114587	152036
006297	018234	022458	030172	060015	065455	077082	093459	096850	103962	111380	115059	152205
006735	018364	022567	030173	060102	065626	077280	093504	096864	104072	111405	115125	152235
006814	018414	022581	030217	060114	065862	077323	093522	096876	104170	111526	115135	152236
006986	018558	022755	030315	060127	066120	077404	093547	096889	104319	111563	115381	152243
007047	018571	022758	030339	060137	066139	077599	093576	096907	104410	111607	115679	152330
007197	018577	022849	030417	060162	066249	077716	093577	097036	104428	111646	115744	152642
007232	018684	022851	031024	060214	066361	077734	093581	097131	104491	111704	115906	152766
008240	018783	022864	031035	060234	066392	077872	093592	097166	104527	111705	115921	152769
008389	018818	022868	031092	060265	067005	078056	093648	097198	104539	111728	115990	152930
008488	018959	022878	031139	060323	067130	078068	093789	097242	104549	111758	115999	153049
008569	018998	022946	031203	060341	067147	078082	093791	097278	104558	111784	117375	156091
008673	019063	023077	037046	060427	067149	078164	093796	097295	104583	111792	117719	156218
009077	019082	023121	038029	060429	068026	078442	094020	097302	105272	111823	117739	159117
009137	019121	023213	038061	060431	068118	078913	094057	097345	105580	111946	117943	159244
009160	019127	023226	038063	060499	068212	079158	094099	097360	105662	112170	117980	165037
009177	019130	023440	038110	060576	068303	079649	094145	097399	105780	112333	118356	165056
009271	019202	023470	038216	060600	068318	080081	094260	097458	106454	112435	118393	165061
009674	019251	023528	038239	060649	068444	080130	094344	097469	106537	112865	118546	170154
009726	019279	023536	038281	060710	068518	080164	094378	097493	106564	112947	118747	170310
009729	019333	023566	038309	060737	068614	080393	094455	097498	107070	112976	118922	171191
009809	019388	025003	038405	060778	068638	080574	094472	097500	107131	113028	119285	171284
009821	019401	026018	038413	061073	069021	080575	094480	097504	107225	113043	119338	175066
009872	019404	026024	039007	061082	069126	080644	094578	097546	108112	113075	119357	176077
009929	019428	026091	039013	061087	069134	085220	094716	097576	108150	113180	119377	178029
010340	019600	026101	040101	061090	069194	085639	094796	097596	108159	113199	119483	180030
010351	019692	026362	040104	061091	069304	085655	094860	097622	108365	113302	120179	180059
010609	019722	026392	040109	061115	069434	085664	094898	097641	108439	113366	120256	181016
010657	019723	026451	041316	061159	069468	085936	095010	097663	108608	113606	120292	181039
010660	019742	026519	042042	061175	069577	088159	095015	097698	108685	113611	122230	181050
011139	019816	026560	044015	061234	069653	088393	095130	097710	108737	113681	123148	182007
011146	019874	027128	044025	061277	069711	088485	095221	097719	108742	113684	124007	184011
011195	019898	027417	044159	061303	069831	089195	095313	097725	108769	113744	125092	185021
011204	019976	027833	045303	061318	069862	089228	095398	097760	108804	113752	125413	186026
011324	020079	027919	046016	061352	069882	089485	095501	097771	109248	113756	132033	187077
012137	020123	027937	049052	061365	069898	089731	095549	097802	109264	113772	132235	191022
012182	020146	027984	049069	061406	070129	090029	095776	097830	109339	113791	132236	191040
012229	020165	028015	050036	061419	070289	090051	095791	**100164**	109361	113826	132432	191041
012247	020217	028098	051065	061456	070321	090109	095837	100767	109602	113864	134037	191106
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012331	020362	028563	052009	061558	070479	090218	095853	101260	109847	113973	142031	191194
014069	020416	028607	052047	061566	070694	090285	095922	101277	110197	113981	142039	191195
014534	020438	028788	053006	061576	070776	090287	095941	101450	110297	114126	142338	191272
014608	020448	028820	054101	061612	070974	090339	095958	101713	110388	114266	142421	191287
014637	020469	028889	054104	061615	071289	090427	096044	101773	110461	114267	142700	191297
014899	020473	029144	054164	061618	071309	090600	096066	101849	110485	114301	142833	191298
014960	021047	029221	054168	061648	071489	090620	096072	102032	110515	114336	142871	191343
015164	021103	029236	054170	061717	071585	090697	096198	102050	110552	114357	142923	191348
015184	021134	029305	054204	061779	071999	090772	096209	102385	110584	114407	142944	191354
015222	021218	029353	054222	064059	075161	090820	096344	102452	110675	114412	142962	191379
015376	021301	029364	055029	064153	075261	091020	096345	102500	110704	114426	142974	191461
015479	021752	029380	055062	064222	075529	091066	096374	102561	110733	114431	146376	191493

191541	207705	220863	286101	301595	306617	322586	333639	349995	405148	461049	488595	596519
191550	207708	221022	286104	301620	306623	322754	333654	352586	405167	462350	488959	598517
191578	207712	221034	286114	301640	306675	322831	333993	352604	405190	462400	489310	598531
191639	207713	221273	286129	301720	306696	323101	334656	352612	405205	462540	489343	598611
191747	207716	221346	286187	301818	306771	323143	334675	352632	407014	462565	489375	598612
191756	207733	221582	292315	301836	306851	323480	334722	352646	410181	462587	489378	**600066**
191777	207737	221595	292360	301965	306896	323573	334918	352685	410185	462596	489381	600141
191780	207741	222257	292367	302093	306935	324052	335248	352714	410237	462680	489437	600163
191858	207756	223328	292379	302143	306938	325094	335493	358500	411009	462810	490084	600290
191882	207784	223340	292515	302152	306980	325142	335640	361040	420062	463018	490164	600306
191914	207785	223372	292543	302174	311008	325205	335650	361223	425007	464085	490200	600324
191934	207819	225006	292576	302262	311028	325421	335686	361267	425300	464126	490569	600368
191962	208065	230010	292584	302290	311101	325613	335809	363027	425313	464155	492080	600370
192001	208249	232115	293281	302307	311142	326200	335813	364013	425321	464190	494165	600388
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Missing U.S. Money Order Forms — Do Not Cash

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

210 221 0548 to 210 221 0599
273 775 7700 to 273 775 7899
302 000 0000 to 302 123 9999
349 746 2056 to 2099
350 518 7350 to 7374
360 011 1690 to 1699
360 168 6008 to 6099
360 173 8800 to 8899
362 861 3064 to 3099
373 006 2176 to 2199
374 768 2600 to 2699
375 169 4400 to 4599
375 829 3400 to 3499
375 851 9100 to 9199
376 196 0911 to 0999
378 085 3679 to 3699
378 351 1063 to 1099
379 843 5100 to 5199
380 093 9600 to 9611
380 165 1165 to 1199
381 325 4500 to 4599
381 604 2510 to 2699
381 645 9525 to 9599
383 314 3968 to 3999
383 892 1000 to 1344
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384 925 3641 to 3654
385 568 2331 to 2399
385 599 7554 to 7575
385 774 2024 to 2099
386 624 1412 to 1599
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387 314 5574 to 5599
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420 758 9500 to 9699
420 969 3951 to 3971
420 969 3973 to 3999
421 116 3565 to 3599
421 130 9300 to 9399
421 313 4500 to 4999
421 364 5537 to 5599
421 656 2609 to 2699
421 988 9700 to 9799
422 172 4667 to 4699
422 484 4212 to 4299
422 556 1270 to 1299
422 587 7024 to 7099
422 819 7533 to 7599
422 842 5073 to 5087
422 907 7563 to 7599
424 500 6050 to 6099
424 641 8500 to 8599
424 871 6600 to 6699
425 298 2352 to 2399
425 418 4269 to 4299
425 418 4405 to 4499
426 547 4566 to 4599
427 412 6337 to 6499
427 481 0900 to 0999
428 027 2742 to 2752
429 474 4172 to 4199
429 889 2900 to 2999
430 150 4401 to 4599
430 172 9800 to 9899
430 177 1900 to 2099
430 444 9500 to 9699
430 664 4070 to 4099
432 168 8419 to 8499
432 708 6800 to 6999
432 744 1544 to 1599
432 995 9775 to 9799
433 003 5800 to 5899
433 757 3047 to 3099
433 765 4003 to 4099
434 482 7060 to 7199
434 513 2386 to 2399
434 968 3076 to 3092
435 303 1831 to 1842
435 303 1986 to 1999
435 666 6092 to 6399
436 082 6400 to 6899
436 160 6441 to 6499
437 316 7115 to 7199
437 427 0500 to 3499
439 179 2300 to 2346
439 179 2385 to 2399
439 310 0458 to 0499
440 698 1947 to 1999
440 858 6300 to 6399
440 858 6420 to 7299
441 199 1655 to 1699
443 127 3648 to 3699
443 127 4000 to 4099
443 673 7900 to 7999
443 800 9335 to 9399
444 382 8822 to 8899
444 390 1667 to 1699
444 457 3854 to 3899
450 048 4173 to 4199
450 048 4442 to 4699
450 560 5173 to 5199
450 620 3077 to 3099
450 620 3135 to 3199
450 780 2716 to 2799
450 801 2700 to 2799
451 109 2967 to 2984
451 115 4110 to 4125
451 115 4127 to 4199
452 265 0074 to 0099
452 265 0246 to 0299
452 265 0335 to 0999
452 509 1169 to 1199
452 855 6471 to 6499
452 890 4679 to 4799
452 900 8215 to 8238
453 117 9146 to 9199
453 334 3631 to 3699
453 603 7841 to 7891
453 650 1140 to 1199
453 741 1300 to 1399
454 013 2919 to 2999
454 186 2411 to 2499

454 268 4883 to 4899
454 302 5400 to 5499
454 490 8300 to 8399
454 547 7434 to 7499
454 922 4867 to 4895
455 221 1348 to 1499
455 364 2147 to 2199
455 399 5400 to 5499
455 476 0676 to 0699
455 543 0618 to 0699
456 410 9006 to 9099
456 470 4146 to 4299
456 619 4460 to 4499
457 333 2686 to 2699
457 729 1767 to 1777
457 937 8615 to 8699
458 028 9810 to 9899
458 057 2712 to 2999
458 337 5222 to 5299
458 354 7653 to 7999
458 671 8678 to 8699
458 671 8721 to 8798
458 847 5044 to 5999
459 274 7624 to 7699
459 365 5432 to 5499
459 378 5764 to 5799
459 472 4816 to 4999
460 349 6878 to 6899
460 550 1909 to 1999
460 997 5234 to 5299
461 973 6443 to 6499
462 152 0107 to 0299
462 274 1072 to 1099
462 277 8373 to 8399
463 117 5529 to 5540
463 176 4115 to 4199
463 176 4228 to 4299
463 185 2600 to 2799
463 227 7711 to 7799
463 414 4869 to 4899
463 808 3484 to 3499
463 945 7400 to 7899
464 629 9000 to 9399
464 711 4332 to 4399
465 692 3963 to 3999
465 698 8300 to 8599
465 743 7745 to 7799
466 798 6056 to 6067
467 147 4300 to 4399
468 079 5782 to 5799
469 067 2817 to 2899
469 127 8000 to 8199
469 213 0359 to 0399
469 213 0500 to 0599
469 658 1961 to 1999
469 666 9900 to 9999
469 678 1900 to 1999
469 781 4900 to 4999
469 947 6960 to 6999
470 755 5800 to 5818
471 918 0300 to 0999
471 985 2408 to 2419
472 191 6700 to 6799
472 270 2555 to 2599
472 987 0213 to 0241
472 987 0290 to 0299

473 151 2069 to 2199
473 666 9138 to 9199
473 952 3429 to 3499
474 108 5402 to 5499
474 356 5193 to 5299
474 949 3366 to 3399
475 134 9362 to 9399
475 167 9664 to 9699
475 319 3415 to 3499
475 319 3649 to 3799
475 340 6400 to 6599
475 424 8410 to 8499
475 629 9156 to 9199
475 850 6101 to 6199
475 875 2500 to 2599
476 169 8264 to 8299
476 189 3000 to 3499
476 331 2480 to 2499
477 289 8601 to 8699
477 681 5206 to 5299
478 010 4243 to 4268
478 010 4270 to 4291
478 450 5071 to 5099
478 469 7838 to 7858
478 469 7883 to 7899
479 280 9800 to 9899
479 365 9116 to 9176
479 412 9900 to 9999
479 667 6190 to 6199
479 748 9680 to 9699
479 860 7000 to 7199
480 526 2000 to 2099
480 640 6330 to 6399
480 689 5100 to 5199
481 673 0074 to 0095
482 527 1500 to 1599
482 541 5255 to 5299
482 729 6800 to 6899
483 363 7207 to 7299
483 402 2356 to 2399
483 486 5100 to 5199
483 632 1521 to 1599
483 632 2600 to 2799
483 849 1615 to 1699
484 174 4803 to 5299
484 323 8900 to 9199
484 680 5000 to 5038
484 680 5040 to 5074
484 680 5077 to 5099
485 029 4913 to 4999
486 176 0600 to 0699
486 559 7555 to 7599
486 696 3023 to 3199
488 173 7900 to 7999
488 206 4100 to 4199
488 226 0200 to 0299
488 709 3906 to 3999
488 855 8359 to 8399
489 181 8963 to 8999
489 311 1930 to 1999
489 318 6200 to 6300
489 223 2000 to 2099
489 384 0027 to 0099
489 427 0658 to 0899
489 997 5252 to 5299
490 669 5850 to 6099

490 717 7080 to 7099
490 721 6000 to 6099
490 793 1500 to 2099
490 886 8171 to 8199
490 977 9221 to 9240
491 258 8100 to 9099
491 567 1376 to 1399
492 254 4800 to 4899
492 283 5100 to 5199
492 610 6813 to 6899
493 394 5568 to 5599
493 470 2562 to 2599
493 473 7700 to 7799
493 716 2153 to 2199
494 206 2972 to 2999
494 217 3446 to 3999
494 224 0500 to 0599
496 209 7425 to 7499
496 213 8728 to 8799
496 474 5226 to 5248
497 053 8517 to 8699
497 854 8673 to 8699
498 449 8888 to 8899
498 929 8285 to 8499
498 936 5310 to 5399
499 016 5425 to 5499
499 440 8575 to 8899
499 731 6717 to 6799
500 064 1858 to 1869
600 645 3223 to 3299
601 339 1200 to 1399
601 661 7700 to 7799
601 682 5343 to 5399
601 928 1600 to 1699
602 512 2972 to 2999
602 555 2400 to 2799
602 829 7061 to 7099
603 483 9572 to 9599
603 490 7200 to 7299
603 678 7100 to 7199
603 678 7662 to 7699
603 678 7902 to 7999
603 678 8418 to 8499
603 678 8700 to 9999
604 086 0880 to 0899
604 349 1414 to 1499
604 503 7776 to 7799
605 520 9037 to 9099
605 685 4010 to 4099
605 988 6467 to 6499
607 689 7951 to 7960
607 728 1276 to 1299
608 727 7100 to 7199
608 727 7273 to 7599
608 813 9950 to 9999
609 067 5325 to 5399
609 067 5488 to 5499
609 067 5600 to 5699
609 289 6123 to 6199
609 438 4400 to 4499
609 493 1100 to 1199
609 766 8100 to 8999
609 825 4100 to 4115
609 884 2981 to 2999
609 893 1000 to 1099
610 092 3200 to 3299

610 582 4200 to 4299
611 285 8073 to 8074
611 879 6939 to 6999
612 291 8013 to 8099
612 751 5171 to 5199
612 751 5226 to 5299
612 751 6083 to 6099
612 751 6268 to 6299
612 751 6572 to 6599
612 774 2111 to 2199
612 774 2254 to 2299
612 774 2500 to 2599
614 469 0979 to 0999
614 474 3000 to 3099
614 521 3490 to 3499
614 645 1800 to 1899
614 832 1100 to 2099
615 017 7505 to 7599
617 711 6678 to 6699
617 760 5266 to 5299
617 813 3601 to 3699
618 840 9200 to 9299
619 551 7229 to 7299
619 859 3000 to 3099
620 073 9400 to 9499
621 648 8021 to 8199
621 648 8500 to 8599
621 904 8351 to 8599
621 916 1978 to 1989
622 989 8032 to 8099
623 076 9300 to 9399
623 895 8200 to 8399
623 917 0200 to 0299
623 819 5006 to 5099
624 468 5288 to 5299
624 665 3162 to 3198
625 088 6735 to 6799
625 100 5806 to 5834
625 916 9500 to 9799
625 968 8956 to 8999
627 005 3938 to 3999
627 384 3907 to 4099
627 496 7549 to 7599
627 708 3605 to 3699
627 776 2500 to 2599
628 814 4702 to 4799
628 851 9689 to 9699
629 510 7200 to 7299
630 389 3056 to 3071
630 463 0588 to 0599
631 762 9325 to 9399
632 500 0000 to 632 599 9999
633 110 4165 to 4199
633 110 4303 to 4499
633 438 6429 to 6599
634 725 0700 to 0799
634 803 3239 to 3299
634 807 2474 to 2499
634 827 5900 to 5999
634 886 3428 to 3499
635 559 3449 to 3499
636 289 6214 to 6299
636 634 8007 to 8042
637 562 5828 to 5899

638 049 4984	to	4999	641 170 4420	to	4499	700 190 3350	to	3359	806 268 9275	to	9299
638 885 0000	to	0299	641 877 3187	to	3299	700 228 6048	to	6099	806 534 3400	to	3477
639 420 6200	to	6299	641 877 3310	to	3399	700 650 0452	to	0499	807 342 3283	to	3399
639 469 3517	to	3799	643 030 6254	to	6299	700 859 0744	to	0758	808 090 3440	to	3499
639 605 2142	to	2199	644 900 9712	to	9799	701 028 6780	to	6899	808 325 5161	to	5699
639 657 8600	to	8699	644 901 0109	to	1299	701 213 3900	to	3999	**870 054 4814**	**to**	**4899**
639 657 8700	to	8799	644 901 1325	to	1399	701 267 2000	to	3999	870 491 4812	to	4849
640 289 7500	**to**	**7599**	644 923 6800	to	7799	701 503 2247	to	2299			
640 289 7700	to	7999	**700 065 4800**	**to**	**4899**	**806 087 1100**	**to**	**1499**			

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

—Inspection Service, 5-23-96

Missing Canadian Money Order Forms — Do Not Cash

To be posted and used by retail window employees. As directed, destroy previous notices. Destroy any interim notices when the numbers listed appear in the *Postal Bulletin*. The new money order serial numbers consist of the first nine digits. The 10th digit is a check digit only.

Do not cash new style money orders **000,000,001 to 660,000,000**. Advise holders to send invalid money orders to: Canada Post Corporation, Ottawa, Canada K1A OB1.

000,000,001	**to**		667,521,407	to	1,600	673,849,090	to	9,120	682,194,101	to	4,300
	660,000,000		667,752,069	to	2,300	673,993,701	to	3,800	682,895,301	to	5,500
660,304,493	**to**	**4,600**	667,916,445	to	6,500	675,044,601	to	4,900	682,899,401	to	9,800
660,596,601	to	6,700	667,926,278	to	6,300	676,297,901	to	8,000	683,148,063	to	8,100
660,644,144	to	4,300	668,104,101	to	4,800	676,483,147	to	3,200	683,284,001	to	4,100
661,162,159	to	2,220	668,155,938	to	6,000	676,496,501	to	6,600	684,491,501	to	1,800
661,165,221	to	5,250	668,220,001	to	1,000	676,498,101	to	8,150	684,549,048	to	9,080
661,179,997	to	180,020	668,222,101	to	3,400	676,528,845	to	8,870	684,560,109	to	0,120
661,183,221	to	3,260	668,583,651	to	3,700	676,663,323	to	3,340	684,664,801	to	5,000
661,187,652	to	7,690	668,584,001	to	4,010	676,691,301	to	1,340	684,669,118	to	9,140
661,581,517	to	1,600	668,588,581	to	8,600	676,820,548	to	0,700	684,793,877	to	3,940
661,997,658	to	7,686	668,659,099	to	9,200	676,974,331	to	4,410	684,797,821	to	7,860
662,108,475	to	9,300	668,789,430	to	9,440	677,138,046	to	8,200	685,145,309	to	5,800
662,987,487	to	7,500	668,970,201	to	0,700	677,167,453	to	7,500	685,207,545	to	7,600
663,119,201	to	9,300	669,677,719	to	7,735	677,463,901	to	4,000	685,210,901	to	1,000
663,352,552	to	2,700	669,893,581	to	3,700	677,876,420	to	6,500	685,807,531	to	7,580
663,636,414	to	6,500	**670,374,867**	**to**	**5,000**	678,642,061	to	2,100	685,814,051	to	4,130
664,514,929	to	5,000	670,993,101	to	3,180	678,667,951	to	8,010	685,857,451	to	7,530
664,625,114	to	5,200	670,994,962	to	5,000	678,674,980	to	5,000	685,900,425	to	0,439
664,689,941	to	690,000	670,996,971	to	7,040	679,221,751	to	1,900	685,953,580	to	3,620
664,774,743	to	4,800	671,601,379	to	1,400	679,230,119	to	0,200	685,955,441	to	5,480
665,080,644	to	0,700	671,672,253	to	2,300	679,237,471	to	7,700	686,006,601	to	7,000
665,241,112	to	1,200	671,883,301	to	3,900	679,345,508	to	5,540	686,066,714	to	7,000
665,956,831	to	6,880	672,032,758	to	2,800	679,474,201	to	4,300	686,325,801	to	5,900
665,967,877	to	7,920	672,052,001	to	2,100	**680,062,901**	**to**	**3,000**	686,567,807	to	7,860
666,025,401	to	5,800	672,271,301	to	2,500	680,173,023	to	3,100	687,145,501	to	5,600
666,209,330	to	9,400	672,344,466	to	4,500	680,374,523	to	4,700	**690,412,901**	**to**	**3,400**
666,210,847	to	0,900	672,349,801	to	350,100	680,409,401	to	9,800	692,720,871	to	0,900
666,395,901	to	6,100	672,439,641	to	9,700	680,463,338	to	3,800	692,876,955	to	7,050
666,647,247	to	7,258	672,481,401	to	1,700	680,693,701	to	4,400	693,290,380	to	0,400
666,662,073	to	2,100	672,695,171	to	5,240	681,457,001	to	7,100	693,290,426	to	0,450
666,696,251	to	6,300	672,696,211	to	6,280	681,717,331	to	7,390	694,063,700	to	3,897
667,040,021	to	0,600	672,893,127	to	3,140	681,774,980	to	4,999	694,063,900	to	4,000
667,382,231	to	2,300	673,052,969	to	3,200	681,883,291	to	3,310	694,550,501	to	0,530
667,398,541	to	8,600	673,074,401	to	5,300	681,896,616	to	6,650	694,595,031	to	5,050
667,435,145	to	5,200	673,759,973	to	760,000	681,918,357	to	8,399	694,595,087	to	5,300
667,486,601	to	6,800	673,784,461	to	4,700	681,951,205	to	1,300	694,698,551	to	8,650
						682,154,556	to	4,700	694,745,458	to	5,600
						682,171,562	to	1,800	695,105,313	to	5,350

695,142,809 to 3,050
695,144,666 to 4,700
695,272,601 to 2,750
695,277,576 to 7,650
695,530,761 to 0,800
696,487,701 to 7,800
696,784,101 to 4,550
696,870,601 to 0,650
697,047,501 to 7,600
697,052,101 to 2,350
697,217,251 to 7,400
697,249,952 to 0,050
697,414,886 to 4,900
697,469,606 to 9,700
697,850,401 to 0,750
697,945,701 to 5,850
698,098,446 to 8,550
698,300,251 to 0,300
698,504,383 to 4,650
698,533,927 to 4,200
698,562,268 to 2,400
699,090,686 to 0,750
699,752,699 to 2,850
700,068,473 to 8,500
700,161,501 to 1,650
700,202,522 to 2,700
700,290,275 to 0,300
700,465,730 to 5,750
700,561,444 to 1,550
701,423,101 to 3,150
701,626,469 to 5,550
701,643,829 to 3,850
701,945,451 to 5,500
702,033,701 to 4,050
702,051,501 to 1,750
702,053,601 to 3,800
702,104,368 to 4,900
702,128,306 to 8,400
702,179,891 to 9,900
702,260,751 to 0,850
702,410,595 to 1,050
702,660,151 to 0,540
702,723,429 to 3,450
703,004,401 to 4,820
703,083,819 to 4,020
703,432,131 to 2,230
703,626,061 to 6,090
703,863,121 to 3,240
703,863,477 to 3,540
703,867,801 to 7,980
704,154,024 to 4,120
704,227,561 to 7,829
704,227,831 to 8,069
704,228,071 to 8,100
704,420,344 to 0,490
704,568,751 to 8,990
704,702,348 to 2,580
704,965,301 to 5,770
705,280,801 to 0,980
705,475,651 to 6,040
705,566,127 to 6,280
705,740,581 to 0,730
705,782,796 to 2,820
705,822,271 to 2,480
706,180,148 to 0,290
706,184,041 to 4,220
706,357,861 to 8,190
706,382,419 to 2,430
706,628,735 to 8,820
706,638,211 to 8,420
706,817,959 to 8,000
707,034,391 to 4,450
707,292,636 to 2,660
707,441,401 to 1,687
707,441,836 to 1,940
707,958,541 to 8,570
707,960,107 to 0,160
708,059,941 to 060,000
708,115,830 to 5,860
708,116,251 to 6,310
708,138,301 to 8,480
709,222,591 to 2,920
709,243,479 to 3,500
709,649,804 to 9,820
709,733,281 to 3,580
710,046,751 to 6,810
710,046,813 to 6,840
710,358,093 to 8,166
710,358,257 to 8,270
711,021,501 to 1,510
711,049,411 to 9,560
711,408,045 to 8,090
712,003,381 to 3,650
712,104,220 to 4,230
712,327,861 to 7,890
712,327,952 to 7,980
712,647,061 to 7,090
713,284,171 to 4,260
713,292,871 to 2,990
713,969,401 to 9,460
714,035,101 to 5,160
714,155,011 to 5,400
714,328,231 to 8,440
714,355,820 to 5,830
714,442,952 to 2,980
714,562,843 to 2,860
714,574,591 to 4,620
714,590,391 to 0,430
714,609,811 to 9,930
714,609,961 to 9,990
714,807,181 to 7,240
714,871,321 to 1,500
714,928,529 to 8,590
715,128,183 to 8,330
715,144,171 to 4,470
715,197,211 to 7,570
715,595,910 to 6,180
715,941,781 to 1,810
715,962,421 to 2,480
716,179,021 to 9,110
716,298,241 to 8,510
716,565,095 to 5,120
716,573,101 to 3,340
717,193,161 to 3,490
720,590,152 to 0,179

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

—Inspection Service, 5-23-96

Counterfeited Canadian Money Order Forms — Do Not Cash

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

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

—Inspection Service, 5-23-96

800 Number Available to Verify Canadian Money Orders

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

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

—Inspection Service, 5-23-96

Withholding of Mail Orders

Withholding of mail orders is enforced by postmasters at the cities listed below:

State/City	Names Covered
CA, Glendora 91740-5400	Any And All Names, 1430 S. Grand #303
CA, Los Angeles 90048-2633	Any And All Names, 8391 Beverly Blvd. #357
CA, Pasadena 91103-2837	Any And All Names Other Than Leonard Lightbourne or Ronald Lightbourne or Lois Lightbourne or Verlina Lightbourne or Alan Stephans or Carla H. Canada or Andrew Barnes or Andrew Barnes, Jr. or The Place Along the Way or It's A Dog's World, 5 Richland Place
DE, Dover 19901-2685	Group Five, 57 Greentree Drive, Suite 307
MI, Madison Heights 48071-4611	Any And All Various Names Other Than The Surnames Bertschinger and Barker, 331 East Edmund Avenue, Apt. H
MO, Jennings 63136-0055	Any And All Various Names Other Than The Surname Elliott, P. O. Box 26055
NC, High Point 27265-8131	Any And All Various Names Other Than The Surnames Asbill and Smith, 2836 NC Highway 68 South and
NC, High Point 27265-8131	Any And All Various Names, 2838 NC Highway 68 South
NC, Mocksville 27028-4822	Any And All Various Names Other Than The Surnames Hiatt, Reed, Clifton, Hutchins, and Redding, 237-I James Church Road

—Judicial Officer, 5-23-96

Domestic Orders

False representation is enforced by postmasters at the cities listed below:

State/City	Names Covered	Product
CA, San Mateo 94401-2865	U.S. Publishing Service, 31 North San Mateo Drive, Suite 270	A work-at-home envelope stuffing scheme.
GA, Atlanta 30355-3021	Robert Gordon, Gregory Foster, d/b/a The Premium Group, P. O. Box 550521	A sweepstakes and lottery scheme.

—Judicial Officer, 5-23-96

ALL PERSONNEL PROCESSING MAIL FOR DISPATCH ABROAD

Foreign Order No. 383

Keep all foreign order notices for use as reference.

Final Order

The Tentative Decision and Order issued against the following has become final:

Canada

BLC SERVICES INC
D/B/A REGISTRY BUREAU
PROCESSING DEPT
PO BOX 10000
VANCOUVER BC V6B 5J2
CANADA

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

POSTMASTER
CLAIMS INQUIRY AND UNDELIVERABLE MAIL
JAMES A FARLEY BLDG RM 2029A
NEW YORK NY 10199-9543

Do not place any endorsement on the mailpieces themselves. Personnel may post this notice at the outgoing primary. They must post it on the Foreign Order Board at all processing and distribution plants, designated international exchange offices, and customer service plants.

—Judicial Officer, 5-23-96

INTERNATIONAL MAIL

IMM REVISION

New International Mail Customs Forms

Effective September 1, 1996, the Postal Service is adopting new customs forms and acceptance procedures for international and military mail. The new forms and regulations detailed below will deter mailers from using the mails to send, knowingly or unknowingly, dangerous goods or explosives and will comply with heightened stricter security measures as directed by the Federal Aviation Administration and the Universal Postal Union. The changes were published in the *Federal Register* on September 27, 1995 (60 FR 49755–49758). Minor editorial changes have been made to the original text to clarify instructions.

The key aspects of the changes are: (1) face-to-face interaction between the mailer and a postal employee; (2) the completion of a document (customs form) containing the mailer's name, address, and signature; (3) the statement on the form regarding the safety of the contents and that the mail is subject to "security controls"; and (4) retention of one copy of the customs declaration form until such time as delivery is completed.

The new Forms 2976, 2976-A, and 2976-E (envelope) shown on pages 60–61 will replace the following international customs forms:

- Form 2976, *Customs Douane C1* (green label).
- Form 2976-A, *Customs Declaration*.
- Form 2966-A, *Parcel Post Customs Declaration* (white single adhesive form).
- Form 2966-B, *Parcel Post Customs and Dispatch Note* (multiple part form).
- Form 2966-E, Plastic envelope.

Date of Customs Forms

The new forms have a May 1996 edition date; however, use of the new form will be phased in over the next 3 months. Until September 1, 1996, the 1995 editions of the customs forms may also be used. This phase-in period will allow post offices to order initial supplies of the new forms and become familiar with the requirements. Postmasters should inform all customers of the new requirements and encourage them to comply with these changes as soon as possible.

Availability of Forms

The new Forms 2976, 2976-A, and 2976-E are available at the material distribution centers. To ensure that sufficient forms are in the pipeline, post offices should order no more than a 2-month supply using Form 7380, *MDC Supply Requisition*. Although Form 2976-A and Form 2976-E are numbered separately, they must be used together.

Upon receipt of the new forms or after September 1, 1996, discard all previous editions of Forms 2976, 2976-A, 2966-A, 2966-B, and 2966-E. Old stock must not be returned to the MDC. Effective September 1, 1996, only the May 1996 edition of Forms 2976, 2976-A, and 2976-E may be used on international and military mail as specified in *International Mail Manual* (IMM) 123.

IMM Issue 17 will include these changes. IMM Issue 16 is revised as follows:

International Mail Manual (IMM)

Chapter 1 International Mail Services

* * * * *

123 Customs Forms

123.1 General

Only two customs declaration forms are used, as required under 123.6, for international mail: Form 2976, *Customs CN 22* (old C 1); and Form 2976-A, *Customs Declaration and Dispatch Note CP 72* (old C 2/CP 3/CP 2). Form 2976-E, *Customs Declaration Envelope CP 91,* is used with Form 2976-A for parcel post packages. Only forms dated May 1996 or later may be used.

123.2 Availability

Customs declaration forms are available without charge at post offices. Upon request, mailers may receive a reasonable supply for mail preparation.

123.3 Privately Printed Forms

If authorized, mailers may privately print Forms 2976 and 2976-A. Privately printed forms must be identical in size, design, and color to the Postal Service forms, and each form must contain a unique code 128 barcode number that can be read by Postal Service equipment. Form specifications may be obtained from the Manager, International Pricing, Costing and Classification, International Business Unit, U.S. Postal Service, 475 L'Enfant Plaza SW, IBU 370, Washington DC 20260-6500. For authorization, mailers must submit at least two preproduction samples to the Manager, International Pricing, Costing and Classification, at the above address, for review and approval. If three or more items are presented at one time, the mailer may omit printing the post office copy of Forms 2976 and 2976-A if a manifest of the items is provided. The manifest must contain the same mailer's certification statement and edition date printed on the Postal Service forms. Entries on the manifest must be typewritten or printed in ink or by ballpoint pen. The manifest option must be indicated at the time that the mailer requests to produce privately printed forms.

123.4 Nonpostal Forms

Certain items must bear one or more of the forms required by the nonpostal export regulations described in chapter 5.

123.5 Place of Mailing

Items requiring customs declaration forms may be mailed only by presenting the items and completed forms to an employee at a post office or as designated by the postmaster. Express Mail items paid by corporate account, however, may be deposited into Express Mail collection boxes. All other items requiring customs forms that are found in collection boxes or not presented to a postal acceptance employee are returned to the sender for proper mailing and acceptance.

123.6 Required Usage

123.61 Conditions

Customs declaration Forms 2976 or 2976-A and 2976-E (envelope) must be used as shown in Exhibit 123.61.

123.62 Known Mailers

Known mailers may be exempt from providing customs declaration forms as required in 123.61 on nondutiable letters, letter packages, and printed matter weighing more than 16 ounces. A known mailer is any holder of an advance deposit account, a customer billing account or a customer identification number for international mailing programs such as International Surface Air Lift, International Priority Airmail, Valuepost/CANADA, and International Parcel Consignment Service, who mails regularly and is known by the acceptance clerk. A known mailer must complete the declaration on the postage statement, certifying that all items in the mailing contain no dangerous material.

Note: Although an exemption may apply to known mailers for nondutiable items and printed matter weighing more than 16 ounces, all mailers (known mailers or unknown mailers) must complete the necessary customs form when sending dutiable items or merchandise. A customs form may also be required if specified by the country of destination.

Continued next page

Exhibit 123.61
Customs Declaration Forms Usage

Mail Class	Declared Value	Required Form	Comment
Nondutiable letter or letter package 16 ounces and less	N/A	None	
Dutiable letter or letter package, regardless of weight; any letter or letter package over 16 ounces	Under $400 $400 and over	2976 * 2976-A *	Known mailers may be exempt from using forms on nondutiable items over 16 ounces (see 123.62).
Nondutiable printed matter 16 ounces and less	N/A	None	
Dutiable printed matter regardless of weight; printed matter over 16 ounces	Under $400 $400 and over	2976 * 2976-A *	Known mailers may be exempt from using forms on nondutiable items over 16 ounces (see 123.62).
Matter for the blind	Under $400 $400 and over	2976 * 2976-A *	
Small packet	Under $400 $400 and over	2976 * 2976-A *	
Parcel post	Regardless of value	2976-A with 2976-E (envelope)	Form 2976 (green label) may not be used on parcel post.
Express Mail		2976 or 2976-A, as required by IMM	See Individual Country Listings.
M-bag	Under $400 $400 and over	2976 * 2976-A *	

* Placement of Forms: For items under $400 in value, Form 2976 should be used and affixed to the outside of the item. If the value of the contents is $400 and over, the top section of Form 2976 (green label) should be attached to the outside of the item, and a separate Form 2976-A must be completed and enclosed inside the package.

Notes:

1) International Parcel Consignment Service (IPCS) requires customs forms as specified by the USPS for that program.
2) Global Priority Mail (GPM) requires customs forms based on package contents and weight as specified above for letters or letter packages.
3) Bulk business products including International Surface Air Lift (ISAL), International Priority Airmail (IPA), and Valuepost/CANADA, require customs forms based on package contents and weight as specified above and as required by the country of destination.

Continued

123.63 Additional Security Controls

When the chief postal inspector determines that a unique, credible threat exists, the Postal Service may require a mailer to provide photo-identification at the time of mailing. The signature on the identification must match the signature on the customs declaration form.

123.7 Completing Customs Forms

123.71 Form 2976, *Customs CN 22* (Green Label)

123.711 Preparation by Sender

A sender completes Form 2976, *Customs CN 22,* by:

a. Providing a complete description of each article in the item, even if it contains commercial samples, documents, gifts, or merchandise. General descriptions such as "food," "medicine," "gifts," or "clothing" are not acceptable. The description must be in English, although an interline translation in another language is permitted.

b. Stating the exact quantity of each article in the item.

c. Declaring the value, in U.S. dollars, of each article in the item. The sender may declare that the contents have no value (declaring no value does not exempt the item from customs examination or charges in the destination country).

d. Showing the total weight of the item, if known.

e. Indicating in the appropriate check box on the form whether the item contains gifts, merchandise, or commercial samples. If not, the sender does not check these boxes.

f. Entering his or her full name and return address in the blocks indicated.

g. Signing and dating the form in the blocks indicated on both parts of the form. The sender's signature certifies that all entries are correct and that the item contains no dangerous material prohibited by postal regulations.

h. Affixing the form to the address side of the item and presenting it for mailing.

123.712 Acceptance by Postal Employee

The postal employee accepts the item for mailing by:

a. Instructing the sender how to complete the customs declaration form, as required, legibly and accurately. Failure to complete the form properly can delay delivery of the item or inconvenience the addressee. Moreover, a false, misleading, or incomplete declaration can result either in the seizure or return of the item or in criminal or civil penalties. The U.S. Postal Service assumes no responsibility for the accuracy of information that the sender enters on the form.

b. Verifying that the required information is entered on the form and that the sender has signed both parts (the part affixed to the item and the part separated for postal records).

c. Entering the weight of the item on the form, if not already done.

d. Removing the post office copy and retaining it in the retail unit for 30 days.

123.72 Form 2976-A, *Customs Declaration and Dispatch Note CP 71*

123.721 Preparation by Sender

A sender completes Form 2976-A, *Customs Declaration and Dispatch Note CP 72,* by:

a. Providing the names and addresses of the sender and addressee.

b. Providing information about the contents of the parcel or item. (If there is insufficient space on the customs declaration form to list all contents of the parcel or item, a second form is used to continue listing the contents. The first form must be annotated to indicate two forms. Both forms are placed into Form 2976-E (envelope).) The sender lists this information by:

(1) Providing a complete description of each article in the parcel or item, even if it contains commercial samples, documents, gifts, or merchandise. General descriptions such as "food," "medicine," "gifts," or "clothing" are not acceptable. The description must be in English, although an interline translation in another language is permitted.

(2) Showing the exact quantity of each article in the parcel or item.

(3) Declaring the value, in U.S. dollars, of each article in the parcel or item. The sender may declare that the contents have no value (declaring no value does not exempt the parcel or item from customs examination or charges in the destination country).

(4) Showing the net weight of each article in the parcel or item.

c. Indicating in the appropriate check box on the form whether the parcel or item contains commercial samples, documents, gifts, or merchandise. If not, the sender does not check these boxes.

d. For parcel post only, providing disposal instructions in the event that a parcel cannot be delivered. The sender checks the appropriate box on the form to indicate whether the parcel is to be returned, treated as abandoned, or forwarded to an alternate address. (Undeliverable parcels returned to the sender are subject to collection on delivery of return postage

and any other charge assessed by the foreign postal authorities. The sender must check the box "Abandon" for any parcel for which the sender is unwilling to pay return postage.)

e. Signing and dating the form in the block indicated. The sender's signature certifies that all entries are correct and that the parcel or item contains no dangerous material prohibited by postal regulations.

f. Presenting the parcel post package or item for mailing at a post office and affixing Form 2976-A according to the class of mail, as follows:

(1) For parcel post, the sender must not place Form 2976-A inside Form 2976-E (envelope) before the postal acceptance employee completes the required information described in 123.722. After the postal employee completes Form 2976-A, the sender places the form inside Form 2976-E and affixes it to the outside of the parcel.

(2) For an item other than parcel post (that is, an LC or AO item) valued at $400 or more, the sender places Form 2976-A inside the item before the postal employee accepts the item. If the sender does not want to show on the outside wrapper the contents of the LC or AO item, the sender affixes the top part of Form 2976, *Customs CN 22,* to the wrapper and completes Form 2976-A and encloses it in the item.

123.722 Acceptance by Postal Employee

When Form 2976-A is enclosed in an LC or AO item, the postal acceptance employee does not verify or complete the entries on the form as described below for parcel post. For a parcel post package, the postal employee accepts the parcel for mailing by:

a. Instructing the sender how to complete the customs declaration form, as required, legibly and accurately. Failure to complete the form properly can delay delivery of the mail or inconvenience the addressee. Moreover, a false, misleading, or incomplete declaration can result either in the seizure or return of the parcel or item or in criminal or civil penalties. The U.S. Postal Service assumes no responsibility for the accuracy of information that the sender enters on the form.

b. Verifying that the required information is entered on the form and that the sender has signed the declaration.

c. Completing an insurance receipt and affixing the insured number label to the package, if the contents are to be insured. The postal employee enters on the form the insured number and, in U.S. dollars and SDRs, the insured amount.

d. Weighing the parcel and entering on the form the gross weight and the amount of postage.

e. Postmarking copy 3, Dispatch Note, in the appropriate place.

f. Removing the post office copy and retaining it at the retail unit for 30 days.

g. Returning the form set to the sender for affixing to the parcel. Form 2976-E (envelope) must be used with Form 2976-A.

123.73 Form 2976-E (envelope) CP 91

Form 2976-E (envelope) is a transparent plastic envelope designed for carriage of Form 2976-A form set for parcel post. Upon completion of the forms, the sender inserts the form set into the envelope and affixes it to the outside of the parcel.

* * * * *

Chapter 2 Conditions for Mailing

* * * * *

242.3 Mailing Locations

242.31 General

Except for Express Mail items paid by corporate account, items requiring customs declaration forms may be mailed only by presenting the items and completed forms to an employee at a post office or as designated by the postmaster. Such items may not be deposited into street collection boxes or post office lobby drops. Items not requiring customs forms and fully prepaid with postage stamps or meter postage may be deposited into collection boxes or lobby drops. (See Exhibit 123.61 for a summary of items requiring customs forms.)

* * * * *

—International Business Unit, 5-23-96

Suspension of All International Mail Service to Liberia

Effective immediately, all international mail service to Liberia is hereby suspended due to the political unrest in that country.

Any mail on hand for Liberia must be returned to sender endorsed "Service Temporarily Suspended." Postage should be refunded in accordance with *Domestic Mail Manual* (DMM) P014.2.4.

This suspension will remain in effect until further notice.

—International and Military Mail Operations, International Business, 5-23-96



Do not duplicate without USPS approval.

United States Postal Service
***Customs - CN 22** (Old C 1)*
May be opened officially (Peut être ouvert d'office)
See Instructions on Reverse

Cut

Detailed Description of Contents	Value *(US $)*
Weight *(Poids)*	Total

☐ Gift *(Cadeau)* ☐ Merchandise *(Marchandises)* ☐ Commercial Sample

I certify that this item does not contain any dangerous article prohibited by postal regulations.

(Signature)

PS Form **2976,** May 1996 **CN 22** *(Old C 1)*

LC042711885US

Customs - CN 22 *(Old C 1)* **Sender's Declaration**

I certify that the particulars given in the customs declaration are correct and that this item does not contain any dangerous article prohibited by postal regulations.

Name of Sender

Address *(No., street, apt./suite no., city, state, ZIP Code)*

Signature | Date

Detached PS Form **2976,** May 1996 **Post Office Copy**

Instructions

If you do not wish to list the contents on the wrapper or in any case if the value exceeds $400, affix only the upper portion of this label (cut on dotted line and discard lower portion). When this is done, enclose in the package a completed Form 2976-A, (*Customs Declaration and Dispatch Note*) listing contents and value in US dollars.

The contents of your article, **even if a gift or sample**, must be described correctly and completely. Failure to do so might delay your article and cause difficulty for the addressee, or even result in seizure of the article by the foreign customs authorities.

Your item must not contain any dangerous articles prohibited by postal regulations.

PS Form **2976,** May 1996 *(Reverse)* Do not duplicate form without USPS approval. 102595-96-B-0099

Form 2976, *Customs CN 22* (Old C 1)

United States Postal Service
Customs Declaration and Dispatch Note

CP01728342BUS

Sender's Name and Address *(Nom et adresse de l'expéditeur)*

Addressee's Name and Address *(Nom et adresse du destinataire)*

List of Contents *(Désignation du contenu)* Please Print

Qty. | Value *(Valeur)* | Net Weight *(Poids net)*

Insured No. **V-** | Insured Amount US $ | SDR Insured Value | Postage US $ | Gross Weight lb oz

Check One: ☐ Commercial Sample *(Echantillon commercial)* ☐ Documents ☐ Gift *(Cadeau)* ☐ Merchandise

Sender's Instructions in Case of Nondelivery
(Instructions de l'expéditeur en cas de non-livraison)

☐ Return to Sender *(Renvoyer à l'origine)*
NOTE: Item subject to return charges at sender's expense.
☐ Abandon *(Abandonner)*
☐ Redirect to Address Below *(Réexpédier à):*

Sender's Signature and Date *(Signature de l'expéditeur et date)*

I certify that the particulars given in the customs declaration are correct and that this item does not contain any dangerous article prohibited by postal regulations.

PS Form **2976-A,** May 1996 Do not duplicate form without USPS approval. 102595-96-B-0099 Copy 1 - Customs Declaration
CP 72 *(Old C2/CP3/CP2)*

Dispatch note, customs form, etc., documents enclosed
(Bulletin d'expédition déclaraton en inclus)

PS Form **2976-E,** May 1996
CP 91 *(Old CP 5)* 102595-96-B-0180

PS Form 2976A CP 72 Do not duplicate form without USPS approval.

Instructions

1. Complete this form in English. In addition, you may add a translation of the contents in your native language to facilitate Customs treatment in the destination country.

2. Use a ball point pen to complete the form and describe the contents fully and accurately, otherwise the item may be delayed, returned or seized by Customs.

3. Check the appropriate block on the form to indicate disposal instructions. If you request the return of the item, you will be asked to pay return postage and any other charges assessed by the foreign postal authorities on any parcel sent back to you. Check *Abandon* if you are not willing to pay the return postage.

4. After completion, sign the sender's declaration and enter the date. Your signature is regarded as a guarantee that the particulars given are correct and that the package does not contain any dangerous substance or article prohibited by postal regulation.

5. Hand the form set to the postal employee. The postal employee will postmark Copy 3, *Dispatch Note,* in the appropriate block, remove the Post Office copy and return the other forms to you. If the package is to be insured, state the insured amount to the postal employee. The postal employee will complete the appropriate insurance sections.

6. Insert the form set into the envelope (Form 2976-E). If appropriate, insert any commercial invoice or extended list of contents into the envelope.

7. Remove the backing sheet and affix the envelope to the package on the address side.

Note: It is the sender's responsibility to inquire and comply with the prescribed laws governing domestic and international mail and to find out what documents (invoices, certificate of origin, health certificates, etc.), if any, are required in the country of destination.

Form 2976-A, *Customs Declaration and Dispatch Note,* and Form 2976-E (envelope)

PHILATELY

Pictorial Cancellations Announcement 96-11

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

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

All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail postage (32 cents per envelope or 20 cents per postcard). Items submitted for cancellation may not include postage issued after the date of the requested cancellation. Such items will be returned unserviced.

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

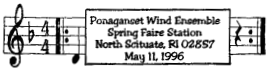
After applying the pictorial cancellation, the Postal Service returns the envelope or postcard through the mail. Customers who want their serviced item returned under protected cover should include a larger, stamped, self-addressed envelope.



May 11, 1996

NW Tarrant Chamber of Commerce

BULLFROG STATION
POSTMASTER
3930 TELEPHONE RD
LAKE WORTH TX 76135-9998



May 11, 1996

PONAGANSET WIND ENSEMBLE SPRING FAIRE STATION
POSTMASTER
175 DANIELSON PIKE
NORTH SCITUATE RI 02857-9998



May 11, 1996

THE HONEY SOPPIN FESTIVAL STATION
POSTMASTER
312 N SHIRLEY AVE
HONEA PATH SC 29654-9998

(Artwork Unavailable)

May 15, 1996

SCHOLARSHIP CITY STATION
POSTMASTER
2 GOVERNMENT CTR
FALL RIVER MA 02722-9998

(Artwork Unavailable)

May 15–19, 1996

Dennison Railroad Depot Museum

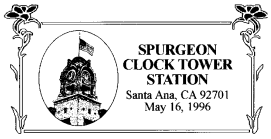
RAILROAD DAYS STATION
POSTMASTER
115 N 3RD ST
DENNISON OH 44621-9998



May 16, 1996

National Road Heritage Park

NATIONAL PIKE FESTIVAL 161ST ANNIVERSARY STATION
POSTMASTER
PO BOX 9998
BRIER HILL PA 15415-9998



May 16, 1996

Santa Ana Downtown Business Association and Santa Ana Historical Preservation Society

SPURGEON CLOCK TOWER STATION
POSTMASTER
PO BOX 9998
SANTA ANA CA 92701-9998



May 17, 1996

LILAC SOCIETY STATION
POSTMASTER
PO BOX 9998
HYDE PARK NY 12538-9998

May 17 & 18, 1996

(Artwork Unavailable)

TILBURY TOWN STATION
POSTMASTER
348 WATER ST
GARDINER ME 04345-9998

May 18, 1996

Holter Museum of Art

(Artwork Unavailable)

FAUX POST STATION
POSTMASTER
12 E LAWRENCE
HELENA MT 59601-4019

May 18, 1996

(Artwork Unavailable)

PREAKNESS STATION
POSTMASTER
900 E FAYETTE ST
BALTIMORE MD 21233-9715

May 18, 1996

The City of Arkansas City

(Artwork Unavailable)

HEART OF THE FLAME STATION
POSTMASTER
210 E WASHINGTON AVE
ARKANSAS CITY KS 67005-9998

May 18, 1996

Lewisburg United Methodist Homes

(Artwork Unavailable)

THIRD ANNUAL SHOW STATION
POSTMASTER
PO BOX 9998
LEWISBURG PA 17837-9998

May 18, 1996

National Road

(Artwork Unavailable)

MOUNT WASHINGTON STATION
POSTMASTER
PO BOX 9998
FARMINGTON PA 15437-9998



May 18, 1996

National Road Heritage Park

NATIONAL PIKE FESTIVAL STATION
POSTMASTER
PO BOX 9998
RICHEYVILLE PA 15358-9998

May 18, 1996

Cody Centennial Committee

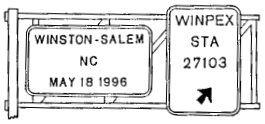
(Artwork Unavailable)

FOUNDERS DAY STATION
POSTMASTER
1301 STAMPEDE AVE
CODY WY 82414-9998



May 18, 1996

POST OFFICE SQUARE STATION
POSTMASTER
210 MAIN ST
FARMINGTON CT 06032-9998



May 18 & 19, 1996

WINPEX STATION
POSTMASTER
PO BOX 27103
WINSTON SALEM NC 27103-9998



May 18 & 19, 1996

STRAWBERRY FESTIVAL STATION
POSTMASTER
1961 NORTH C ST
OXNARD CA 93030-9998



May 22, 1996

Hartsfield Atlanta International Airport

ATRIUM DEDICATION STATION
POSTMASTER
6000 S TERMINAL PKY
ATLANTA GA 31123-9998

May 22, 1996

St. Mary's Hospital

(Artwork Unavailable)

GRAND JUNCTION STATION
POSTMASTER
241 N 4TH ST
GRAND JUNCTION CO 81501-9998



May 22 & 23, 1996

National Image Inc.

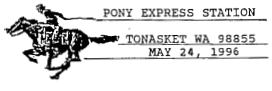
NATIONAL IMAGE STATION
POSTMASTER
230 W 200 S
SALT LAKE CITY UT 84101-9998

May 23, 1996

Ridgely Chamber of Commerce

(Artwork Unavailable)

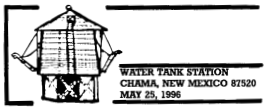
WESTERN DAYS CELEBRATION STATION
POSTMASTER
120 LAKE ST
RIDGELY TN 38080-9998



May 24, 1996

Tonasket Commancheros Inc.

PONY EXPRESS STATION
POSTMASTER
16 WEST 5TH ST
TONASKET WA 98855-9998



May 25, 1996

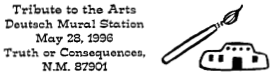
WATER TANK STATION
POSTMASTER
PO BOX 9998
CHAMA NM 87520-9998



May 27, 1996

The Bank of Boulder

BOLDER BOULDER STATION
POSTMASTER
1905 15TH ST
BOULDER CO 80302-9998



May 28, 1996

U.S. Postal Service

DEUTSCH MURAL STATION
POSTMASTER
PO BOX 9998
TRUTH OR CONSEQUENCES NM 87901-9998



May 29, 1996

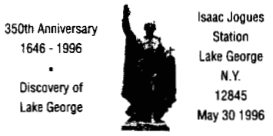
U.S. Postal Service

ADAMS MURAL STATION
POSTMASTER
PO BOX 9998
DEMING NM 88030-9998



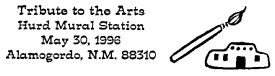
May 29, 1996

MEMORIAL DAY PARADE STATION
POSTMASTER
PO BOX 9998
JENISON MI 49428-9998



May 30, 1996

ISAAC JOGUES STATION
POSTMASTER
190 CANADA ST
LAKE GEORGE NY 12845-9998



May 30, 1996

U.S. Postal Service

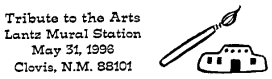
HURD MURAL STATION
POSTMASTER
PO BOX 9998
ALAMOGORDO NM 88310-9998



May 31, 1996

U.S. Postal Service

VAN SOELEN MURAL STATION
POSTMASTER
PO BOX 9998
PORTALES NM 88130-9998



May 31, 1996

U.S. Postal Service

LANTZ MURAL STATION
POSTMASTER
PO BOX 9998
CLOVIS NM 88101-9998



May 31, 1996

U.S. Postal Service

BICENTENNIAL STATION
POSTMASTER
800 WILLOW ST
SPRINGFIELD TN 37172-9998

(Artwork Unavailable)

May 31, 1996

Medina Lions Club

50TH ANNIVERSARY STATION
POSTMASTER
318 W CHURCH AVE
MEDINA TN 38355-9998

(Artwork Unavailable)

May 31–June 8, 1996

COLLEGE WORLD SERIES STATION
POSTMASTER
1202 BERT MURPHY DR
OMAHA NE 68107-9998

—Stamp Management, Marketing, 5-23-96

Philatelic Publication Update

The philatelic publication, Publication 192, *Treasury of Stamp Cards,* has been redesigned and updated to support the youth stamp audience. There will be no automatic distribution of this publication in 1996. The new revised edition is now available through the material distribution centers (MDCs). Post offices should order sufficient quantities to meet the needs of their mailers and anticipated local philatelic demand.

To order this postal publication, complete Form 7380, *MDC Supply Requisition,* and forward it to the appropriate MDC.

—Stamp Services, Marketing, 5-23-96

STAMP ANNOUNCEMENT 96-28

James Dean Commemorative Stamp (Legends of Hollywood Series)



Copyright USPS 1996

The Postal Service will honor James Dean with the issuance of a 32-cent commemorative stamp (Item 4404), in a pane of 20, on June 24, 1996, in Burbank, California. The stamp goes on sale nationwide June 25. This is the second stamp to be issued in the Legends of Hollywood series.

Designed by Michael Deas of New Orleans, Louisiana, the stamp portrays Dean, based on an image from a photograph taken by Roy Schatt in 1954. Michael Deas also designed the Marilyn Monroe and Tennessee Williams stamps.

Actor James Dean was born on February 8, 1931, in Marion, Indiana. During his brief career, he quickly became a teen idol, as his work spoke for the youth of the 1950s. He starred in only three movies — *East of Eden* (1954), *Rebel Without a Cause* (1955), and *Giant* (1955) — before his untimely death in a car crash on September 30, 1955, near Cholame, California. Both *Rebel Without a Cause* and *Giant* were released after his death.

How to Order the First Day of Issue Postmark

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

JAMES DEAN COMMEMORATIVE STAMP
POSTMASTER
2140 N HOLLYWOOD WAY
BURBANK CA 91505-9998

After applying the first day of issue postmark, the Postal Service returns the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by July 24, 1996.

Issue:	James Dean
Denomination:	32 cents
Format:	Pane of 20
Item Number:	4404
Issue Date:	June 24, 1996
Nationwide Sale Date:	June 25, 1996
Issue City & State:	Burbank, CA
Designer:	Michael Deas, New Orleans, LA
Art Director:	Carl Herrman, Ponte Vedra Beach, FL
Typographer:	John Boyd, New York, NY
Modeler:	Richard Sennett
Manufacturing Process:	Gravure
Printer:	Stamp Venturers
Colors (PMS Colors):	Yellow, magenta, cyan, black, taupe (PMS 453), warm red
Size:	1.41 x 0.84 in/ 35.8 x 21.3 mm (image area) 1.56 x 0.99 in/ 39.624 x 25.14 mm (overall) 7.25 x 8.75 in/ 184.15 x 222.25 mm (full pane)
Plate Numbers:	"S" followed by six single digits
Marginal Markings:	"© USPS 1996" • Price • Plate Position Diagram • Selvage Copy • Plate Numbers

The Philatelic Fulfillment Service Center also offers first day covers for new stamp issues and postal stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *Stamps etc.* catalog. Customers may request a free catalog by writing to:

STAMPS ETC CATALOG
US POSTAL SERVICE
PO BOX 57
GRAND RAPIDS MN 55744-0057

or by telephoning 1 800 STAMP-24.

First day covers remain on sale for at least 90 days after the stamp's issuance.

Distribution

All stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive double their standard automatic distribution for a 20-stamps-per-pane issue,

Continued next page

Continued

rounded to the nearest master carton size (50,000 stamps). SDOs and SDNs will make one distribution to post offices equaling two times their standard automatic distribution using Form 3309, *Advice of Shipment/Stamp Invoice,* and Form 17, *Stamp Requisition.* SDOs and SDNs must not distribute stamps to post offices before June 17, 1996.

Philatelic Requirements

SDOs with authorized philatelic centers will receive automatic distributions of this stamp in six positions in the following quantities for subsequent distribution to each center:

Offices That Receive Four-Position Stock in This Quantity	Will Receive This Quantity of the James Dean Commemorative Stamp
20,000	12,000
40,000	24,000
60,000	36,000
80,000	48,000
125,000	100,000
250,000	200,000
375,000	300,000
625,000	400,000

Additional Supply

Post offices requiring additional stamps must requisition them from their designated SDO, using a separate Form 17, *Stamp Requisition,* or designated SDN, using a separate Form 17-S, *Stamp Distribution Network Stamp Requisition.* SDOs requiring additional stamps must order them from their designated APD, using a separate Form 17.

The New York, New York, Washington, D.C., Memphis, Tennessee, and Chicago, Illinois, accountable paper depositories (APDs) will receive 3,550,000 stamps for filling supplemental orders. The Denver, Colorado, and San Francisco, California, APDs will receive 3,600,000 stamps; the Kansas City, Missouri, SDN will receive 3,700,000 stamps; and the Dulles, Virginia, SDN will receive 3,000,000 stamps for filling supplemental orders.

Sales Policy

All post offices must acquire and maintain a supply of each new commemorative stamp as long as customer demand exists or until the stamp is officially withdrawn from sale, usually 1 year from the date of issue. If supplies run low, post offices must reorder additional quantities through their normal ordering procedures.

—Stamp Services, Marketing, 5-23-96

Migratory Waterfowl Survey — Duck Stamps

The Postal Service is again helping the Fish and Wildlife Service, Department of the Interior, conduct its annual survey to measure the harvest of migratory waterfowl during the coming hunting season. Not all post offices will participate in the survey, but certain randomly selected post offices, stations, and branches will.

The Department of the Interior sends the materials directly to the postmaster, or to the selected stations and branches of some larger post offices after notifying the postmaster. Only the selected units may distribute the Federal Duck Stamp Cards.

Each shipment includes:

1. Federal Duck Stamp Cards for the hunter's name and address.
2. Instructions for window personnel.
3. Acknowledgment postcard (Fish and Wildlife Service Form M.S. 7).

Managers should:

1. Inform employees of survey instructions.
2. Acknowledge receipt of the materials using enclosed postcard (Fish and Wildlife Service Form M.S. 7).

Window personnel should:

1. Give a Federal Duck Stamp Card to all purchasers of Migratory Bird Hunting and Conservation (duck) stamps, including collectors and nonhunters, at the time of purchase.
2. Ask the customer to fill in the name and address portion and return the card to the window clerk for mailing. The customer detaches and keeps the stub (hunting diary) portion of the card to record daily hunting activity.
3. If customers purchase stamps for resale or for distribution to other hunters, give them one instruction sheet and a name and address card for each stamp. Ask them to request the actual stamp recipient to fill in, detach, and mail the business reply portion of the card without delay. Stamp collectors should receive only one card.

Customer participation is voluntary but essential to the survey's success. The cooperation of all postmasters, managers, and window personnel involved is appreciated.

—Stamp Services, Marketing, 5-23-96

STAMP DISTRIBUTION

Migratory Bird Hunting and Conservation Stamp, Item 3327

The $15 Migratory Bird Hunting and Conservation stamp for the 1996–97 hunting season goes on sale in Washington, D.C., on June 27, 1996, and will remain on sale through June 30, 1997. The Department of the Interior formally issues the stamp at the National Postal Museum on June 27 and it goes on sale nationwide July 1.

Distribution

Post Offices

To allow postmasters to order the 1996–97 stamp in quantities closely corresponding to customer demand, the minimum ordering quantity is five stamps. However, postmasters should order full panes of 30 stamps when practical. Postmasters should review their records to determine the average number of Migratory Bird stamps previously sold and use this information to determine the appropriate number of the 1996–97 stamps to requisition, rounded up to multiples of five or 30 stamps.

Postmasters must immediately send a separate Form 17, *Stamp Requisition,* to their stamp distribution office (SDO) for enough Migratory Bird Hunting and Conservation stamps, Item 3327, to last until March 1, 1997. If the initial supply is exhausted before March 1, 1997, postmasters must requisition an additional supply. Postmasters with philatelic centers should order according to philatelic demand.

Stamp Distribution Offices

SDOs must review their inventory records for past issues and postmasters' requisitions for the 1995–96 Migratory Bird stamps to determine the quantity needed of the 1996–97 Migratory Bird stamps.

SDOs requiring these stamps in bulk quantities should requisition them from the Bureau of Engraving and Printing using Form 3356, *Stamp Requisition — Bulk Quantities,* using Item No. 3327. Order the stamps in quantities of 3,000; 6,000; 9,000; 12,000; 15,000; 30,000; 45,000; 60,000; and 75,000 stamps and in multiples of 75,000 to a maximum of 675,000 stamps per requisition.

SDOs requiring fewer than 3,000 stamps must send Form 17 to their accountable paper depository.

Hunting Regulations Pamphlets

The Department of the Interior does not automatically distribute pamphlets on hunting regulations because migratory game bird laws vary by state. Poster 3-124, *Waterfowlers Attention* (July 1992), indicates where to direct inquiries about hunting regulations of the state wildlife agency or local areas of the U.S. Fish and Wildlife Service.

—Stamp Services, Marketing, 5-23-96

Georgia O'Keeffe Commemorative Stamp Products

On May 23, 1996, the Postal Service will issue a 15-stamp pane of 32-cent Georgia O'Keeffe stamps in Santa Fe, New Mexico. In addition to the stamps, the following products are available:

- **First Day Souvenir, Item 8856, $14.95.** The First Day Souvenir encloses the stamp pane in an elegant envelope and folder, and offers an interesting biographical overview inside. With the stamp pane canceled with the official first day of issue cancellation, customers have the added value of an authentic limited edition collectible.
- **Matted Stamp Pane, Item 8858, $19.95.** Professionally matted, the O'Keeffe commemorative stamp pane is more visually striking than ever — and it's ready for framing.
- **Commemorative Panel, Item 9964, $7.95.** This informative, illustrated panel comes with a block of four O'Keeffe commemorative stamps affixed.

These products will be available through Postal Retail Stores, Post Office Express outlets, or by mail from:

PHILATELIC FULFILLMENT CENTER
US POSTAL SERVICE
PO BOX 419636
KANSAS CITY MO 64141-6436

or by telephoning 1 800 STAMP-24.

—Stamp Services, Marketing, 5-23-96

American Indian Dances Commemorative Stamp Products

On June 7, 1996, the U.S. Postal Service will issue a 20-stamp pane of 32-cent American Indian Dances stamps in Oklahoma City, Oklahoma. In addition to the stamps, the following products are available:

- **Open Edition, Item 8852, $29.95.** This pane of 20 commemorative stamps is hand-signed by the stamp artist, Keith Birdsong, and includes a certificate of authenticity.
- **First Day Souvenir, Item 8850, $14.95.** The First Day Souvenir is a beautifully designed souvenir folder packed full of historical information. It holds a pane of 20 stamps with an official first day cancellation.
- **Poster, Item 8862, $12.95.** The 18″ x 28″ poster showcases the five Indian dances (Raven, Fancy, Hoop, Butterfly, and Traditional) and includes a strip of the five stamps.
- **StampFolio, Item 9875, $9.95.** This colorful folio includes a strip of five stamps and a full-length CD of Indian dance recordings by Cedartree Singers and Smithsonian Folkways.
- **Commemorative Panel, Item 9975, $7.95.** This product is an 8½″ x 11″ panel with historical information, engravings, and a strip of the five stamps.

The American Indian Dances stamps and StampFolio will be available at post offices nationwide. The open edition, first day souvenir, commemorative panel, and poster are available only through Postal Retail Stores, Post Office Express outlets, or by mail from:

PHILATELIC FULFILLMENT CENTER
US POSTAL SERVICE
PO BOX 419636
KANSAS CITY MO 64141-6436

or by telephoning 1 800 STAMP-24.

—Stamp Services, Marketing, 5-23-96

$9.95 American Indian Dances StampFolio

The $9.95 American Indian Dances StampFolio, Item 9875, will be placed on sale nationwide on June 8, 1996. This StampFolio includes a strip of five 32-cent American Indian Dances stamps, with a full-length CD of Indian dance music recordings by Cedartree Singers and Smithsonian Folkways.

Minnesota Diversified Industries (MDI), a private sector supplier, will package and distribute this product and issue Form 3309, *Advice of Shipment/Stamp Invoice,* to post offices.

Supply

Stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive an automatic distribution based on the following:

Offices That Receive This Quantity of Standard Commemorative Stamps	Will Receive This Quantity of the $9.95 American Indian Dances StampFolio
125,000 to 375,000	250
500,000 to 750,000	500
875,000 to 1,125,000	750
1,250,000 to 1,375,000	1,000
1,500,000 to 1,675,000	1,500
1,750,000 to 3,000,000	2,000
4,000,000	2,500
5,125,000	3,000

All post offices requiring StampFolios should requisition them from their designated SDO, using a separate Form 17, *Stamp Requisition,* or from their designated SDN, using a separate Form 17-S*, Stamp Distribution Network Stamp Requisition.* Requisitions must be in multiples of five StampFolios.

Sales

Report sales of Item 9875 in account identifier code (AIC) 092.

—Stamp Services, Marketing, 5-23-96

POST OFFICES

Post Office Changes Number 8

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	041278	72618	AR	Bruno	Marion	Main Office	Post Office	4/13/96	Post office and ZIP Code discontinued. Establish a place name. Bruno AR becomes an acceptable last line of address for use with ZIP Code 72682.
New	048856	72682	AR	Valley Springs	Boone	Bruno	Place Name	4/13/96	
Old	057980	92680	CA	Tustin	Orange	Main Office	Post Office	7/1/96	ZIP Code discontinued. Establish a new ZIP Code for a delivery area. Use Tustin CA 92780 as last line of address for a portion of the deliveries previously in ZIP Code 92680.
New	057980	92780	CA	Tustin	Orange	Main Office	Post Office	7/1/96	
Old	053710	92714	CA	Irvine	Orange	Main Office	Post Office	7/1/96	ZIP Code discontinued. Establish a new ZIP Code for a delivery area. Use Tustin CA 92782 as last line of address for a portion of the deliveries previously in ZIP Code 92714. This amends PB 21919.
New	057980	92782	CA	Tustin	Orange	Main Office	Post Office	7/1/96	
Old	113030	33325	FL	Ft Lauderdale	Broward	Davie Branch	Classified Branch	5/31/96	This announcement changes the administrative responsibility for ZIP Code 33325 from the Davie Branch to the Westside Branch of the Ft Lauderdale Post Office.
New	113030	33325	FL	Ft Lauderdale	Broward	Westside Branch	Classified Branch	5/31/96	
Old	113030	33326	FL	Ft Lauderdale	Broward	Davie Branch	Classified Branch	5/31/96	This announcement changes the administrative responsibility for ZIP Code 33326 from the Davie Branch to the Westside Branch of the Ft Lauderdale Post Office.
New	113030	33326	FL	Ft Lauderdale	Broward	Westside Branch	Classified Branch	5/31/96	
Old	113030	33327	FL	Ft Lauderdale	Broward	Davies Branch	Classified Branch	5/31/96	This announcement changes the administrative responsibility for ZIP Code 33327 from the Davie Branch to the Westside Branch of the Ft Lauderdale Post Office.
New	113030	33327	FL	Ft Lauderdale	Broward	Westside Branch	Classified Branch	5/31/96	
Old	113030		FL	Ft Lauderdale	Broward	Main Office	Post Office	5/31/96	Establish a new ZIP Code for post office boxes. Establish a new classified Branch. Use Davie FL 33355 as last line of address.
New	113030	33355	FL	Ft Lauderdale	Broward	Westside Branch	Classified Branch	5/31/96	
Old	114380	32206	FL	Jacksonville	Duval	Station F	Classified Station	2/24/96	This announcement changes the name of Station F to Springfield Station.
New	114380	32206	FL	Jacksonville	Duval	Springfield Station	Classified Station	2/24/96	
Old	130500	96910	GU	Barrigada	Guam	Agana	Classified Station	7/1/96	Establish a new ZIP Code for post office boxes. Use Agana GU 96932 as last line of address for post office boxes previously in ZIP Code 96910.
New	130500	96932	GU	Barrigada	Guam	Agana	Classified Station	7/1/96	
Old	166486	62301	IL	Quincy	Adams	Downtown Station	Classified Station	4/1/96	This announcement changes the name of the Downtown Station to the Orville H. Browning Station.
New	166486	62301	IL	Quincy	Adams	Orville H. Browning Station	Classified Station	4/1/96	
Old	188766	50253	IA	Taintor	Mahaska	Main Office	Post Office	4/27/96	Post office and ZIP Code discontinued. Establish a place name. Taintor IA becomes an acceptable last line of address for use with ZIP Code 50207.
New	186525	50207	IA	New Sharon	Mahaska	Taintor	Place Name	4/27/96	
Old	180711	50030	IA	Baconsfield	Ringgola	Main Office	Post Office	3/23/96	Post office and ZIP Code discontinued. Establish a place name. Baconsfield IA becomes an acceptable last line of address for use with ZIP Code 50074.
New	188883	50074	IA	Tingley	Ringgola	Baconsfield	Place Name	3/23/96	

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	202732	41323	KY	Fillmore	Lee	Main Office	Post Office	4/6/96	Post office and ZIP Code discontinued. Establish a place name. Fillmore KY becomes an acceptable last line of address for use with ZIP Code 41311.
New	200472	41311	KY	Beattyville	Lee	Fillmore	Place Name	4/6/96	
Old	203232	41819	KY	Gordon	Letcher	Main Office	Post Office	4/6/96	Post office discontinued. Retain ZIP Code. Establish a place name. Use Gordon KY 41819 as last line of address.
New	201740	41819	KY	Cornettsville	Perry	Gordon	Place Name	4/6/96	
Old	207884	40171	KY	Union Star	Breckenridge	Main Office	Post Office	4/6/96	Post office and discontinued. Retain ZIP Code. Establish a place name. Use Union Star KY 40171 as last line of address.
New	203532	40171	KY	Hardinsburg	Breckenridge	Union Star	Place Name	4/6/96	
Old	207860	41771	KY	Typo	Perry	Main Office	Post Office	4/13/96	Post office and ZIP Code discontinued. Establish a place name. Typo KY becomes an acceptable last line of address for use with ZIP Code 41701.
New	203616	41701	KY	Hazard	Perry	Typo	Place Name	4/13/96	
Old	207672	41261	KY	Threeforks	Martin	Main Office	Post Office	5/4/96	Post office and ZIP Code discontinued. Establish a place name. Threeforks KY becomes an acceptable last line of address for use with ZIP Code 41224.
New	203988	41224	KY	Inez	Martin	Threeforks	Place Name	5/4/96	
Old	205684	41357	KY	Noctor	Breathitt	Main Office	Post Office	5/4/96	Post office and ZIP Code discontinued. Establish a place name. Noctor KY becomes an acceptable last line of address for use with ZIP Code 41339.
New	204052	41339	KY	Jackson	Breathitt	Noctor	Place Name	5/4/96	
Old	206384	41363	KY	Quicksand	Breathitt	Main Office	Post Office	4/13/96	Post office and ZIP Code discontinued. Establish a place name. Quicksand KY becomes an acceptable last line of address for use with ZIP Code 41339.
New	204052	41339	KY	Jackson	Breathitt	Quicksand	Place Name	4/13/96	
Old	204424	40341	KY	Lamero	Rockcastle	Main Office	Post Office	4/6/96	Post office and ZIP Code discontinued. Establish a place name. Lamero KY becomes an acceptable place name for use with ZIP Code 40445.
New	204704	40445	KY	Livingston	Rockcastle	Lamero	Place Name	4/6/96	
Old	205596	41840	KY	Neon	Letcher	Fleming	Community Post Office	3/30/96	Community Post Office discontinued. Retain ZIP Code. Use Fleming-Neon KY 41840 as last line of address.
New	205596	41840	KY	Neon	Letcher	Fleming-Neon	Place Name	3/30/96	
Old	203812	41823	KY	Hollybush	Knott	Main Office	Post Office	4/6/96	Post office and ZIP Code discontinued. Establish a place name. Hollybush KY becomes an acceptable last line of address for use with ZIP Code 41844.
New	206172	41844	KY	Pippa Passes	Knott	Hollybush	Place Name	4/6/96	
Old	206944	41466	KY	Seitz	Magoffin	Main Office	Post Office	5/4/96	Post office and ZIP Code discontinued. Establish a place name. Seitz KY becomes an acceptable last line of address for use with ZIP Code 41465.
New	206816	41465	KY	Salyersville	Magoffin	Seitz	Place Name	5/4/96	
Old	201908	41211	KY	Culver	Elliott	Main Office	Post Office	4/6/96	Post office and ZIP Code discontinued. Establish a place name. Culver KY becomes an acceptable last line of address for use with ZIP Code 41171.
New	206848	41171	KY	Sandy Hook	Elliott	Culver	Place Name	4/6/96	
Old	208312	41474	KY	White Oak	Morgan	Main Office	Post Office	1/6/96	Post office and ZIP Code discontinued. Establish a place name. White Oak KY becomes an acceptable last line of address for use with ZIP Code 41472.
New	208240	41472	KY	West Liberty	Morgan	White Oak	Place Name	1/6/96	

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	204352	41829	KY	Kona	Letcher	Main Office	Post Office	4/6/96	Post office and ZIP Code discontinued. Establish a place name. Kona KY becomes an acceptable place name for use with ZIP Code 41858.
New	208328	41858	KY	Whitesburg	Letcher	Kona	Place Name	4/6/96	
Old	201936	41732	KY	Cutshin	Leslie	Main Office	Post Office	4/6/96	Post office and ZIP Code discontinued. Establish a place name. Cutshin KY becomes an acceptable last line of address for use with ZIP Code 41776.
New	208540	41776	KY	Wooton	Leslie	Cutshin	Place Name	4/6/96	
Old	215057	70605	LA	Lake Charles	Calcasieu	Main Office	Post Office	7/1/96	Establish a new ZIP Code for a delivery area. Use Lake Charles 70607 as last line of address for deliveries previously in ZIP Code 70605.
New	215057	70607	LA	Lake Charles	Calcasieu	Main Office	Post Office	7/1/96	
Old	266970	56741	MN	Oak Island	Lake of the Woods	Main Office	Post Office	4/27/96	Post office discontinued. Retain ZIP Code. Establish a community post office. Use Oak Island MN 56741 as last line of address.
New	260270	56741	MN	Angle Inlet	Lake of the Woods	Oak Island	Community Post Office	4/27/96	
Old	260790	56436	MN	Benedict	Cass	Main Office	Post Office	11/11/95	Post office discontinued. Retain ZIP Code. Establish a community post office. Use Benedict MN 56436 as last line of address.
New	269550	56436	MN	Walker	Cass	Benedict	Community Post Office	11/11/95	
Old	302085	68829	NE	Cotesfield	Howard	Main Office	Post Office	11/18/95	Post office and ZIP Code discontinued. Establish a place name. Cotesfield NE becomes an acceptable last line of address for use with ZIP Code 68835.
New	302820	68835	NE	Elba	Howard	Cotesfield	Place Name	11/18/95	
Old	384942	43335	OH	Martel	Marion	Main Office	Post Office	2/2/96	Post office discontinued. Retain ZIP Code. Establish a community post office. Use Martel OH 43335 as last line of address.
New	381246	43335	OH	Caledonia	Marion	Martel	Community Post Office	2/2/96	
Old	451860	29526	SC	Conway	Horry	Main Office	Post Office	7/1/96	Establish a new ZIP Code for post office boxes. Use Conway SC 29528 as last line of address for post office boxes previously in ZIP Code 29526.
New	451860	29528	SC	Conway	Horry	Main Office	Post Office	7/1/96	
Old	456380	29076	SC	North	Orangeburg	Livingston	Community Post Office	5/18/96	Community post office and ZIP Code discontinued. Establish a place name. Livingston SC becomes an acceptable last line of address for use with ZIP Code 29107.
New	456180	29107	SC	Neeses	Orangeburg	Livingston	Place Name	5/18/96	
Old	497072	84331	UT	Portage	Box Elder	Main Office	Post Office	3/2/96	Post office discontinued. Retain ZIP Code. Establish a place name. Use Portage UT 84331 as last line of address.
New	492924	84331	UT	Garland	Box Elder	Portage	Place Name	3/2/96	
Old	544718	98261	WA	Lopez	San Juan	Main Office	Post Office	4/19/95	This announcement changes the name of the Lopez Post Office to the Lopez Island Post Office.
New	544718	98261	WA	Lopez Island	San Juan	Main Office	Post Office	4/19/95	
Old	552586	24832	WV	English	McDowell	Main Office	Post Office	5/1/96	This announcement expands the use of ZIP Code 24832 to include new rural delivery. Use English WV 24832 as last line of address.
New	552586	24832	WV	English	McDowell	Main Office	Post Office	5/1/96	
Old	575928	82080	WY	McFadden	Carbon	Main Office	Post Office	5/5/96	Post office and ZIP Code discontinued. Establish a place name. McFadden WY becomes an acceptable last line of address for use with ZIP Code 82083.
New	577714	82083	WY	Rock River	Albany	McFadden	Place Name	5/5/96	

—Address Management, Operations Support, 5-23-96

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