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Domestic Mail Classification Schedule

Historical Document



**Warning:** The rates appearing within the Domestic Mail Classification Schedule are obsolete. The classifications appearing within the Domestic Mail Classification Schedule may not represent current Postal Service product offerings.



## **INTRODUCTION**

This document revises and replaces the version of the Domestic Mail Classification Schedule (DMCS) published April 1, 2008 by the Commission. The changes reflect implementation of the Negotiated Service Agreement with The Bradford Group in Docket No. MC2007-4 adding DMCS section 621 and Rate Schedules 621A, 621B, and 621C.



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## EXPEDITED MAIL CLASSIFICATION SCHEDULE

### 110 DEFINITION

Expedited Mail is mail matter entered as Express Mail under the provisions of this Schedule. Any matter eligible for mailing may, at the option of the mailer, be mailed as Express Mail. Insurance is either included in Express Mail postage or is available for an additional charge, depending on the value and nature of the item sent by Express Mail.

### 120 DESCRIPTION OF SERVICES

#### 121 Same Day Airport Service

Same Day Airport service is available between designated airport mail facilities.

#### 122 Custom Designed Service

**122.1 General.** Custom Designed service is available between designated postal facilities or other designated locations for mailable matter tendered under a service agreement between the Postal Service and the mailer. Service under a service agreement shall be offered in a manner consistent with 39 U.S.C. 403(c).

**122.2 Service Agreement.** A service agreement shall set forth the following:

- a. The scheduled place for each shipment tendered for service to each specific destination;
- b. Scheduled place for claim, or delivery, at destination for each scheduled shipment;
- c. Scheduled time of day for tender at origin and for claim or delivery at destination.

**122.3 Pickup and Delivery.** Pickup at the mailer's premises, and/or delivery at an address other than the destination postal facility is provided under terms and conditions as specified by the Postal Service.

**122.4 Commencement of Service Agreement.** Service provided pursuant to a service agreement shall commence not more than 10 days after the signed service agreement is tendered to the Postal Service.

**122.5 Termination of Service Agreement**

**122.51 Termination by Postal Service.** Express Mail service provided pursuant to a service agreement may be terminated by the Postal Service upon 10 days prior written notice to the mailer if:

- a. Service cannot be provided for reasons beyond the control of the Postal Service or because of changes in Postal Service facilities or operations, or
- b. The mailer fails to adhere to the terms of the service agreement or this schedule.

**122.52 Termination by Mailers.** The mailer may terminate a service agreement, for any reason, by notice to the Postal Service.

**123 Next Day Service and Second Day Service**

**123.1 Availability of Services.** Next Day and Second Day Services are available at designated retail postal facilities to designated destination facilities or locations for items tendered by the time or times specified by the Postal Service. Next Day Service is available for overnight delivery. Second Day Service is available for delivery on the second day or, in certain circumstances, the second delivery day, as specified by the Postal Service. For purposes of this schedule, the “second delivery day” is the next delivery day following the second day.

**123.2 Pickup Service.** Pickup service is available for Next Day and Second Day Services under terms and conditions as specified by the Postal Service. Service shall be offered in a manner consistent with 39 U.S.C. 403(c).

**130 PHYSICAL LIMITATIONS**

Express Mail may not exceed 70 pounds or 108 inches in length and girth combined.

**140 POSTAGE AND PREPARATION**

Except as provided in Rate Schedules 121, 122 and 123, postage on Express Mail is charged on each piece. For shipments tendered in Express Mail pouches under a service agreement, each pouch is a piece.

**150 DEPOSIT AND DELIVERY**

**151 Deposit**

Express Mail must be deposited at places designated by the Postal Service.

**152 Receipt**

A receipt showing the time and date of mailing will be provided to the mailer upon acceptance of Express Mail by the Postal Service. This receipt serves as evidence of mailing.

**153 Service**

Express Mail service provides a high speed, high reliability service. Same Day Airport Express Mail will be dispatched on the next available transportation to the destination airport mail facility. Custom Designed Express Mail will be available for claim or delivery as specified in the service agreement.

**154 Forwarding and Return**

When Express Mail is returned, or forwarded, as specified by the Postal Service, there will be no additional charge.

**160 ANCILLARY SERVICES**

The following services may be obtained in conjunction with mail sent under this classification schedule upon payment of applicable fees:

<b>Service</b>	<b>Schedule</b>
a. Address correction	911
b. Return receipts	945
c. COD	944
d. Express Mail Insurance	943

**170 RATES AND FEES**

The rates for Express Mail are set forth in the following rate schedules:

	<b>Schedule</b>
a. Same Day Airport	121
b. Custom Designed	122
c. Next Day Post Office-to-Post Office	123
d. Second Day Post Office-to-Post Office	123
e. Next Day Post Office-to-Addressee	123
f. Second Day Post Office-to-Addressee	123

**180 REFUNDS**

**181 Procedure**

Claims for refunds of postage must be filed within the period of time and under terms and conditions specified by the Postal Service.

**182 Availability**

**182.1 Same Day Airport.** Except as provided in 182.5, the Postal Service will refund the postage for Same Day Airport Express Mail not available for claim by the time specified.

**182.2 Custom Designed.** Except where a service agreement provides for claim, or delivery, of Custom Designed Express Mail more than 24 hours after scheduled tender at point of origin, the Postal Service will refund postage for such mail not available for claim, or not delivered, within 24 hours of mailing, except as provided in 182.5.

**182.3 Next Day.** Except as provided in 182.5, the Postal Service will refund postage for Next Day Express Mail not available for claim or not delivered:

- a. By 10:00 a.m., or earlier time(s) specified by the Postal Service, of the next delivery day in the case of Post Office-to-Post Office service; or
- b. By 3:00 p.m., or earlier time(s) specified by the Postal Service, of the next delivery day in the case of Post Office-to-Addressee service.

- 182.4**      **Second Day.** Except as provided in 182.5, the Postal Service will refund postage for Second Day Express Mail not available for claim or not delivered:
- a. By 10:00 a.m., or earlier time(s) specified by the Postal Service, of the second delivery day in the case of Post Office-to-Post Office service; or
  - b. By 3:00 p.m., or earlier time(s) specified by the Postal Service, of the second delivery day in the case of Post Office-to-Addressee service.

**182.5**      **Limitations**

- 182.51**      Refunds may not be available if delivery was attempted within the times required for the specific service, or if the delay was caused by:
- a. proper detention for law enforcement purposes;
  - b. strike or work stoppage;
  - c. late deposit of shipment, forwarding, return, incorrect address, or incorrect ZIP code;
  - d. delay or cancellation of flights;
  - e. governmental action beyond the control of the Postal Service or air carriers;
  - f. war, insurrection, or civil disturbance;
  - g. breakdowns of a substantial portion of the USPS transportation network resulting from events or factors outside the control of the Postal Service; or
  - h. acts of God.

## **FIRST-CLASS MAIL CLASSIFICATION SCHEDULE**

### **210 DEFINITION**

Any matter eligible for mailing, except Regular and Nonprofit Presort category mail entered as Customized Market Mail under sections 321.22 and 323.22, may, at the option of the mailer, be mailed as First-Class Mail. The following must be mailed as First-Class Mail, unless mailed as Express Mail or exempt under title 39, United States Code, or except as authorized under sections 344.12, 344.23 and 443:

- a. Mail sealed against postal inspection as set forth in section 5000;
- b. Matter wholly or partially in handwriting or typewriting except as specifically permitted by sections 312, 313, 520, 544.2, and 446;
- c. Matter having the character of actual and personal correspondence except as specifically permitted by sections 312, 313, 520, 544.2, and 446; and
- d. Bills and statements of account.

### **220 DESCRIPTION OF SUBCLASSES**

#### **221 Letters and Sealed Parcels Subclass**

**221.1 General.** The Letters and Sealed Parcels subclass consists of First-Class Mail weighing 13 ounces or less that is not mailed under section 222 or 223.

**221.2 Regular Rate Categories.** The regular rate categories consist of Letters and Sealed Parcels subclass mail not mailed under section 221.3 or 221.4.

**221.21 Single-Piece Rate Category.** The single-piece rate category applies to regular rate Letters and Sealed Parcels subclass mail not mailed under section 221.22 or 221.24.

**221.211 Letters.** The letter rates apply to pieces that:

- a. Do not exceed 3.5 ounces in weight;
- b. Exhibit a length between 5.0 and 11.5 inches;

- c. Exhibit a height between 3.5 and 6.125 inches; and
- d. Exhibit a thickness between 0.007 and 0.25 inches.

**221.212 Flats.** The flat rates apply to pieces that:

- a. Exceed 3.5 ounces in weight, but otherwise meet the requirements specified in section 221.211 for letters; or
- b. Exhibit the following dimensions:
  - i. A length more than 11.5 inches, or a height more than 6.125 inches, or a thickness more than 0.25 inches; and
  - ii. A length not more than 15 inches, or a height not more than 12 inches, or a thickness not more than 0.75 inches.

**221.213 Parcels.** The parcel rates apply to single-piece rate category pieces that are not eligible for letter or flat rates as defined in sections 221.211 and 221.212.

**221.22 Presort Rate Category.** The presort rate category applies to Letters and Sealed Parcels subclass mail that:

- a. Is prepared in a mailing of at least 500 pieces;
- b. Is presorted, marked, and presented as specified by the Postal Service; and
- c. Meets the addressing and other preparation requirements specified by the Postal Service.

**221.221 Letters.** The letter rates apply to pieces that:

- a. Do not exceed 3.5 ounces in weight;
- b. Exhibit a length between 5.0 and 11.5 inches;
- c. Exhibit a height between 3.5 and 6.125 inches; and
- d. Exhibit a thickness between 0.007 and 0.25 inches.

**221.222 Flats.** The flat rates apply to pieces that:

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- a. Exceed 3.5 ounces in weight, but otherwise meet the requirements specified in section 221.221 for letters; or
- b. Exhibit the following dimensions:
  - i. A length more than 11.5 inches, or a height more than 6.125 inches, or a thickness more than 0.25 inches; and
  - ii. A length not more than 15 inches, or a height not more than 12 inches, or a thickness not more than 0.75 inches.

**221.223 Repositionable Notes.** Repositionable Notes may be attached to the exterior of letter-size and flat-size presort rate category mail, as specified by the Postal Service. The additional charge for the Repositionable Note is specified in note 3 to Rate Schedule 221.

This provision for Repositionable Notes expires as provided below.

- a. If a request to continue to test or make Repositionable Notes permanent is filed, this provision expires on the implementation date for the replacement service, or if no replacement is implemented, three months after the Commission takes action under section 3624 of title 39, on such request.
- b. If the Postal Service determines not to file such request, this provision expires on such date as specified by the Postal Service, but no later than April 3, 2008.

**221.23** *Reserved*

**221.24 Qualified Business Reply Mail Rate Category.** The qualified business reply mail rate category applies to Letters and Sealed Parcels subclass mail that:

- a. Is provided to senders by the recipient, an advance deposit account business reply mail permit holder, for return by mail to the recipient;
- b. Bears the recipient's preprinted machine-readable return address, a barcode representing not more than 11 digits (not including "correction" digits), a Facing Identification Mark, and other markings specified and approved by the Postal Service; and



- c. Meets the letter machinability and other preparation requirements specified by the Postal Service.

**221.25**     ***Reserved***

**221.26**     **Nonmachinable Surcharge.** Single-piece and presort letter-shaped mail as defined in section 221.211 or 221.221 is subject to a surcharge if:

- a. Its aspect ratio does not fall between 1 to 1.3 and 1 to 2.5 inclusive; or
- b. It does not meet letter machinability requirements as specified by the Postal Service.

**221.3**     **Automation Rate Categories — Letters and Flats**

**221.31**     **General.** The automation rate categories consist of Letters and Sealed Parcels subclass mail weighing 13 ounces or less that:

- a. Is presorted, marked, and presented as specified by the Postal Service;
- b. Bears a barcode representing not more than 11 digits (not including "correction" digits) as specified by the Postal Service; and
- c. Meets the machinability, addressing, barcoding, and other preparation requirements specified by the Postal Service.

**221.32**     **Letter Categories**

**221.321**     **General.** The letter rates apply to pieces that:

- a. Do not exceed 3.5 ounces in weight;
- b. Exhibit a length between 5.0 and 11.5 inches;
- c. Exhibit a height between 3.5 and 6.125 inches; and
- d. Exhibit a thickness between 0.007 and 0.25 inches.

**221.322**     **Mixed AADC Rate Category.** The Mixed AADC rate category applies to letter-size automation rate category mail not mailed under section 221.323, 221.324, or 221.325.

- 221.323 AADC Rate Category.** The AADC rate category applies to letter-size automation rate category mail presorted to automated area distribution center destinations as specified by the Postal Service.
- 221.324 Three-Digit Rate Category.** The three-digit rate category applies to letter-size automation rate category mail presorted to single or multiple three-digit ZIP Code destinations as specified by the Postal Service.
- 221.325 Five-Digit Rate Category.** The five-digit rate category applies to letter-size automation rate category mail presorted to single or multiple five-digit ZIP Code destinations as specified by the Postal Service.
- 221.326 Repositionable Notes.** Repositionable Notes may be attached to the exterior of automation letter rate category mail, as specified by the Postal Service. The additional charge for the Repositionable Note is specified in note 3 to Rate Schedule 221.

This provision for Repositionable Notes expires as provided below.

- a. If a request to continue to test or make Repositionable Notes permanent is filed, this provision expires on the implementation date for the replacement service, or if no replacement is implemented, three months after the Commission takes action under section 3624 of title 39, on such request.
- b. If the Postal Service determines not to file such request, this provision expires on such date as specified by the Postal Service, but no later than April 3, 2008.

**221.33 Flats Categories**

**221.331 General.** The flat rates apply to pieces that exhibit:

- a. A length more than 11.5 inches, or a height more than 6.125 inches, or a thickness more than 0.25 inches; and
- b. A length not more than 15 inches, or a height not more than 12 inches, or a thickness not more than 0.75 inches.

**221.332 Mixed ADC Flats Rate Category.** The Mixed ADC flats rate category applies to flat-size automation rate category mail not mailed under section 221.333, 221.334, or 221.335.

- 221.333 ADC Flats Rate Category.** The ADC flats rate category applies to flat-size automation rate category mail presorted to area distribution center destinations as specified by the Postal Service.
- 221.334 Three-Digit Flats Rate Category.** The three-digit flats rate category applies to flat-size automation rate category mail presorted to single or multiple three-digit ZIP Code destinations as specified by the Postal Service.
- 221.335 Five-Digit Flats Rate Category.** The five-digit flats rate category applies to flat-size automation rate category mail presorted to single or multiple five-digit ZIP Code destinations as specified by the Postal Service.
- 221.336 Repositionable Notes.** Repositionable Notes may be attached to the exterior of automation flats rate category mail, as specified by the Postal Service. The additional charge for the Repositionable Note is specified in note 3 to Rate Schedule 221.

This provision for Repositionable Notes expires as provided below.

- a. If a request to continue to test or make Repositionable Notes permanent is filed, this provision expires on the implementation date for the replacement service, or if no replacement is implemented, three months after the Commission takes action under section 3624 of title 39, on such request.
- b. If the Postal Service determines not to file such request, this provision expires on such date as specified by the Postal Service, but no later than April 3, 2008.

**221.4 Business Parcels Categories.**

**221.41 General.** The business parcels categories apply to Letters and Sealed Parcels subclass mail that:

- a. Is prepared in a mailing of at least 500 pieces;
- b. Is presorted, marked, and presented as specified by the Postal Service;
- c. Exhibit lengths between 3.5 and 18.0 inches;
- d. Exhibit heights between 3.0 and 15.0 inches;
- e. Exhibit thicknesses between 0.05 and 22.0 inches; and

- f. Meets the addressing and other preparation requirements as specified by the Postal Service.

**221.42 Single-Piece Rate.** The single-piece rate category as defined in 221.213 applies to pieces not qualifying under section 221.43, 221.44, or 221.45.

**221.43 ADC Parcels Rate Category.** The ADC parcels rate category applies to parcel rate category mail presorted to area distribution center destinations as specified by the Postal Service.

**221.44 Three-Digit Parcels Rate Category.** The three-digit parcels rate category applies to parcels rate category mail presorted to single or multiple three-digit ZIP Code destinations as specified by the Postal Service.

**221.45 Five-Digit Parcels Rate Category.** The five-digit parcels rate category applies to parcels rate category mail presorted to single or multiple five-digit ZIP Code destinations as specified by the Postal Service.

**221.46 Nonbarcoded and Nonmachinable Surcharge.** Parcels rate category pieces qualifying for sections 221.43 and 221.44 are subject to a surcharge if non-barcoded, less than 2 ounces, or nonmachinable as specified by the Postal Service.

## **222 Cards Subclass**

### **222.1 Definition**

**222.11 Cards.** The Cards subclass consists of Stamped Cards, defined in section 962.1, and postcards. A postcard is a privately printed mailing card for the transmission of messages. To be eligible to be mailed as a First-Class Mail postcard, a card must be of uniform thickness, prepared as specified by the Postal Service, and must not exceed any of the following dimensions:

- a. 6 inches in length;
- b. 4 1/4 inches in height; or
- c. 0.016 inch in thickness.

**222.12 Double Cards.** Double Stamped Cards or double postcards may be mailed as Stamped Cards or postcards. Double Stamped Cards are defined in section 962.1. A double postcard consists of two attached cards, one of

which may be detached by the receiver and returned by mail as a single postcard.

**222.2** *Reserved*

**222.3** **Regular Rate Categories**

**222.31** **Single-Piece Rate Category.** The single-piece rate category applies to regular rate Cards subclass mail not mailed under section 222.32 or 222.34.

**222.32** **Presort Rate Category.** The presort rate category applies to Cards subclass mail that:

- a. Is prepared in a mailing of at least 500 pieces;
- b. Is presorted, marked, and presented as specified by the Postal Service; and
- c. Meets the addressing and other preparation requirements specified by the Postal Service.

**222.33** *Reserved*

**222.34** **Qualified Business Reply Mail Rate Category.** The qualified business reply mail rate category applies to Cards subclass mail that:

- a. Is provided to senders by the recipient, an advance deposit account business reply mail permit holder, for return by mail to the recipient;
- b. Bears the recipient's preprinted machine-readable return address, a barcode representing not more than 11 digits (not including "correction" digits), a Facing Identification Mark, and other markings specified and approved by the Postal Service; and
- c. Meets the card machinability and other preparation requirements specified by the Postal Service.

**222.4** **Automation Rate Categories**

**222.41** **General.** The automation rate categories consist of Cards subclass mail that:

- a. Is presorted, marked, and presented as specified by the Postal Service;

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- b. Bears a barcode representing not more than 11 digits (not including "correction" digits) as specified by the Postal Service; and
- c. Meets the machinability, addressing, barcoding, and other preparation requirements specified by the Postal Service.

**222.42 Mixed AADC Rate Category.** The Mixed AADC rate category applies to automation rate category cards not mailed under section 222.43, 222.44, or 222.45.

**222.43 AADC Rate Category.** The AADC rate category applies to automation rate category cards presorted to automated area distribution center destinations as specified by the Postal Service.

**222.44 Three-Digit Rate Category.** The three-digit rate category applies to automation rate category cards presorted to single or multiple three-digit ZIP Code destinations as specified by the Postal Service.

**222.45 Five-Digit Rate Category.** The five-digit rate category applies to automation rate category cards presorted to single or multiple five-digit ZIP Code destinations as specified by the Postal Service.

**223 Priority Mail Subclass**

**223.1 General.** The Priority Mail subclass consists of:

- a. First-Class Mail weighing more than 13 ounces; and
- b. Any mailable matter which, at the option of the mailer, is mailed for expeditious handling and transportation.

**223.2 Single-Piece Priority Mail Rate Category.** The single-piece Priority Mail rate category applies to Priority Mail subclass mail not mailed under section 223.3.

**223.3 *Reserved***

**223.4 Flat Rate Box**

**223.41 General.** Priority Mail subclass mail sent in a "flat rate" box with an external size of 0.34 cubic feet, provided by the Postal Service, is charged the rate designated in Rate Schedule 223, note 2.

- 223.5 Flat Rate Envelope.** Priority Mail subclass mail sent in a “flat rate” envelope provided by the Postal Service is charged the one-pound rate.
- 223.6 Pickup On-Demand.** Pickup On-Demand service is available for Priority Mail subclass mail under terms and conditions specified by the Postal Service.
- 223.7 Bulky Parcels.** In zones 1 through 4 including Local), Priority Mail subclass mail weighing less than 20 pounds but measuring more than 84 inches in combined length and girth is charged the applicable rate for a 20-pound parcel (balloon rate).
- 223.8 Low-Density Parcels.** In zones 5 through 8, Priority Mail subclass mail exceeding one cubic foot is rated at the actual weight or the dimensional weight, whichever is greater.
- a. For box-shaped parcels, the dimensional weight, in pounds, is calculated as the length times the width times the height, all in inches, divided by 194.
  - b. For irregularly-shaped parcels (not appearing box-shaped), the dimensional weight, in pounds, is calculated as the length times the width times the height at their maximum cross-sections, all in inches, divided by 194, and multiplied by an adjustment factor of 0.785.

**230 PHYSICAL LIMITATIONS**

**231 Size and Weight**

First-Class Mail may not exceed 70 pounds or 108 inches in length and girth combined. Additional size and weight limitations apply to individual First-Class Mail subclasses.

**240 POSTAGE AND PREPARATION**

Postage on First-Class Mail must be paid as set forth in section 3000. Postage is computed separately on each piece of mail. Pieces not within the same postage rate increment may be mailed at other than a single-piece rate as part of the same mailing only when specific methods approved by the Postal Service for determining and verifying postage are followed. All mail mailed at other than a single-piece rate must have postage paid in a manner not requiring cancellation.

**241 FOREVER STAMP**

Postage for the first ounce of a First-Class Mail single-piece letter may be paid through the application of a Forever Stamp. The Forever Stamp is sold at the prevailing rate for single-piece letters, first ounce, in Rate Schedule 221. Once purchased, the Forever Stamp may be used for first ounce letter postage at any time in the future, regardless of the prevailing rate at the time of use.

**250 DEPOSIT AND DELIVERY**

**251 Deposit**

First-Class Mail must be deposited at places and times designated by the Postal Service.

**252 Service**

First-Class Mail receives expeditious handling and transportation, except that when First-Class Mail is attached to or enclosed with mail of another class, the service of that class applies.

**253 Forwarding and Return**

First-Class Mail that is undeliverable-as-addressed is forwarded or returned to the sender without additional charge.



**260 ANCILLARY SERVICES**

The following services may be obtained in conjunction with mail sent under this classification schedule upon payment of applicable fees:

<b>Service</b>	<b>Schedule</b>
a. Address Correction	911
b. Business Reply Mail	931
c. Certificates of Mailing	947
d. Certified Mail	941
e. COD	944
f. Insurance	943
g. Registered Mail	942
h. Return Receipt (limited to merchandise sent by Priority Mail)	945
i. Merchandise Return	932
j. Delivery Confirmation (limited to parcel-shaped Letters and Sealed Parcels and Priority Mail)	948
k. Signature Confirmation (limited to parcel-shaped Letters and Sealed Parcels and Priority Mail)	949

**270 RATES AND FEES**

**271 First-Class Mail.** The rates and fees for First-Class Mail are set forth in the following rate schedules:

	<b>Schedule</b>
a. Letters and Sealed Parcels	221
b. Cards	222
c. Priority Mail	223

**272 Keys and Identification Devices.** Keys, identification cards, identification tags, or similar identification devices that:

- a. weigh no more than 2 pounds;
- b. are mailed without cover; and

- c. bear, contain, or have securely attached the name and address information, as specified by the Postal Service, of a person, organization, or concern, with instructions to return to the address and a statement guaranteeing the payment of postage due on delivery; are subject to the following rates and fees:
  - i. the applicable single-piece rates in schedules 221 or 223; and
  - ii. the fee set forth in Fee Schedule 931 for payment of postage due charges if an active business reply mail advance deposit account is not used.

## **280 AUTHORIZATIONS AND LICENSES**

The mailing fee set forth in schedule 1000 must be paid once each year at each office of mailing or office of verification, as specified by the Postal Service, by or for mailers of other than single-piece First-Class Mail. Payment of the fee allows the mailer to mail at any First-Class rate.

## **STANDARD MAIL CLASSIFICATION SCHEDULE**

### **310 DEFINITION**

#### **311 General**

Any mailable matter weighing less than 16 ounces may be mailed as Standard Mail except:

- a. Matter required to be mailed as First-Class Mail;
- b. Copies of a publication that is entered as Periodicals class mail, except copies sent by a printer to a publisher, and except copies that would have traveled at the former second-class transient rate. (The transient rate applied to individual copies of second-class mail (currently Periodicals class mail) forwarded and mailed by the public, as well as to certain sample copies mailed by publishers.)

#### **312 Printed Matter**

Printed matter, including printed letters which according to internal evidence are being sent in identical terms to several persons, but which do not have the character of actual and personal correspondence, may be mailed as Standard Mail. Printed matter does not lose its character as Standard Mail when the date and name of the addressee and of the sender are written thereon. For the purposes of the Standard Mail Classification Schedule, "printed" does not include reproduction by handwriting or typewriting.

#### **313 Written Additions**

Standard Mail may have the following written additions placed on the wrapper, on a tag or label attached to the outside of the parcel, or inside the parcel, either loose or attached to the article:

- a. Marks, numbers, name, or letters descriptive of contents;
- b. "Please Do Not Open Until Christmas," or words of similar import;
- c. Instructions and directions for the use of an article in the package;

- d. Manuscript dedication or inscription not in the nature of personal correspondence;
- e. Marks to call attention to any word or passage in text;
- f. Corrections of typographical errors in printed matter;
- g. Manuscripts accompanying related proof sheets, and corrections in proof sheets to include: corrections of typographical and other errors, alterations of text, insertion of new text, marginal instructions to the printer, and rewrites of parts if necessary for correction;
- h. Handstamped imprints, except when the added matter is itself personal or converts the original matter to a personal communication; or
- i. An invoice.

**320 DESCRIPTION OF SUBCLASSES**

**321 Regular Subclass**

**321.1 General.** The Regular subclass consists of Standard Mail that is not mailed under sections 322, 323, or 324. Eligibility for Regular subclass rate categories is based on the size or mail processing shape of the mailpiece as specified by the Postal Service. Mail processing shapes include letter-size mail, flat-size mail, parcels and not flat-machinable (NFM) mail.

**321.2 Nonautomation Rate Categories**

**321.21 General.** The nonautomation rate categories apply to Regular subclass mail that:

- a. Is prepared in a mailing of at least 200 addressed pieces or 50 pounds of addressed pieces;
- b. Is presorted, marked, and presented as specified by the Postal Service;
- c. Meets the machinability, addressing, and other preparation requirements specified by the Postal Service; and
- d. Is not entered as Customized Market Mail under section 321.5.

- 321.22 Mixed AADC Rate Category.** The Mixed AADC rate category applies to nonautomation rate category letter-size mail that meets machinability criteria specified by the Postal Service and that is not mailed under section 321.23.
- 321.23 AADC Rate Category.** The AADC rate category applies to letter-size nonautomation rate category mail that meets machinability criteria specified by the Postal Service and that has been presorted to automated area distribution center destinations as specified by the Postal Service.
- 321.24 Mixed ADC Rate Categories.** The Mixed ADC rate categories apply to nonautomation rate category mail not mailed under sections 321.22, 321.23, 321.25, 321.26, 321.27, 321.28 or 321.29.
- 321.25 ADC Rate Categories.** The ADC rate categories apply to nonautomation rate category mail that has been presorted to area distribution center destinations as specified by the Postal Service.
- 321.26 Three-Digit Rate Categories.** The three-digit rate categories apply to nonautomation rate category mail presorted to single or multiple three-digit ZIP Code destinations as specified by the Postal Service.
- 321.27 Five-Digit Rate Categories.** The five-digit rate categories apply to nonautomation rate category mail presorted to single or multiple five-digit ZIP Code destinations as specified by the Postal Service.
- 321.28 Mixed BMC Rate Category.** The Mixed BMC rate category applies to parcel-shaped nonautomation rate category mail that meets machinability criteria specified by the Postal Service and that is not mailed under section 321.29.
- 321.29 BMC Rate Category.** The BMC rate category applies to parcel-shaped nonautomation rate category mail that meets machinability criteria specified by the Postal Service and that has been presorted to bulk mail center (or equivalent facility) destinations as specified by the Postal Service.
- 321.3 Automation Rate Categories**
- 321.31 General.** The automation rate categories apply to Regular subclass mail that:
- a. Is presorted, marked, and presented as specified by the Postal Service;

Domestic Mail Classification Schedule

- b. Bears a barcode representing not more than 11 digits (not including “correction” digits) as specified by the Postal Service; and
- c. Meets the machinability, addressing, barcoding, and other preparation requirements specified by the Postal Service.

**321.32 Mixed AADC Rate Category.** The Mixed AADC rate category applies to letter-size automation rate category mail not mailed under section 321.33, 321.34, or 321.35.

**321.33 AADC Rate Category.** The AADC rate category applies to letter-size automation rate category mail presorted to automated area distribution center destinations as specified by the Postal Service.

**321.34 Three-Digit Barcoded Rate Categories.** The three-digit barcoded rate categories apply to letter-size or flat-size automation rate category mail presorted to single or multiple three-digit ZIP Code destinations as specified by the Postal Service.

**321.35 Five-Digit Barcoded Rate Categories.** The five-digit barcoded rate categories apply to letter-size or flat-size automation rate category mail presorted to single or multiple five-digit ZIP Code destinations as specified by the Postal Service.

**321.36 Mixed ADC Rate Category.** The Mixed ADC rate category applies to flat-size automation rate category mail not mailed under section 321.37.

**321.37 ADC Rate Category.** The ADC rate category applies to flat-size automation rate category mail presorted to area distribution center destinations as specified by the Postal Service.

**321.4 Destination Entry Discounts.** The destination entry discounts apply to Regular subclass mail, except mail entered as Customized Market Mail under section 321.5, prepared as specified by the Postal Service and addressed for delivery within the service area of the BMC (or auxiliary service facility), sectional center facility (SCF), or destination delivery unit (DDU) at which it is entered, as defined by the Postal Service.

**321.5 Customized Market Mail (CMM).** CMM must be marked and bear endorsements as specified by the Postal Service, and must meet the preparation, addressing, and acceptance requirements specified by the Postal Service. Notwithstanding section 6020, Customized Market Mail may

be nonrectangular in shape. The following size standards apply to Customized Market Mail:

- a. Thickness: at least 0.007 inch and no more than 0.75 inch;
- b. Length: at least 5 inches and no more than 15 inches, measured for nonrectangular shapes as specified by the Postal Service;
- c. Height: at least 3.5 inches and no more than 12 inches, measured for nonrectangular shapes as specified by the Postal Service; and
- d. Weight: not to exceed the maximum weight for CMM specified by the Postal Service.

**321.6 Non-barcoded Surcharge.** Regular nonautomation mailpieces not qualifying for letter-size or flat-size rate categories and that do not bear a barcode specified by the Postal Service are subject to a Non-barcoded Surcharge. The surcharge will not apply to pieces sorted to 5-digit ZIP Codes.

**321.7 Nonmachinable Rate Categories.** The nonmachinable rate categories apply to Regular nonautomation category letter-size pieces and pieces to which the parcel rate categories apply, that do not meet the machinability requirements specified by the Postal Service.

**321.8 Repositionable Notes.** Repositionable Notes may be attached to the exterior of letter-size or flat-size Regular subclass mail, as specified by the Postal Service. The additional charge for the Repositionable Note is specified in note 6 to Rate Schedule 321A or note 4 to Rate Schedule 321B.

This provision for Repositionable Notes expires as provided below.

- a. If a request to continue to test or make Repositionable Notes permanent is filed, this provision expires on the implementation date for the replacement service, or if no replacement is implemented, three months after the Commission takes action under section 3624 of title 39, on such request.
- b. If the Postal Service determines not to file such request, this provision expires on such date as specified by the Postal Service, but no later than April 3, 2008.

**321.9 Standard Mail Forwarding.** As described in section 353, undeliverable-as-addressed Standard Mail Regular subclass mail that is forwarded on request of the mailer is charged the appropriate rate shown in note 4 to Rate Schedule 321A or note 5 to Rate Schedule 321B. Mail for which Standard Mail Forwarding is purchased must meet preparation requirements and bear endorsements as specified by the Postal Service. Payment for Standard Mail Forwarding is made through an advance deposit account, or as specified by the Postal Service.

**322 Enhanced Carrier Route Subclass**

**322.1 Definition.** The Enhanced Carrier Route subclass consists of Standard Mail that is not mailed under section 321, 323, or 324, and that:

- a. Is prepared in a mailing of at least 200 addressed pieces or 50 pounds of addressed pieces;
- b. Is prepared, marked, and presented as specified by the Postal Service;
- c. Is presorted to carrier routes as specified by the Postal Service;
- d. Is sequenced as specified by the Postal Service;
- e. Meets the machinability, addressing, and other preparation requirements specified by the Postal Service; and
- f. For high-density and saturation category letters, bears a barcode representing not more than 11 digits (not including "correction" digits) as specified by the Postal Service.

Eligibility for Enhanced Carrier Route subclass rate categories is based on the size or mail processing shape of the mailpiece as specified by the Postal Service. Mail processing shapes include letter-size mail, flat-size mail, parcels and not flat-machinable (NFM) mail.

**322.2 Basic Rate Category.** The basic rate category applies to Enhanced Carrier Route subclass mail not mailed under section 322.3 or 322.4.

**322.3 High Density Rate Category.** The high density rate category applies to Enhanced Carrier Route subclass mail presented in walk-sequence order and meeting the high density requirements specified by the Postal Service. High density rate category letters must meet the applicable automation requirements specified by the Postal Service, and must bear a barcode



representing not more than 11 digits (not including “correction” digits), as specified by the Postal Service.

- 322.4 Saturation Rate Category.** The saturation rate category applies to Enhanced Carrier Route subclass mail presented in walk-sequence order and meeting the saturation requirements specified by the Postal Service. Saturation rate category letters must meet the applicable automation requirements specified by the Postal Service, and must bear a barcode representing not more than 11 digits (not including “correction” digits), as specified by the Postal Service.
- 322.5 Destination Entry Discounts.** Destination entry discounts apply to Enhanced Carrier Route subclass mail prepared as specified by the Postal Service and addressed for delivery within the service area of the BMC (or auxiliary service facility), sectional center facility (SCF), or destination delivery unit (DDU) at which it is entered, as defined by the Postal Service. Letter-size mail is not eligible for the DDU discount.
- 322.6 DAL Surcharge.** Flat-shaped and parcel-shaped Enhanced Carrier Route subclass mail are subject to a per-piece surcharge if they are addressed using a detached address label (DAL).
- 322.7 Standard Mail Forwarding.** As described in section 353, undeliverable-as-addressed Standard Mail Enhanced Carrier Route subclass mail that is forwarded on request of the mailer is charged the appropriate rate shown in note 8 to Rate Schedule 322. Mail for which Standard Mail Forwarding is purchased must meet preparation requirements and bear endorsements as specified by the Postal Service. Payment for Standard Mail Forwarding is made through an advance deposit account, or as specified by the Postal Service.
- 322.8 Repositionable Notes.** Repositionable Notes may be attached to the exterior of letter-size or flat-size Enhanced Carrier Route subclass mail, as specified by the Postal Service. The additional charge for the Repositionable Note is specified in note 6 to Rate Schedule 322.

This provision for Repositionable Notes expires as provided below.

- a. If a request to continue to test or make Repositionable Notes permanent is filed, this provision expires on the implementation date for the replacement service, or if no replacement is implemented, three months after the Commission takes action under section 3624 of title 39, on such request.

- b. If the Postal Service determines not to file such request, this provision expires on such date as specified by the Postal Service, but no later than April 3, 2008.

### **323 Nonprofit Regular Subclass**

**323.1 General.** The Nonprofit Regular subclass consists of Standard Mail weighing less than 16 ounces that is not mailed under section 321, 322, or 324, and that is mailed by authorized nonprofit organizations or associations of the following types:

- a. Religious, as defined in section 1009;
- b. Educational, as defined in section 1009;
- c. Scientific, as defined in section 1009;
- d. Philanthropic, as defined in section 1009;
- e. Agricultural, as defined in section 1009;
- f. Labor, as defined in section 1009;
- g. Veterans', as defined in section 1009;
- h. Fraternal, as defined in section 1009;
- i. Qualified political committees; or
- j. State or local voting registration officials when making a mailing required or authorized by the National Voter Registration Act of 1993.

Eligibility for Nonprofit Regular subclass rate categories is based on the size or mail processing shape of the mailpiece as specified by the Postal Service. Mail processing shapes include letter-size mail, flat-size mail, parcels and not flat-machinable (NFM) mail.

**323.11 Qualified Political Committees.** The term "qualified political committee" means a national or State committee of a political party, the Republican and Democratic Senatorial Campaign Committees, the Democratic National Congressional Committee, and the National Republican Congressional Committee:

- a. The term "national committee" means the organization which, by virtue of the bylaws of a political party, is responsible for the day-to-day operation of such political party at the national level; and
- b. The term "State committee" means the organization which, by virtue of the bylaws of a political party, is responsible for the day-to-day operation of such political party at the State level.

**323.12**     **Limitation on Authorization.** An organization authorized to mail at the nonprofit Standard rates for qualified nonprofit organizations may mail only its own matter at these rates. An organization may not delegate or lend the use of its permit to mail at nonprofit Standard rates to any other person, organization or association.

**323.2**     **Nonautomation Rate Categories**

**323.21**     **General.** The nonautomation rate categories apply to Nonprofit Regular subclass mail that:

- a. Is prepared in a mailing of at least 200 addressed pieces or 50 pounds of addressed pieces;
- b. Is presorted, marked, and presented as specified by the Postal Service;
- c. Meets the machinability, addressing, and other preparation requirements specified by the Postal Service; and
- d. Is not entered as Customized Market Mail under section 323.5.

**323.22**     **Mixed AADC Rate Category.** The Mixed AADC rate category applies to nonautomation rate category letter-size mail that meets machinability criteria specified by the Postal Service and that is not mailed under section 323.23.

**323.23**     **AADC Rate Category.** The AADC rate category applies to letter-size nonautomation rate category mail that meets machinability criteria specified by the Postal Service and that has been presorted to automated area distribution center destinations as specified by the Postal Service.

**323.24**     **Mixed ADC Rate Categories.** The Mixed ADC rate categories apply to nonautomation rate category mail not mailed under sections 323.22, 323.23, 323.25, 323.26, 323.27, 323.28 or 323.29.

- 323.25 ADC Rate Categories.** The ADC rate categories apply to nonautomation rate category mail that has been presorted to area distribution center destinations as specified by the Postal Service.
- 323.26 Three-Digit Rate Categories.** The three-digit rate categories apply to nonautomation rate category mail presorted to single or multiple three-digit ZIP Code destinations as specified by the Postal Service.
- 323.27 Five-Digit Rate Categories.** The five-digit rate categories apply to nonautomation rate category mail presorted to single or multiple five-digit ZIP Code destinations as specified by the Postal Service.
- 323.28 Mixed BMC Rate Category.** The Mixed BMC rate category applies to parcel-shaped nonautomation rate category mail that meets machinability criteria specified by the Postal Service and that is not mailed under section 323.29.
- 323.29 BMC Rate Category.** The BMC rate category applies to parcel-shaped nonautomation rate category mail that meets machinability criteria specified by the Postal Service and that has been presorted to bulk mail center (or equivalent facility) destinations as specified by the Postal Service.
- 323.3 Automation Rate Categories**
- 323.31 General.** The automation rate categories apply to Nonprofit Regular subclass mail that:
- a. Is presorted, marked, and presented as specified by the Postal Service;
  - b. Bears a barcode representing not more than 11 digits (not including “correction” digits) as specified by the Postal Service; and
  - c. Meets the machinability, addressing, barcoding, and other preparation requirements specified by the Postal Service.
- 323.32 Mixed AADC Rate Category.** The Mixed AADC rate category applies to letter-size automation rate category mail not mailed under section 323.33, 323.34, or 323.35.
- 323.33 AADC Rate Category.** The AADC rate category applies to letter-size automation rate category mail presorted to automated area distribution center destinations as specified by the Postal Service.

- 323.34 Three-Digit Barcoded Rate Categories.** The three-digit barcoded rate categories apply to letter-size or flat-size automation rate category mail presorted to single or multiple three-digit ZIP Code destinations as specified by the Postal Service.
- 323.35 Five-Digit Barcoded Rate Categories.** The five-digit barcoded rate categories apply to letter-size or flat-size automation rate category mail presorted to single or multiple five-digit ZIP Code destinations as specified by the Postal Service.
- 323.36 Mixed ADC Rate Category.** The Mixed ADC rate category applies to flat-size automation rate category mail not mailed under section 323.37.
- 323.37 ADC Rate Category.** The ADC rate category applies to flat-size automation rate category mail presorted to area distribution center destinations as specified by the Postal Service.
- 323.4 Destination Entry Discounts.** Destination entry discounts apply to Nonprofit Regular subclass mail, except mail entered as Customized Market Mail under section 323.5, prepared as specified by the Postal Service and addressed for delivery within the service area of the BMC (or auxiliary service facility), sectional center facility (SCF), or destination delivery unit (DDU) at which it is entered, as defined by the Postal Service.
- 323.5 Customized Market Mail (CMM).** Nonprofit Regular subclass mail may be entered as CMM as defined in section 321.5.
- 323.6 Non-barcoded Surcharge.** Nonprofit Regular nonautomation mailpieces not qualifying for letter-size or flat-size rate categories and that do not bear a barcode specified by the Postal Service are subject to a Non-barcoded Surcharge. The surcharge will not apply to pieces sorted to 5-digit ZIP Codes.
- 323.7 Nonmachinable Rate Categories.** The nonmachinable rate categories apply to Nonprofit Regular nonautomation category letter-size pieces and pieces to which the parcel rate categories apply, that do not meet the machinability requirements specified by the Postal Service.
- 323.8 Repositionable Notes.** Repositionable Notes may be attached to the exterior of letter-size or flat-size Nonprofit Regular subclass mail, as specified by the Postal Service. The additional charge for the Repositionable Note is specified in note 6 to Rate Schedule 323A or note 4 to Rate Schedule 323B.

This provision for Repositionable Notes expires as provided below.

- a. If a request to continue to test or make Repositionable Notes permanent is filed, this provision expires on the implementation date for the replacement service, or if no replacement is implemented, three months after the Commission takes action under section 3624 of title 39, on such request.
- b. If the Postal Service determines not to file such request, this provision expires on such date as specified by the Postal Service, but no later than April 3, 2008.

**323.9 Standard Mail Forwarding.** As described in section 353, undeliverable-as-addressed Standard Mail Nonprofit Regular subclass mail that is forwarded on request of the mailer is charged the appropriate rate shown in note 4 to Rate Schedule 323A or note 5 to Rate Schedule 323B. Mail for which Standard Mail Forwarding is purchased must meet preparation requirements and bear endorsements as specified by the Postal Service. Payment for Standard Mail Forwarding is made through an advance deposit account, or as specified by the Postal Service.

**324 Nonprofit Enhanced Carrier Route Subclass**

**324.1 Definition.** The Nonprofit Enhanced Carrier Route subclass consists of Standard Mail weighing less than 16 ounces that is not mailed under section 321, 322, or 323, that is mailed by authorized nonprofit organizations or associations (as defined in section 323) under the terms and limitations stated in section 323.12, and that:

- a. Is prepared in a mailing of at least 200 addressed pieces or 50 pounds of addressed pieces;
- b. Is prepared, marked, and presented as specified by the Postal Service;
- c. Is presorted to carrier routes as specified by the Postal Service;
- d. Is sequenced as specified by the Postal Service;
- e. Meets the machinability, addressing, and other preparation requirements specified by the Postal Service; and

- f. For high-density and saturation letters, bears a barcode representing not more than 11 digits (not including “correction” digits) as specified by the Postal Service.

Eligibility for Nonprofit Enhanced Carrier Route subclass rate categories is based on the size or mail processing shape of the mailpiece as specified by the Postal Service. Mail processing shapes include letter-size mail, flat-size mail, parcels and not flat-machinable (NFM) mail.

- 324.2 Basic Rate Category.** The basic rate category applies to Nonprofit Enhanced Carrier Route subclass mail not mailed under section 324.3 or 324.4.
- 324.3 High Density Rate Category.** The high density rate category applies to Nonprofit Enhanced Carrier Route subclass mail presented in walk-sequence order and meeting the high density requirements specified by the Postal Service. High density rate category letters must meet the applicable automation requirements specified by the Postal Service, and must bear a barcode representing not more than 11 digits (not including “correction” digits), as specified by the Postal Service.
- 324.4 Saturation Rate Category.** The saturation rate category applies to Nonprofit Enhanced Carrier Route subclass mail presented in walk-sequence order and meeting the saturation requirements specified by the Postal Service. Saturation rate category letters must meet the applicable automation requirements specified by the Postal Service, and must bear a barcode representing not more than 11 digits (not including “correction” digits), as specified by the Postal Service.
- 324.5 Destination Entry Discounts.** Destination entry discounts apply to Nonprofit Enhanced Carrier Route subclass mail prepared as specified by the Postal Service and addressed for delivery within the service area of the BMC (or auxiliary service facility), sectional center facility (SCF), or destination delivery unit (DDU) at which it is entered, as defined by the Postal Service. Letter-size mail is not eligible for the DDU discount.
- 324.6 DAL Surcharge.** Flat-shaped and parcel-shaped Nonprofit Enhanced Carrier Route subclass mail are subject to a per-piece surcharge if they are addressed using a detached address label (DAL).
- 324.7 Standard Mail Forwarding.** As described in section 353, undeliverable-as-addressed Standard Mail Nonprofit Enhanced Carrier Route subclass mail that is forwarded on request of the mailer is charged the appropriate rate

shown in note 8 to Rate Schedule 324. Mail for which Standard Mail Forwarding is purchased must meet preparation requirements and bear endorsements as specified by the Postal Service. Payment for Standard Mail Forwarding is made through an advance deposit account, or as specified by the Postal Service.

**324.8 Repositionable Notes.** Repositionable Notes may be attached to the exterior of letter-size or flat-size Nonprofit Enhanced Carrier Route subclass mail, as specified by the Postal Service. The additional charge for the Repositionable Note is specified in note 6 to Rate Schedule 324.

This provision for Repositionable Notes expires as provided below.

- a. If a request to continue to test or make Repositionable Notes permanent is filed, this provision expires on the implementation date for the replacement service, or if no replacement is implemented, three months after the Commission takes action under section 3624 of title 39, on such request.
- b. If the Postal Service determines not to file such request, this provision expires on such date as specified by the Postal Service, but no later than April 3, 2008.

### **330 PHYSICAL LIMITATIONS**

#### **331 Size**

Standard Mail may not exceed 108 inches in length and girth combined. Additional size limitations apply to individual rate categories. The maximum size for mail in the Enhanced Carrier Route and Nonprofit Enhanced Carrier Route subclasses is the same as the maximum size for flat-size mail in the Regular and Nonprofit Regular subclasses, except that merchandise samples mailed with detached address labels, prepared as specified by the Postal Service, may exceed those dimensions.

#### **332 Weight**

Standard Mail may not weigh more than 16 ounces.



**340 POSTAGE AND PREPARATION****341 Postage**

Postage must be paid as set forth in section 3000. When the postage is higher than the rate prescribed in any of the Package Services subclasses for which the piece also qualifies, the piece is eligible for the applicable lower rate. All mail mailed at a bulk or presort rate must have postage paid in a manner not requiring cancellation.

**342 Preparation**

All pieces in a Standard mailing must be separately addressed. All pieces in a Standard mailing must be identified as specified by the Postal Service, and must contain the ZIP Code of the addressee when specified by the Postal Service. All Standard mailings must be prepared and presented as specified by the Postal Service. Two or more Standard mailings may be commingled and mailed only when specific methods approved by the Postal Service for determining and verifying postage are followed.

**343 Non-Identical Pieces**

Pieces not identical in size and weight may be mailed at a bulk or presort rate as part of the same mailing only when specific methods approved by the Postal Service for determining and verifying postage are followed.

**344 Attachments and Enclosures**

**344.1 General.** First-Class Mail may be attached to or enclosed in Standard Mail, except Regular and Nonprofit Regular subclass category mail entered as Customized Market Mail under sections 321.5 and 323.5. The piece must be marked as specified by the Postal Service. Except as provided in section 344.2, additional postage must be paid for the attachment or enclosure as if it had been mailed separately. Otherwise, the entire combined piece is subject to the First-Class rate for which it qualifies.

**344.2 Incidental First-Class Attachments and Enclosures.** First-Class Mail, as defined in subsections b through d of section 210, may be attached to or enclosed with Standard Mail containing merchandise, including books, but excluding merchandise samples, with postage paid on the combined piece at the applicable Standard rate, if the attachment or enclosure is incidental to the piece to which it is attached or with which it is enclosed.

**350 DEPOSIT AND DELIVERY**

**351 Deposit**

Standard Mail must be deposited at places and times designated by the Postal Service.

**352 Service**

Standard Mail may receive deferred service.

**353 Forwarding and Return**

Undeliverable-as-addressed Standard Mail, except Regular and Nonprofit Regular subclass mail entered as Customized Market Mail under sections 321.5 and 323.5, will be returned on request of the mailer, or forwarded and returned on request of the mailer. Undeliverable-as-addressed combined First-Class and Standard Mail pieces will be returned as specified by the Postal Service. Except as provided in section 935, the applicable First-Class Mail rate is charged for each piece receiving return only service. Except as provided in sections 935 and 936, charges for forwarding-and-return service are assessed as follows:

- a. If used in conjunction with Address Correction Service (automated or electronic),
  - i. Returned pieces are charged the appropriate First-Class Mail rate.
  - ii. Forwarded pieces are charged as described in section 321.9, 322.7, 323.9, or 324.7.
- b. If used in conjunction with Address Correction Service (manual), or if no Address Correction Service requested,
  - i. Returned pieces are charged the appropriate First-Class Mail rate for the piece plus the rate multiplied by a factor equal to the number of Standard Mail pieces successfully forwarded (using this method of payment) for every one piece that cannot be forwarded and must be returned.

**360 ANCILLARY SERVICES**

**361 All Subclasses**

All Standard Mail, except Regular and Nonprofit Regular subclass mail entered as Customized Market Mail under sections 321.5 and 323.5, will receive the following services upon payment of the appropriate fees:

<b>Service</b>	<b>Schedule</b>
a. Address correction	911
b. Certificates of mailing indicating that a specified number of pieces have been mailed	947

Certificates of mailing are not available for Standard Mail when postage is paid with permit imprint.

**362 Regular and Nonprofit Regular**

**362.1** Regular and Nonprofit Regular subclass mail, except Regular and Nonprofit Regular subclass mail entered as Customized Market Mail under sections 321.5 and 323.5, will receive the following additional services upon payment of the appropriate fees.

<b>Service</b>	<b>Schedule</b>
a. Bulk Parcel Return Service	935
b. Shipper-Paid Forwarding	936

**362.2** Regular and Nonprofit Regular subclass mail to which the parcels or not flat-machinable (NFM) rate categories apply, will receive the following additional services upon payment of the appropriate fees.

<b>Parcel Service</b>	<b>Schedule</b>
a. Bulk Insurance	943
b. Return Receipt (merchandise only)	945
c. Delivery Confirmation	948
<b>NFM Service</b>	<b>Schedule</b>
a. Delivery Confirmation	948

Bulk Insurance may not be used selectively for individual pieces in a multi-piece Standard Mail mailing unless specific methods approved by the Postal Service for determining and verifying postage are followed.

**370 RATES AND FEES**

The rates and fees for Standard Mail are set forth as follows:

	<b>Schedule</b>
a. Regular subclass	
Nonautomation categories	321A
Automation categories	321B
b. Enhanced Carrier Route subclass	322
c. Nonprofit Regular subclass	
Nonautomation categories	323A
Automation categories	323B
d. Nonprofit Enhanced Carrier Route subclass	324
e. Fees	1000

**380 AUTHORIZATIONS AND LICENSES**

The mailing fee set forth in Schedule 1000 must be paid once each year at each office of mailing or office of verification, as specified by the Postal Service, by or for mailers of Standard Mail. Payment of the fee allows the mailer to mail at any Standard Mail rate.

**PERIODICALS  
CLASSIFICATION SCHEDULE**

**410        DEFINITION**

**411        General Requirements**

**411.1        Definition.** A publication may qualify for mailing under the Periodicals Classification Schedule if it meets all the requirements in sections 411.2 through 411.5 and the requirements for one of the qualification categories in sections 412 through 415. Eligibility for specific Periodicals rates is prescribed in section 420.

**411.2        Periodicals.** Periodicals class mail is mailable matter consisting of newspapers and other periodical publications. The term "periodical publications" includes, but is not limited to:

- a. Any catalog or other course listing including mail announcements of legal texts which are part of post-bar admission education issued by any institution of higher education or by a nonprofit organization engaged in continuing legal education; and
- b. Any looseleaf page or report (including any index, instruction for filing, table, or sectional identifier which is an integral part of such report) which is designed as part of a looseleaf reporting service concerning developments in the law or public policy.

**411.3        Issuance**

**411.31        Regular Issuance.** Periodicals class mail must be regularly issued at stated intervals at least four times a year, bear a date of issue, and be numbered consecutively.

**411.32        Separate Publication.** For purposes of determining Periodicals rate eligibility, an "issue" of a newspaper or other periodical shall be deemed to be a separate publication when the following conditions exist:

- a. The issue is published at a regular frequency more often than once a month either on (1) the same day as another regular issue of the same publication; or (2) on a day different from regular issues of the same publication;

- b. More than 10 percent of the total number of copies of the issue is distributed on a regular basis to recipients who do not subscribe to it or request it; and
- c. The number of copies of the issue distributed to nonsubscribers or nonrequesters is more than twice the number of copies of any other issue distributed to nonsubscribers or nonrequesters on that same day, or, if no other issue that day, any other issue distributed during the same period. "During the same period" shall be defined as the periods of time ensuing between the distribution of each of the issues whose eligibility is being examined. Such separate publications must independently meet the qualifications for Periodicals eligibility.

**411.4 Office of Publication.** Periodicals class mail must have a known office of publication. A known office of publication is a public office where business of the publication is transacted during the usual business hours. The office must be maintained where the publication is authorized original entry.

**411.5 Printed Sheets.** Periodicals class mail must be formed of printed sheets. It may not be reproduced by stencil, mimeograph, or hectograph processes, or reproduced in imitation of typewriting. Reproduction by any other printing process is permissible. Any style of type may be used.

## **412 General Publications**

**412.1 Definition.** To qualify as a General Publication, Periodicals class mail must meet the requirements in section 411 and in sections 412.2 through 412.4.

**412.2 Dissemination of Information.** A General Publication must be originated and published for the purpose of disseminating information of a public character, or devoted to literature, the sciences, art, or some special industry.

### **412.3 Paid Circulation**

**412.31 Total Distribution.** A General Publication must be designed primarily for paid circulation. At least 50 percent or more of the copies of the publication must be distributed to persons who have paid above a nominal rate.

**412.32 List of Subscribers.** A General Publication must be distributed to a legitimate list of persons who have subscribed by paying or promising to pay at a rate above nominal for copies to be received during a stated time.

Copies mailed to persons who are not on a legitimate list of subscribers are nonsubscriber copies.

**412.33 Nominal Rates.** As used in section 412.31, nominal rate means:

- a. A token subscription price that is so low that it cannot be considered a material consideration; and
- b. A reduction to the subscriber, under a premium offer or any other arrangements, of more than 70 percent of the amount charged at the basic annual rate for a subscriber to receive one copy of each issue published during the subscription period. The value of a premium is considered to be its actual cost to the publishers, the recognized retail value, or the represented value, whichever is highest.

**412.34 Nonsubscriber Copies**

**412.341 Up to Ten Percent.** Nonsubscriber copies, including sample and complimentary copies, mailed at any time during the calendar year up to and including 10 percent of the total number of copies mailed to subscribers during the calendar year are mailable at the rates that apply to subscriber copies provided that the nonsubscriber copies would have been eligible for those rates if mailed to subscribers.

**412.342 Over Ten Percent.** Nonsubscriber copies, including sample and complimentary copies, mailed at any time during the calendar year, in excess of 10 percent of the total number of copies mailed to subscribers during the calendar year which are presorted and commingled with subscriber copies are charged the applicable rates for Outside County Periodicals, but are not eligible for preferred rate discounts. The 10 percent limitation for a publication is based on the total number of all copies of that publication mailed to subscribers during the calendar year.

**412.35 Advertiser's Proof Copies.** One complete copy of each issue of a General Publication may be mailed to each advertiser in that issue as an advertiser's proof copy at the rates that apply to subscriber copies, whether the advertiser's proof copy is mailed to the advertiser directly or, instead, to an advertising representative or agent of the publication. These copies count as subscriber copies.

**412.36 Expired Subscriptions.** For six months after a subscription has expired, copies of a General Publication may be mailed to a former subscriber at the rates that apply to copies mailed to subscribers, if the publisher has

attempted during that six months to obtain payment, or a promise to pay, for renewal. These copies do not count as subscriber copies.

#### **412.4 Advertising Purposes**

A General Publication may not be designed primarily for advertising purposes. A publication is "designed primarily for advertising purposes" if it:

- a. Has advertising in excess of 75 percent in more than one-half of its issues during any 12-month period;
- b. Is owned or controlled by individuals or business concerns and conducted as an auxiliary to and essentially for the advancement of the main business or calling of those who own or control it;
- c. Consists principally of advertising and editorial write-ups of the advertisers;
- d. Consists principally of advertising and has only a token list of subscribers, the circulation being mainly free;
- e. Has only a token list of subscribers and prints advertisements free for advertisers who pay for copies to be sent to a list of persons furnished by the advertisers; or
- f. Is published under a license from individuals or institutions and features other businesses of the licensor.

#### **413 Requester Publications**

**413.1 Definition.** A publication which is circulated free or mainly free may qualify for Periodicals class as a Requester Publication if it meets the requirements in sections 411, and 413.2 through 413.4.

**413.2 Minimum Pages.** It must contain at least 24 pages.

#### **413.3 Advertising Purposes**

**413.31 Advertising Percentage.** It must devote at least 25 percent of its pages to nonadvertising and not more than 75 percent to advertisements.



- 413.32 Ownership and Control.** It must not be owned or controlled by one or more individuals or business concerns and conducted as an auxiliary to and essentially for the advancement of the main business or calling of those who own or control it.
- 413.4 Circulated to Requesters**
- 413.41 List of Requesters.** It must have a legitimate list of persons who request the publication, and 50 percent or more of the copies of the publication must be distributed to persons making such requests. Subscription copies paid for or promised to be paid for, including those at or below a nominal rate may be included in the determination of whether the 50 percent request requirement is met. Persons will not be deemed to have requested the publication if their request is induced by a premium offer or by receipt of material consideration, provided that mere receipt of the publication is not material consideration.
- 413.42 Nonrequester Copies**
- 413.421 Up to Ten Percent.** Nonrequester copies, including sample and complimentary copies, mailed at any time during the calendar year up to and including 10 percent of the total number of copies mailed to requesters during the calendar year are mailable at the rates that apply to requester copies provided that the nonrequester copies would have been eligible for those rates if mailed to requesters.
- 413.422 Over Ten Percent.** Nonrequester copies, including sample and complimentary copies, mailed at any time during the calendar year, in excess of 10 percent of the total number of copies mailed to requesters during the calendar year which are presorted and commingled with requester copies are charged the applicable rates for Outside County Periodicals, but are not eligible for preferred rate discounts. The 10 percent limitation for a publication is based on the total number of all copies of that publication mailed to requesters during the calendar year.
- 413.43 Advertiser's Proof Copies.** One complete copy of each issue of a Requester Publication may be mailed to each advertiser in that issue as an advertiser's proof copy at the rates that apply to requester copies, whether the advertiser's proof copy is mailed to the advertiser directly or, instead, to an advertising representative or agent of the publication. These copies count as requester copies.

**414 Publications of Institutions and Societies**

**414.1 Publisher's Own Advertising.** Except as provided in section 414.2, a publication which meets the requirements of sections 411 and 412.4, and which contains no advertising other than that of the publisher, qualifies for Periodicals class as a publication of an institution or society if it is:

- a. Published by a regularly incorporated institution of learning;
- b. Published by a regularly established state institution of learning supported in whole or in part by public taxation;
- c. A bulletin issued by a state board of health or a state industrial development agency;
- d. A bulletin issued by a state conservation or fish and game agency or department;
- e. A bulletin issued by a state board or department of public charities and corrections;
- f. Published by a public or nonprofit private elementary or secondary institution of learning or its administrative or governing body;
- g. Program announcements or guides published by an educational radio or television agency of a state or political subdivision thereof, or by a nonprofit educational radio or television station;
- h. Published by or under the auspices of a benevolent or fraternal society or order organized under the lodge system and having a bona fide membership of not less than 1,000 persons;
- i. Published by or under the auspices of a trade(s) union;
- j. Published by a strictly professional, literary, historical, or scientific society; or,
- k. Published by a church or church organization.

**414.2 General Advertising.** A publication published by an institution or society identified in sections 414.1 h through k, may contain advertising of other persons, institutions, or concerns, if the following additional conditions are met:

- a. The publication is originated and published to further the objectives and purposes of the society;
- b. Circulation is limited to:
  - i. Copies mailed to members who pay either as a part of their dues or assessment or otherwise, not less than 50 percent of the regular subscription price;
  - ii. Other actual subscribers; and
  - iii. Exchange copies.
- c. The circulation of nonsubscriber copies, including sample and complimentary copies, does not exceed 10 percent of the total number of copies referred to in 414.2b.

**415 Publications of State Departments of Agriculture**

A publication which is issued by a state department of agriculture and which meets the requirements of sections 411 qualifies for Periodicals class as a publication of a state department of agriculture if it contains no advertising and is published for the purpose of furthering the objects of the department.

**416 Foreign Publications**

Foreign newspapers and other periodicals of the same general character as domestic publications entered as Periodicals class mail may be accepted on application of the publishers thereof or their agents, for transmission through the mail at the same rates as if published in the United States. This section does not authorize the transmission through the mail of a publication which violates a copyright granted by the United States.

**420 DESCRIPTION OF SUBCLASSES**

**421 Outside County Subclass**

**421.1 *Reserved***

**421.11 Definition.** The Outside County subclass consists of Periodicals class mail that is not mailed under section 423 and that:

- a. Is presorted, marked, and presented as specified by the Postal Service; and
- b. Meets machinability, addressing, and other preparation requirements specified by the Postal Service.

**421.12** Description of structure. The Outside County rate structure consists of pound, piece, bundle, sack, and pallet elements. The rate associated with the pound element is comprised of two main components. One, applicable to advertising content, is a zoned rate. The other, applicable to nonadvertising (editorial) content, is uniform across all zones, but may be reduced by certain destination entry discounts. The rate associated with the piece element is subject to presorting, pre-barcoding and machinability distinctions. Piece rates are reduced by a discount for the percentage of editorial content. Bundle charges generally are determined by the presort level of the pieces in the bundle.

#### **421.2 Outside County Pound Rates**

An unzoned pound rate applies to the nonadvertising portion of Outside County subclass mail and may be reduced by applicable destination entry discounts. A zoned pound rate applies to the advertising portion and may be reduced by applicable destination entry discounts. The pound rate postage is the sum of the nonadvertising portion charge and the advertising portion charges.

#### **421.3 Outside County Piece Rates**

##### **421.31 *Reserved***

**421.311 Mixed ADC Rate Category.** The Mixed ADC rate category applies to all Outside County subclass mail not mailed under section 421.312, 431.32, 421.33, or 421.34.

**421.312 ADC Rate Category.** The Mixed ADC rate category applies to all Outside County subclass mail not mailed under section 421.311, 431.32, 421.33, or 421.34.

**421.32 Three-Digit Rate Category.** The three-digit rate category applies to Outside County subclass mail presorted to single or multiple three-digit ZIP Code destinations as specified by the Postal Service.

- 421.33 Five-Digit Rate Category.** The five-digit rate category applies to Outside County subclass mail presorted to single or multiple five-digit ZIP Code destinations as specified by the Postal Service.
- 421.34 Carrier Route Rate Category.** The carrier route rate category applies to Outside County subclass mail presorted to carrier routes as specified by the Postal Service. Firm bundles are included in this category.
- 421.4 Outside County Piece Discounts**
- 421.41 Barcoded Letter Discounts.** Barcoded letter discounts apply to letter size Outside County subclass mail mailed under sections 421.311, 421.312, 421.32, and 421.33 which bears a barcode representing not more than 11 digits (not including "correction" digits) as specified by the Postal Service, and which meets the machinability, addressing, and barcoding specifications and other preparation requirements specified by the Postal Service.
- 421.42 Barcoded Flats Discounts.** Barcoded flats discounts apply to flat size Outside County subclass mail mailed under sections 421.311, 421.312, 421.32, and 421.33 which bear a barcode representing not more than 11 digits (not including "correction" digits) as specified by the Postal Service, and meet the flats machinability, addressing, and barcoding specifications and other preparation requirements specified by the Postal Service.
- 421.43 High Density Discount.** The high density discount applies to Outside County subclass mail mailed under section 421.34, presented in walk sequence order, and meeting the high density and preparation requirements specified by the Postal Service.
- 421.44 Saturation Discount.** The saturation discount applies to Outside County subclass mail mailed under section 421.34, presented in walk-sequence order, and meeting the saturation and preparation requirements specified by the Postal Service.
- 421.45 *Reserved***
- 421.46 Nonadvertising Discount.** The nonadvertising discount applies to all Outside County subclass mail and is determined by multiplying the proportion of nonadvertising content by the discount factor set forth in Rate Schedule 421 and subtracting that amount from the applicable piece rate.

Domestic Mail Classification Schedule

- 421.47 Preferred Rate Discount.** Periodicals Mail qualifying as Nonprofit or Classroom mail under sections 422.2 and 422.3 is eligible for the Preferred rate discount set forth in Rate Schedule 421.
- 421.48 Reserved**
- 421.49 Reserved**
- 421.50 Reserved**
- 421.51 Machinability Discounts.** Machinability discounts apply to Outside County subclass mail mailed under sections 421.311, 421.312, 421.32, and 421.33 which meet machinability, addressing, and barcoding specifications and other preparation requirements specified by the Postal Service.
- 421.6 Outside County Bundle Rates (For Bundles in Sacks or on Pallets)**
- 421.61 Bundles in Mixed ADC Sacks**
- 421.611** Mixed ADC Bundle rate. The Mixed ADC bundle rate applies to all Outside County subclass mail bundles mailed under section 421.61 which contain pieces presorted to Mixed ADC and meeting preparation requirements as specified by the Postal Service.
- 421.612** ADC Bundle rate. The ADC bundle rate applies to all Outside County subclass mail bundles mailed under section 421.61 which contain pieces presorted to ADC and meeting preparation requirements as specified by the Postal Service.
- 421.613** Three-Digit/SCF Bundle rate. The three-digit/SCF bundle rate applies to all Outside County subclass mail bundles mailed under section 421.61 which contain pieces presorted to three-digit/SCF and meeting preparation requirements as specified by the Postal Service.
- 421.614** Five-Digit Bundle rate. The five-digit bundle rate applies to all Outside County subclass mail bundles mailed under section 421.61 which contain pieces presorted to five-digit and meeting preparation requirements as specified by the Postal Service.
- 421.615** Firm Bundle rate. The firm bundle rate applies to all Outside County subclass mail bundles mailed under section 421.61 which contain firm pieces and meeting preparation requirements as specified by the Postal Service.

**421.62 Bundles in ADC Sacks or on ADC Pallets**

**421.621** ADC Bundle rate. The ADC bundle rate applies to all Outside County subclass mail bundles mailed under section 421.62 which contain pieces presorted to ADC and meeting preparation requirements as specified by the Postal Service.

**421.622** Three-Digit/SCF Bundle rate. The three-digit/SCF bundle rate applies to all Outside County subclass mail bundles mailed under section 421.62 which contain pieces presorted to three-digit/SCF and meeting preparation requirements as specified by the Postal Service.

**421.623** Five-Digit Bundle rate. The five-digit bundle rate applies to all Outside County subclass mail bundles mailed under section 421.62 which contain pieces presorted to five-digit and meeting preparation requirements as specified by the Postal Service.

**421.624** Carrier Route Bundle rate. The carrier route bundle rate applies to all Outside County subclass mail bundles mailed under section 421.62 which contain pieces presorted to carrier route and meeting preparation requirements as specified by the Postal Service.

**421.625** Firm Bundle rate. The firm bundle rate applies to all Outside County subclass mail firm bundles mailed under section 421.62 and meeting preparation requirements as specified by the Postal Service.

**421.63 Bundles in Three-Digit/SCF Sacks or on Three-Digit/SCF Pallets**

**421.631** Three-Digit/SCF Bundle rate. The three-digit/SCF bundle rate applies to all Outside County subclass mail bundles mailed under section 421.63 which contain pieces presorted to three-digit/SCF and meeting preparation requirements as specified by the Postal Service.

**421.632** Five-Digit Bundle rate. The five-digit bundle rate applies to all Outside County subclass mail bundles mailed under section 421.63 which contain pieces presorted to five-digit and meeting preparation requirements as specified by the Postal Service.

**421.633** Carrier Route Bundle rate. The carrier route bundle rate applies to all Outside County subclass mail bundles mailed under section 421.63 which contain pieces presorted to carrier route and meeting preparation requirements as specified by the Postal Service.

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**421.634** Firm Bundle rate. The firm bundle rate applies to all Outside County subclass mail firm bundles mailed under section 421.63 and meeting preparation requirements as specified by the Postal Service.

**421.64 Bundles in Five-Digit Sacks or on Five-Digit Pallets**

**421.641** Five-Digit Bundle rate. The five-digit bundle rate applies to all Outside County subclass mail bundles mailed under section 421.64 which contain pieces presorted to five-digit and meeting preparation requirements as specified by the Postal Service.

**421.642** Carrier Route Bundle rate. The carrier route bundle rate applies to all Outside County subclass mail bundles mailed under section 421.64 which contain pieces presorted to carrier route and meeting preparation requirements as specified by the Postal Service.

**421.643** Firm Bundle rate. The firm bundle rate applies to all Outside County subclass mail firm bundles mailed under section 421.64 and meeting preparation requirements as specified by the Postal Service.

**421.7 Outside County Sack Rates**

**421.71 Outside County Mixed ADC Sack Rates**

**421.711 OSCF Sack Category.** The OSCF sack category rate applies to Outside County subclass sacks mailed under section 421.71 and presented at OSCF as specified by the Postal Service.

**421.712 OADC Category.** The OADC sack category rate applies to Outside County subclass mail sacks mailed under section 421.71 and presented at OADC as specified by the Postal Service.

**421.72 Outside County ADC Sack Rates**

**421.721 OSCF Sack Category.** The OSCF sack category rate applies to Outside County subclass sacks mailed under section 421.72 and presented at OSCF as specified by the Postal Service.

**421.722 OADC Sack Category.** The OADC sack category rate applies to Outside County subclass mail sacks mailed under section 421.72 and presented at OADC as specified by the Postal Service.



- 421.723 OBMC Sack Category.** The OBMC sack category rate applies to Outside County subclass mail sacks mailed under section 421.72 and presented at OBMC as specified by the Postal Service.
- 421.724 DBMC Sack Category.** The DBMC sack category rate applies to Outside County subclass mail sacks mailed under section 421.72 and presented at DBMC as specified by the Postal Service.
- 421.725 DADC Sack Category.** The DADC sack category rate applies to Outside County subclass mail sacks mailed under section 421.72 and presented at DADC as specified by the Postal Service.
- 421.73 Outside County Three-Digit/SCF Sack Rates**
- 421.731 OSCF Sack Category.** The OSCF sack category rate applies to Outside County subclass sacks mailed under section 421.73 and presented at OSCF as specified by the Postal Service.
- 421.732 OADC Sack Category.** The OADC sack category rate applies to Outside County subclass mail sacks mailed under section 421.73 and presented at OADC as specified by the Postal Service.
- 421.733 OBMC Sack Category.** The OBMC sack category rate applies to Outside County subclass mail sacks mailed under section 421.73 and presented at OBMC as specified by the Postal Service.
- 421.734 DBMC Sack Category.** The DBMC sack category rate applies to Outside County subclass mail sacks mailed under section 421.73 and presented at DBMC as specified by the Postal Service.
- 421.735 DADC Sack Category.** The DADC sack category rate applies to Outside County subclass mail sacks mailed under section 421.73 and presented at DADC as specified by the Postal Service.
- 421.736 DSCF Sack Category.** The DSF sack category rate applies to Outside County subclass mail sacks mailed under section 421.73 and presented at DSCF as specified by the Postal Service.
- 421.74 Outside County 5-Digit Sack Rates**
- 421.741 OSCF Sack Category.** The OSCF sack category rate applies to Outside County subclass sacks mailed under section 421.74 and presented at OSCF as specified by the Postal Service.

Domestic Mail Classification Schedule

- 421.742 OADC Sack Category.** The OADC sack category rate applies to Outside County subclass mail sacks mailed under section 421.74 and presented at OADC as specified by the Postal Service.
- 421.743 OBMC Sack Category.** The OBMC sack category rate applies to Outside County subclass mail sacks mailed under section 421.74 and presented at OBMC as specified by the Postal Service.
- 421.744 DBMC Sack Category.** The DBMC sack category rate applies to Outside County subclass mail sacks mailed under section 421.74 and presented at DBMC as specified by the Postal Service.
- 421.745 DADC Sack Category.** The DADC sack category rate applies to Outside County subclass mail sacks mailed under section 421.74 and presented at DADC as specified by the Postal Service.
- 421.746 DSCF Sack Category.** The DSF sack category rate applies to Outside County subclass mail sacks mailed under section 421.74 and presented at DSCF as specified by the Postal Service.
- 421.747 DDU Sack Category.** The DDU sack category rate applies to Outside County subclass mail sacks mailed under section 421.74 and presented at DDU as specified by the Postal Service.
- 421.8 Outside County Pallet Rates**
- 421.81 Outside County ADC Pallet Rates**
- 421.811 OSCF Pallet Category.** The OSCF pallet category rate applies to Outside County subclass Pallets mailed under section 421.81 and presented at OSCF as specified by the Postal Service.
- 421.812 OADC Pallet Category.** The OADC pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.81 and presented at OADC as specified by the Postal Service.
- 421.813 OBMC Pallet Category.** The OBMC pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.81 and presented at OBMC as specified by the Postal Service.
- 421.814 DBMC Pallet Category.** The DBMC pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.81 and presented at DBMC as specified by the Postal Service.

- 421.815 DADC Pallet Category.** The DADC pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.81 and presented at DADC as specified by the Postal Service.
- 421.82 Outside County Three-Digit/SCF Pallet Rates**
- 421.821 OSCF Pallet Category.** The OSCF pallet category applies to Outside County subclass Pallets mailed under section 421.82 and presented at OSCF as specified by the Postal Service.
- 421.822 OADC Pallet Category.** The OADC pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.82 and presented at OADC as specified by the Postal Service.
- 421.823 OBMC Pallet Category.** The OBMC pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.82 and presented at OBMC as specified by the Postal Service.
- 421.824 DBMC Pallet Category.** The DBMC pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.82 and presented at DBMC as specified by the Postal Service.
- 421.825 DADC Pallet Categyory.** The DADC pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.82 and presented at DADC as specified by the Postal Service.
- 421.826 DSCF Pallet Category.** The DSF pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.82 and presented at DSCF as specified by the Postal Service.
- 421.83 Outside County Five-Digit Pallet Rates**
- 421.831 OSCF Pallet Category.** The OSCF pallet category applies to Outside County subclass Pallets mailed under section 421.83 and presented at OSCF as specified by the Postal Service.
- 421.832 OADC Pallet Category.** The OADC pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.83 and presented at OADC as specified by the Postal Service.
- 421.833 OBMC Pallet Category.** The OBMC pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.83 and presented at OBMC as specified by the Postal Service.

**421.834 DBMC Pallet Category.** The DBMC pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.83 and presented at DBMC as specified by the Postal Service.

**421.835 DADC Pallet Category.** The DADC pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.83 and presented at DADC as specified by the Postal Service.

**421.836 DSCF Pallet Category.** The DSF pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.83 and presented at DSCF as specified by the Postal Service.

**421.837 DDU Pallet Category.** The DDU pallet category rate applies to Outside County subclass mail Pallets mailed under section 421.83 and presented at DDU as specified by the Postal Service.

**422 Preferred Qualification Categories**

**422.1 Definition.** Preferred Qualification Outside County Subclass Periodicals consist of Periodicals Mail, other than publications qualifying as Requester Publications, that meets applicable requirements in sections 422.2, 422.3, or 422.4.

**422.2 Nonprofit**

The Periodicals Outside County Subclass Nonprofit category consists of publications entered by authorized nonprofit organizations or associations of the following types:

- a. Religious, as defined in section 1009;
- b. Educational, as defined in section 1009;
- c. Scientific, as defined in section 1009;
- d. Philanthropic, as defined in section 1009;
- e. Agricultural, as defined in section 1009;
- f. Labor, as defined in section 1009;
- g. Veterans', as defined in section 1009;

- h. Fraternal, as defined in section 1009; and
- i. Associations of rural electric cooperatives, and the publications of the following types:
  - i. one publication, which contains no advertising (except advertising of the publisher) published by the official highway or development agency of a state,
  - ii. program announcements or guides published by an educational radio or television agency of a state or political subdivision thereof or by a nonprofit educational radio or television station, or
  - iii. one conservation publication published by an agency of a state which is responsible for management and conservation of the fish or wildlife resources of such state.

**422.3 Classroom**

The Periodicals Outside County Subclass Classroom rate category consists of religious, educational, or scientific publications designed specifically for use in school classrooms or religious instruction classes.

**422.4 Science of Agriculture**

**422.41 Definition.** Science of Agriculture mail consists of Periodicals class mail devoted to the science of agriculture if the total number of copies of the publication furnished during any 12-month period to subscribers residing in rural areas amounts to at least 70 percent of the total number of copies distributed by any means for any purpose.

**422.42 Rates.** Science of Agriculture mail is subject to pound rates, piece rates, piece rate discounts (except for the discount set forth in section 421.47), bundle rates, sack rates, and pallet rates, for Outside County Periodicals mail, except for DDU, DSCF, DADC, and Zone 1 & 2 pound rates. Rates for Science of Agriculture are set forth in Rate Schedule 421.

**422.43 Nonadvertising Discount.** The nonadvertising discount for Outside County Subclass Periodicals Mail applies to Science of Agriculture Periodicals, and is determined by multiplying the proportion of nonadvertising content by the discount factor set forth in Rate Schedule 421 and subtracting that amount from the applicable piece rate.

**422.44 Destination Entry Discounts.** Destination entry discounts apply to Science of Agriculture Periodicals mail which is prepared as specified by the Postal Service, and addressed for delivery within the service area of the destination area distribution center (ADC), destination sectional center facility (SCF) or the destination delivery unit (DDU) at which it is entered, as defined by the Postal Service. The DDU discount only applies to Carrier Route rate category mail.

**423 Within County Subclass**

**423.1 *Reserved***

**423.2 General**

**423.21 Definition.** Within County mail consists of Periodicals class mail, other than publications qualifying as Requester Publications, mailed in, and addressed for delivery within, the county where published and originally entered, from either the office of original entry or additional entry. In addition, a Within County publication must meet one of the following conditions:

- a. The total paid circulation of the issue is less than 10,000 copies; or
- b. The number of paid copies of the issue distributed within the county of publication is at least one more than one-half the total paid circulation of such issue.

**423.22 Entry in an Incorporated City.** For the purpose of determining eligibility for Within County mail, when a publication has original entry at an independent incorporated city which is situated entirely within a county or which is contiguous to one or more counties in the same state, such incorporated city shall be considered to be within the county with which it is principally contiguous. Where more than one county is involved, the publisher will select the principal county.

**423.23 Pound Rate.** One pound rate applies to Within County pieces presorted to carrier routes to be delivered within the delivery area of the originating post office, and another pound rate applies to all other pieces.

**423.3 Within County Piece Rates**

**423.31 Basic Rate Category.** The basic rate category applies to Within County Periodicals not mailed under section 423.32, 423.33, or 423.34.

- 423.32 Three-Digit Rate Category.** The three-digit rate category applies to Within County Periodicals that are presorted to single or multiple three-digit ZIP Code destinations as specified by the Postal Service.
- 423.33 Five-Digit Rate Category.** The five-digit rate category applies to Within County Periodicals presorted to single or multiple five-digit ZIP Code destinations as specified by the Postal Service.
- 423.34 Carrier Route Rate Category.** The carrier route rate category applies to Within County Periodicals presorted to carrier routes as specified by the Postal Service.
- 423.4 Within County Discounts**
- 423.41 Barcoded Letter Discounts.** Barcoded letter discounts apply to letter size Within County Periodicals mailed under sections 423.31, 423.32, and 423.33 which bear a barcode representing not more than 11 digits (not including “correction” digits) as specified by the Postal Service, and which meet the machinability, addressing, and barcoding specifications and other preparation requirements specified by the Postal Service.
- 423.42 Barcoded Flats Discounts.** Barcoded flats discounts apply to flat size Within County Periodicals mailed under sections 423.31, 423.32, and 423.33 which bear a barcode representing not more than 11 digits (not including “correction” digits) as specified by the Postal Service, and meet the flats machinability, addressing, and barcoding specifications and other preparation requirements specified by the Postal Service.
- 423.43 High Density Discount.** The high density discount applies to Within County Periodicals mailed under section 423.34, presented in walk sequence order, and meeting the high density and preparation requirements specified by the Postal Service. Alternatively, Within County mail may qualify for such discount also by presenting otherwise eligible mailings containing pieces addressed to a minimum of 25 percent of the addresses per carrier route.
- 423.44 Saturation Discount.** The saturation discount applies to Within County Periodicals mailed under section 423.34, presented in walk sequence order, and meeting the saturation and preparation requirements specified by the Postal Service.
- 423.45 Destination Entry Discount.** A destination delivery unit discount applies to Within County carrier route category mail which is destined for delivery

within the destination delivery unit (DDU) in which it is entered, as defined by the Postal Service.

- 424**      **Repositionable Notes.** Repositionable Notes may be attached to the exterior of letter-size and flat-size Periodicals mail, as specified by the Postal Service. The additional charge for the Repositionable Note is specified in note 8 to Rate Schedule 421 or note 3 to Rate Schedule 423.

This provision for Repositionable Notes expires as provided below.

- a. If a request to continue to test or make Repositionable Notes permanent is filed, this provision expires on the implementation date for the replacement service, or if no replacement is implemented, three months after the Commission takes action under section 3624 of title 39, on such request.
- b. If the Postal Service determines not to file such request, this provision expires on such date as specified by the Postal Service, but no later than April 3, 2008.

**430**      **PHYSICAL LIMITATIONS**

Periodicals Mail may not weigh more than 70 pounds or exceed 108 inches in length and girth combined. Additional size limitations apply to individual Periodicals rate categories.

**440**      **POSTAGE AND PREPARATION**

- 441**      **Postage.** Postage must be paid on Periodicals class mail as set forth in section 3000.

- 442**      **Presortation.** Periodicals class mail must be presorted as specified by the Postal Service.

**443**      **Attachments and Enclosures**

- 443.1**      **General.** First-Class Mail or Standard Mail may be attached to or enclosed with Periodicals class mail. The piece must be marked as specified by the Postal Service. Except as provided in section 443.2, additional postage must be paid for the attachment or enclosure as if it had been mailed separately. Otherwise, the entire combined piece is subject to the appropriate First-Class Mail, Standard Mail, or Package Services rate for which it qualifies (unless the rate applicable to the host piece is higher), or, if



a combined piece with a Standard Mail attachment or enclosure weighs 16 ounces or more, the piece is subject to the Parcel Post rate for which it qualifies.

**443.1a “Ride-Along” Attachments and Enclosures.** A limit of one Standard Mail piece, not exceeding the weight of the host copy and weighing a maximum of 3.3 ounces, from any of the subclasses listed in section 321 (Regular, Enhanced Carrier Route, Nonprofit or Nonprofit Enhanced Carrier Route) may be attached to or enclosed with an individual copy of Periodicals Mail for an additional postage payment. Periodicals containing “Ride-Along” attachments or enclosures must maintain uniform thickness as specified by the Postal Service. The Periodicals piece with the “Ride-Along” must maintain the same shape and automation compatibility as it had before addition of the “Ride-Along” attachment or enclosure and meet other preparation requirements as specified by the Postal Service.

**443.2 Incidental First-Class Mail Attachments and Enclosures.** First-Class Mail that meets one or more of the definitions in section 210 b through d may be attached to or enclosed with Periodicals class mail, with postage paid on the combined piece at the applicable Periodicals rate, if the attachment or enclosure is incidental to the piece to which it is attached or with which it is enclosed.

**444 Identification**

Periodicals class mail must be identified as required by the Postal Service. Nonsubscriber and nonrequester copies, including sample and complimentary copies, must be identified as required by the Postal Service.

**445 Filing of Information**

Information relating to Periodicals class mail must be filed with the Postal Service under 39 U.S.C. 3685.

**446 Enclosures and Supplements**

Periodicals class mail may contain enclosures and supplements as specified by the Postal Service. An enclosure or supplement may not contain writing, printing or sign thereof or therein, in addition to the original print, except as authorized by the Postal Service, or as authorized under section 443.2.

**450 DEPOSIT AND DELIVERY**

**451 Deposit**

Periodicals class mail must be deposited at places and times designated by the Postal Service.

**452 Service**

Periodicals class mail is given expeditious handling insofar as is practicable.

**453 Forwarding and Return**

Undeliverable-as-addressed Periodicals class mail will be forwarded or returned to the mailer, as specified by the Postal Service. Undeliverable-as-addressed combined First-Class and Periodicals class mail pieces will be forwarded or returned, as specified by the Postal Service. Additional charges when Periodicals class mail is returned will be based on the applicable First-Class Mail rate.

**470 RATES AND FEES**

The rates and fees for Periodicals class mail are set forth as follows:

	<b>Schedule</b>
a. Outside County	421
b. Within County	423
c. Science of Agriculture	421
d. Fees	1000

**480 AUTHORIZATIONS AND LICENSES**

**481 Entry Authorizations**

Prior to mailing at Periodicals rates, a publication must be authorized for entry as Periodicals class mail by the Postal Service. Each authorized publication will be granted one original entry authorization at the post office where the office of publication is maintained. An authorization for the establishment of an account to enter a publication at an additional entry office may be granted by the Postal Service upon application by the publisher. An application for re-entry must be made whenever the publisher

proposes to change the publication's title, frequency of issue or office of original entry.

**482 Nonprofit, Classroom and Science of Agriculture Authorization**

Prior to entering Nonprofit, Classroom, and Science of Agriculture Periodicals Mail, a publication must obtain an additional Postal Service entry authorization to mail at those rates.

**483 Mailing by Publishers and News Agents**

Periodicals class mail may be mailed only by publishers or registered news agents. A news agent is a person or concern engaged in selling two or more Periodicals publications published by more than one publisher. News agents must register at all post offices at which they mail Periodicals class mail.

**484 Fees**

Fees for original entry, additional entry, re-entry, and registration of a news agent are set forth in Schedule 1000.

**PACKAGE SERVICES  
CLASSIFICATION SCHEDULE**

**510        DEFINITION**

**511        General**

Any mailable matter may be mailed as Package Services mail except:

- a. Matter required to be mailed as First-Class Mail;
- b. Regular and Nonprofit Presort category mail entered as Customized Market Mail under sections 321.22 and 323.22; and
- c. Copies of a publication that is entered as Periodicals class mail, except:
  - i. copies sent by a printer to a publisher;
  - ii. copies that would have traveled at the former second-class transient rate. (The transient rate applied to individual copies of second-class mail (currently Periodicals class mail) forwarded and mailed by the public, as well as to certain sample copies mailed by publishers.); and
  - iii. sample copies enclosed or attached with merchandise sent at Parcel Post or Bound Printed Matter rates.

**512        Written Additions**

Package Services mail may have the following written additions placed on the wrapper, on a tag or label attached to the outside of the parcel, or inside the parcel, either loose or attached to the article:

- a. Marks, numbers, name, or letters descriptive of contents;
- b. "Please Do Not Open Until Christmas," or words of similar import;
- c. Instructions and directions for the use of an article in the package;
- d. Manuscript dedication or inscription not in the nature of personal correspondence;

- e. Marks to call attention to any word or passage in text;
- f. Corrections of typographical errors in printed matter;
- g. Manuscripts accompanying related proof sheets, and corrections in proof sheets to include: corrections of typographical and other errors, alterations of text, insertion of new text, marginal instructions to the printer, and rewrites of parts if necessary for correction;
- h. Handstamped imprints, except when the added matter is itself personal or converts the original matter to a personal communication; or
- i. An invoice.

**520 DESCRIPTION OF SUBCLASSES**

**521 Parcel Post Subclass**

**521.1 Definition.** The Parcel Post subclass consists of Package Services mail that is not mailed under sections 522, 523, or 524.

**521.2 Description of Rate Categories**

**521.21 Inter-BMC Rate Category.** The inter-BMC rate category applies to all Parcel Post subclass mail not mailed under sections 521.22, 521.23, 521.24, 521.25, 521.26, 521.27, or 521.28.

**521.22 Intra-BMC Rate Category.** The intra-BMC rate category applies to Parcel Post subclass mail originating and destinating within a designated BMC or auxiliary service facility service area, Alaska, Hawaii or Puerto Rico.

**521.23 Parcel Select—Destination Bulk Mail Center (DBMC) Rate Category.** The Parcel Select—DBMC rate category applies to Parcel Post subclass mail barcoded (unless nonmachinable as defined in section 521.7) and prepared as specified by the Postal Service in a mailing of at least 50 pieces entered at a designated destination BMC, auxiliary service facility, or other equivalent facility, as specified by the Postal Service.

**521.24 Parcel Select—Destination Sectional Center Facility (DSCF) Rate Category.** The Parcel Select—DSCF rate category applies to Parcel Post subclass mail prepared as specified by the Postal Service in a mailing of at least 50 pieces sorted to five-digit destination ZIP Codes as specified by the Postal Service (except as described in Section 521.25) and entered at a

designated destination processing and distribution center or facility, or other equivalent facility, as specified by the Postal Service.

- 521.25 Surcharge for Parcel Select—Destination Sectional Center Facility (DSCF) Rate Nonmachinable Parcels sorted to 3-digit Zip Codes.** The Parcel Select—DSCF Surcharge applies, in addition to the appropriate DSCF Parcel Select Rate, to mail that does not meet the machinability criteria specified by the Postal Service and is prepared in a mailing of at least 50 pieces sorted to three-digit destination ZIP Codes as specified by the Postal Service and entered at a designated destination processing and distribution center or facility, or other equivalent facility, as specified by the Postal Service.
- 521.26 Parcel Select—Destination Delivery Unit (DDU) Rate Category.** The Parcel Select—DDU rate category applies to Parcel Post subclass mail prepared as specified by the Postal Service in a mailing of at least 50 pieces, and entered at a designated destination delivery unit, or other equivalent facility, as specified by the Postal Service.
- 521.27 Parcel Select Return Service—Return Delivery Unit (RDU) Rate Category.** The Parcel Select Return Service—RDU rate category applies to merchandise returned as Parcel Post subclass mail barcoded and prepared as specified by the Postal Service; entered as specified by the Postal Service; and retrieved in bulk at a designated delivery unit, or other equivalent facility, as specified by the Postal Service.
- 521.28 Parcel Select Return Service—Return BMC (RBMC) Rate Category.** The Parcel Select Return Service—RBMC rate category applies to merchandise returned as Parcel Post subclass mail barcoded and prepared as specified by the Postal Service; entered as specified by the Postal Service; and retrieved in bulk at a bulk mail center, or other equivalent facility, as specified by the Postal Service.
- 521.3 Bulk Parcel Post.** Bulk Parcel Post mail is Parcel Post mail consisting of properly prepared and separated single mailings of at least 300 pieces or 2000 pounds. Pieces weighing less than 15 pounds and measuring over 84 inches in length and girth combined or pieces measuring over 108 inches in length and girth combined are not mailable as Bulk Parcel Post mail.
- 521.31 Barcode Discount.** The barcode discount applies to Bulk Parcel Post mail that is entered at designated facilities, bears a barcode specified by the Postal Service, is prepared as specified by the Postal Service, and meets all other preparation and machinability requirements of the Postal Service.

**521.4 Bulk Mail Center (BMC) Presort Discounts**

**521.41 BMC Presort Discount.** The BMC presort discount applies to Inter-BMC Parcel Post subclass mail that is prepared as specified by the Postal Service in a mailing of 50 or more pieces, entered at a facility authorized by the Postal Service, and sorted to destination BMCs, as specified by the Postal Service.

**521.42 Origin Bulk Mail Center (OBMC) Discount.** The origin bulk mail center discount applies to Inter-BMC Parcel Post subclass mail that is prepared as specified by the Postal Service in a mailing of at least 50 pieces, entered at the origin BMC, and sorted to destination BMCs, as specified by the Postal Service.

**521.5 Barcode Discount.** The barcode discount applies to Inter-BMC, Intra-BMC, and Parcel Select—DBMC Parcel Post subclass mail that is entered at designated facilities, bears a barcode specified by the Postal Service, is prepared as specified by the Postal Service in a mailing of at least 50 pieces, and meets all other preparation and machinability requirements of the Postal Service.

**521.6 Oversize Parcel Post**

**521.61 Excessive Length and Girth.** Parcel Post subclass mail pieces exceeding 108 inches in length and girth combined, but not greater than 130 inches in length and girth combined, are mailable.

**521.62 Balloon Rate.** Parcel Post subclass mail pieces exceeding 84 inches in length and girth combined and weighing less than 20 pounds are subject to a rate equal to that for a 20 pound parcel for the zone to which the parcel is addressed.

**521.7 Nonmachinable Surcharges**

- a. Inter-BMC, Intra-BMC, and Parcel Select—DBMC Parcel Post mail that does not meet machinability criteria specified by the Postal Service is subject to a nonmachinable surcharge.
- b. Parcel Select—DSCF Parcel Post mail that does not meet machinability criteria specified by the Postal Service, and which is sorted to three-digit destination ZIP Codes as specified by the Postal Service, is subject to a nonmachinability surcharge for 3-digit nonmachinable DSCF Parcel Post.

- c. Parcel Select Return Service—RBMC Parcel Post mail that does not meet machinability criteria specified by the Postal Service is subject to a nonmachinable surcharge.

**521.8 Pickup Service.** Pickup service is available for Parcel Post subclass mail under terms and conditions specified by the Postal Service.

**522 Bound Printed Matter Subclass**

**522.1 Definition.** The Bound Printed Matter subclass consists of Package Services mail weighing not more than 15 pounds, which:

- a. Consists of advertising, promotional, directory, or editorial material, or any combination thereof;
- b. Is securely bound by permanent fastenings including, but not limited to, staples, spiral bindings, glue, and stitching; loose leaf binders and similar fastenings are not considered permanent;
- c. Consists of sheets of which at least 90 percent are imprinted with letters, characters, figures or images or any combination of these, by any process other than handwriting or typewriting;
- d. Does not have the nature of personal correspondence; and
- e. Is not stationery, such as pads of blank printed forms.

**522.2 Description of Rate Categories**

**522.21 Single-Piece Nonpresort Rate Category.** The single-piece rate category applies to Bound Printed Matter subclass mail which is not mailed under sections 522.22, 522.23, 522.24, 522.25, or 522.26.

**522.22 Basic Presort Rate Category.** The basic presort rate category applies to Bound Printed Matter subclass mail prepared in a mailing of at least 300 pieces, prepared and presorted as specified by the Postal Service.

**522.23 Carrier Route Presort Rate Category.** The carrier route presort rate category applies to Bound Printed Matter subclass mail prepared in a mailing of at least 300 pieces of carrier route presorted mail, prepared and presorted as specified by the Postal Service.



- 522.24 Destination Bulk Mail Center (DBMC) Rate Category.** The destination bulk mail center rate category applies to Basic Presort Rate or Carrier Route Presort Rate Bound Printed Matter subclass mail prepared as specified by the Postal Service in a mailing entered at a designated destination BMC, auxiliary service facility, or other equivalent facility, as specified by the Postal Service.
- 522.25 Destination Sectional Center Facility (DSCF) Rate Category.** The destination sectional center facility rate category applies to Basic Presort Rate or Carrier Route Presort Rate Bound Printed Matter subclass mail prepared and entered at a designated destination processing and distribution center or facility, or other equivalent facility, as specified by the Postal Service.
- 522.26 Destination Delivery Unit (DDU) Rate Category.** The destination delivery unit rate category applies to Basic Presort Rate or Carrier Route Presort Rate Bound Printed Matter subclass mail prepared as specified by the Postal Service in a mailing entered at a designated destination delivery unit, or other equivalent facility, as specified by the Postal Service.
- 522.3 Barcode Discount.** The parcel barcoded discount or flats barcoded discount apply to single-piece rate and Basic Presort Rate Bound Printed Matter subclass parcel or flat mail, respectively, that is entered at designated facilities, bears a barcode specified by the Postal Service, is prepared as specified by the Postal Service in a mailing of at least 50 pieces, and meets all other preparation and machinability requirements of the Postal Service.
- 522.4 Flats Differential.** Flats-shaped single-piece rate, Basic Presort Rate, and Carrier Route Presort Rate Bound Printed Matter subclass mail that meets the preparation criteria specified by the Postal Service is eligible for a rate reduction in the form of a flats differential.
- 523 Media Mail Subclass**
- 523.1 Definition.** The Media Mail subclass consists of Package Services mail of the following types:
- a. Books, including books issued to supplement other books, of at least eight printed pages, consisting wholly of reading matter or scholarly bibliography or reading matter with incidental blank spaces for notations, and containing no advertising matter other than incidental announcements of books. Not more than three of the announcements may contain as part of their format a single order form, which may also

## Domestic Mail Classification Schedule

serve as a postcard. These order forms are in addition to and not in lieu of order forms which may be enclosed by virtue of any other provision;

- b. 16 millimeter or narrower width films which must be positive prints in final form for viewing, and catalogs of such films, of 24 pages or more, at least 22 of which are printed, except when sent to or from commercial theaters;
- c. Printed music, whether in bound form or in sheet form;
- d. Printed objective test materials and accessories thereto used by or in behalf of educational institutions in the testing of ability, aptitude, achievement, interests and other mental and personal qualities with or without answers, test scores or identifying information recorded thereon in writing or by mark;
- e. Sound recordings, including incidental announcements of recordings and guides or scripts prepared solely for use with such recordings. Not more than three of the announcements may contain as part of their format a single order form, which may also serve as a postcard. These order forms are in addition to and not in lieu of order forms which may be enclosed by virtue of any other provision;
- f. Playscripts and manuscripts for books, periodicals and music;
- g. Printed educational reference charts, permanently processed for preservation;
- h. Printed educational reference charts, including but not limited to
  - i. Mathematical tables,
  - ii. Botanical tables,
  - iii. Zoological tables, and
  - iv. Maps produced primarily for educational reference purposes;
- i. Looseleaf pages and binders therefor, consisting of medical information for distribution to doctors, hospitals, medical schools, and medical students; and

- j. Computer-readable media containing prerecorded information and guides or scripts prepared solely for use with such media.

**523.2 Description of Rate Categories**

**523.21 Single-Piece Rate Category.** The single-piece rate category applies to Media Mail not mailed under section 523.22 or 523.23 prepared as specified by the Postal Service.

**523.22 Five-Digit Presort Rate Category.** The Five-Digit presort rate category applies to mailings of at least 300 pieces in any Media Mail subclass presorted category, prepared and presorted to five-digit destination ZIP Codes as specified by the Postal Service.

**523.23 Basic Presort Rate Category.** The Basic Presort rate category applies to mailings of at least 300 pieces in any Media Mail subclass presorted category, prepared and presorted, as specified by the Postal Service, other than to five-digit destination ZIP Codes.

**523.3 Barcode Discount.** The barcode discount applies to single-piece rate and Basic Presort rate Media Mail that is entered at designated facilities, bears a barcode specified by the Postal Service, is prepared as specified by the Postal Service in a mailing of at least 50 pieces, and meets all other preparation and machinability requirements of the Postal Service.

**524 Library Mail Subclass**

**524.1 Definition**

**524.11 General.** The Library Mail subclass consists of Package Services mail of the following types:

- a. Matter designated in section 524.13, loaned or exchanged (including cooperative processing by libraries) between:
  - i. Schools or colleges, or universities;
  - ii. Public libraries, museums and herbaria, nonprofit religious, educational, scientific, philanthropic, agricultural, labor, veterans' or fraternal organizations or associations, or between such organizations and their members, readers or borrowers.

Domestic Mail Classification Schedule

- b. Matter designated in section 524.14, mailed to or from schools, colleges, universities, public libraries, museums and herbaria and to or from nonprofit religious, educational, scientific, philanthropic, agricultural, labor, veterans' or fraternal organizations or associations; or
- c. Matter designated in section 524.15, mailed from a publisher or a distributor to a school, college, university or public library.

**524.12 Definition of Nonprofit Organizations and Associations.** Nonprofit organizations or associations are defined in section 1009.

**524.13 Library Subclass Mail Under Section 524.11.a.** Matter eligible for mailing as Library Mail under subsection a of section 524.11 consists of:

- a. Books consisting wholly of reading matter or scholarly bibliography or reading matter with incidental blank spaces for notations and containing no advertising other than incidental announcements of books;
- b. Printed music, whether in bound form or in sheet form;
- c. Bound volumes of academic theses in typewritten or other duplicated form;
- d. Periodicals, whether bound or unbound;
- e. Sound recordings;
- f. Other library materials in printed, duplicated or photographic form or in the form of unpublished manuscripts; and
- g. Museum materials, specimens, collections, teaching aids, printed matter and interpretative materials intended to inform and to further the educational work and interest of museums and herbaria.

**524.14 Library Mail Under Section 524.11.b.** Matter eligible for mailing as Library Mail under subsection b of section 524.11 consists of:

- a. 16-millimeter or narrower width films; filmstrips; transparencies; slides; microfilms; all of which must be positive prints in final form for viewing;
- b. Sound recordings;

- c. Museum materials, specimens, collections, teaching aids, printed matter, and interpretative materials intended to inform and to further the educational work and interests of museums and herbaria;
- d. Scientific or mathematical kits, instruments or other devices;
- e. Catalogs of the materials in subsections a through d of section 524.14 and guides or scripts prepared solely for use with such materials.

**524.15 Library Mail Under Section 524.11.c.** Matter eligible for mailing as Library subclass mail under subsection c of section 524.11 consists of books, including books to supplement other books, consisting wholly of reading matter or scholarly bibliography or reading matter with incidental blank spaces for notations, and containing no advertising matter other than incidental announcements of books.

**524.2 Description of Rate Categories**

**524.21 Single-Piece Rate Category.** The single-piece rate category applies to Library Mail not mailed under section 524.22 or 524.23 prepared as specified by the Postal Service.

**524.22 Five-Digit Presort Rate Category.** The Five-Digit Presort rate category applies to mailings of at least 300 pieces in any Library Mail subclass presorted category, prepared and presorted to five-digit destination ZIP Codes as specified by the Postal Service.

**524.23 Basic Presort Rate Category.** The Basic Presort rate category applies to mailings of at least 300 pieces in any Library Mail subclass presorted category, prepared and presorted as specified by the Postal Service, other than to five-digit destination ZIP Codes.

**524.3 Barcode Discount.** The barcode discount applies to Single-Piece Rate and Basic Presort Rate Library Mail that is entered at designated facilities, bears a barcode specified by the Postal Service, is prepared as specified by the Postal Service in a mailing of at least 50 pieces, and meets all other preparation and machinability requirements of the Postal Service.

**530 PHYSICAL LIMITATIONS**

**531 Size**

Except as provided in section 521.61, Package Services mail may not exceed 108 inches in length and girth combined. Additional size limitations apply to individual Package Services mail subclasses.

**532 Weight**

Package Services mail may not weigh more than 70 pounds. Additional weight limitations apply to individual Package Services mail subclasses.

**540 POSTAGE AND PREPARATION**

**541 Postage**

Postage must be paid as set forth in section 3000. All mail mailed at a bulk or presort rate must have postage paid in a manner not requiring cancellation.

**542 Preparation**

All pieces in a Package Services mailing must be separately addressed. All pieces in a Package Services mailing must be identified as specified by the Postal Service, and must contain the ZIP Code of the addressee when specified by the Postal Service. All Package Services mailings must be prepared and presented as specified by the Postal Service. Two or more Package Services mailings may be commingled and mailed only when specific methods approved by the Postal Service for determining and verifying postage are followed.

**543 Non-Identical Pieces**

Pieces not identical in size and weight may be mailed at a bulk or presort rate as part of the same mailing only when specific methods approved by the Postal Service for determining and verifying postage are followed.

**544 Attachments and Enclosures**

**544.1 General.** First-Class Mail or Standard Mail may be attached to or enclosed in Package Services mail. The piece must be marked as specified by the Postal Service. Except as provided in sections 544.2 and 544.3, additional

postage must be paid for the attachment or enclosure as if it had been mailed separately. Otherwise, the entire combined piece is subject to the First-Class, Standard Mail, or Package Services rate for which it qualifies unless the rate applicable to the host piece is higher.

**544.2 Specifically Authorized Attachments and Enclosures.** Package Services mail may contain enclosures and attachments as specified by the Postal Service and as described in subsections a and e of section 523.1, with postage paid on the combined piece at the Package Services rate applicable to the host piece.

**544.3 Incidental First-Class Attachments and Enclosures.** First-Class Mail that meets one or more of the definitions in subsections b through d of section 210, may be attached to or enclosed with Package Services mail, with postage paid on the combined piece at the Package Services rate applicable to the host piece, if the attachment or enclosure is incidental to the piece to which it is attached or with which it is enclosed.

**550 DEPOSIT AND DELIVERY**

**551 Deposit**

Package Services mail must be deposited at places and times designated by the Postal Service.

**552 Service**

Package Services mail may receive deferred service.

**553 Forwarding and Return**

Undeliverable-as-addressed Package Services mail will be forwarded on request of the addressee, returned on request of the mailer, or forwarded and returned on request of the mailer. Pieces which combine Package Services mail with First-Class Mail or Standard Mail will be forwarded if undeliverable-as-addressed, and returned if undeliverable, as specified by the Postal Service. When Package Services mail is forwarded or returned from one post office to another, additional charges will be based on the applicable single-piece Package Services mail rate.

**560 ANCILLARY SERVICES**

**561 All Subclasses Except Parcel Select Return Service Categories**

Package Services mail, except Parcel Select Return Service mail entered under sections 521.27 or 521.28 (which is eligible for Certificates of Mailing only), will receive the following services upon payment of the appropriate fees:

<b>Service</b>	<b>Schedule</b>
a. Address correction	911
b. Certificates of mailing	947
c. COD	944
d. Insurance	943
e. Special handling	952
f. Return receipt (merchandise only)	945
g. Merchandise return	932
h. Delivery Confirmation (limited to parcel-shaped Package Services Mail)	948
i. Shipper Paid Forwarding	936
j. Signature Confirmation limited to parcel-shaped Package Services Mail	949
k. Parcel Airlift	951

Insurance, special handling, and COD services may not be used selectively for individual pieces in a multi-piece Package Services mailing unless specific methods approved by the Postal Service for determining and verifying postage are followed.

**562 Parcel Select Return Service**

Parcel Post subclass mail entered under sections 521.27 or 521.28 will receive Certificate of Mailing service if the customer entering the returned parcel pays the appropriate fees at the time the mail is entered. Certificate of Mailing service may not be purchased by the addressee of the returned parcel.



**570 RATES AND FEES**

The rates and fees for Package Services Mail are set forth as follows:

	<b>Schedule</b>
a. Parcel Post subclass	
Inter-BMC	521.2A
Intra-BMC	521.2B
Parcel Select	
Destination BMC	521.2C
Destination SCF	521.2D
Destination Delivery Unit	521.2E
Parcel Select Return Services	
Return Delivery Unit	521.2F
Return BMC	521.2G
b. Bound Printed Matter subclass	
Single-Piece	522A
Basic Presort and Carrier Route	522B
Destination Entry Basic Presort	522C
Destination Entry Carrier Route Presort	522D
c. Media Mail subclass	523
d. Library Mail subclass	524
e. Fees	1000

**580 AUTHORIZATIONS AND LICENSES**

**581 Parcel Post Subclass**

The mailing fee set forth in Schedule 1000 must be paid once each 12-month period at each office of mailing or office of verification, as specified by the Postal Service, by or for mailers of any Parcel Select rate category mail in the Parcel Post subclass. Payment of the fee allows the mailer to mail at any Parcel Select rate.

**582 Bound Printed Matter Subclass**

The mailing fee set forth in Schedule 1000 must be paid once each 12-month period at each office of mailing or office of verification, as specified by

the Postal Service, by or for mailers of Destination BMC, Destination SCF or Destination Delivery Unit rate category mail in the Bound Printed Matter subclass. Payment of the fee allows the mailer to mail at any destination entry Bound Printed Matter rate.

**583 Media Mail Subclass**

The mailing fee set forth in Schedule 1000 must be paid once each 12-month period at each office of mailing or office of verification, as specified by the Postal Service, by or for mailers of presorted Media Mail. Payment of the fee allows the mailer to mail at any presorted Media Mail rate.

**584 Library Mail Subclass**

The mailing fee set forth in Schedule 1000 must be paid once each 12-month period at each office of mailing or office of verification, as specified by the Postal Service, by or for mailers of presorted Library Mail. Payment of the fee allows the mailer to mail at any presorted Library Mail rate.

**585 Parcel Return Service**

**585.1** A permit fee as set forth in Schedule 1000 must be paid once each 12-month period by mailers utilizing Parcel Select Return Service. In addition, the permit holder must pay the accounting fee specified in Fee Schedule 1000 once each 12-month period for each advance deposit account.

**585.2** The Parcel Return Service permit may be canceled for failure to maintain sufficient funds in a trust account to cover postage and fees on returned parcels, for distributing labels that do not conform to Postal Service specifications, or for other reasons specified by the Postal Service.

**NEGOTIATED SERVICE AGREEMENTS  
CLASSIFICATION SCHEDULE**

**613 HSBC NORTH AMERICA HOLDINGS INC. NEGOTIATED SERVICE AGREEMENT**

**613.1 Eligible First-Class Mail**

Eligible First-Class Mail under this section is defined as: (1) HSBC's First-Class Mail customer correspondence related to credit and banking products and services account holders; and (2) First-Class Mail solicitations for credit and banking products that bear an endorsement specified by the Postal Service. Eligible First-Class Mail does not include Business Reply Mail, Qualified Business Reply Mail, Cards, Priority Mail, or pieces that are not letter-shaped.

**613.2 Waiver of Address Correction Fees**

The fees for address correction in Fee Schedule 911 are waived for those First-Class Mail solicitations on which HSBC uses the endorsement specified by the Postal Service, if:

- a. HSBC mails more than 525 million pieces of eligible First-Class Mail within the first year after implementation of this section, and
- b. HSBC updates any databases it maintains for solicitation mail, other than First-Class Mail customer correspondence related to account holders, as specified by the Postal Service.

If, during the first year after implementation, HSBC mails fewer than 525 million pieces of eligible First-Class Mail, HSBC agrees to pay the greater of either (1) all address correction service fees under Fee Schedule 911, as specified by the Postal Service, for pieces receiving address correction service, or (2) \$200,000.

**613.3 First-Class Mail Discounts**

**613.31 Discount Thresholds.** The First-Class Mail Volume Threshold is set at 615 million pieces of eligible First-Class Mail for the first year of the agreement, 725 million pieces for the second year of the agreement, and 810 million pieces for the third year of the agreement.

**613.32**      **Discounts.** HSBC's eligible First-Class Mail is subject to the otherwise applicable First-Class Mail postage in Rate Schedule 221, less the discounts shown in Rate Schedule 613A for the first year of the agreement, in Rate Schedule 613B for the second year of the agreement, and in Rate Schedule 613C for the third year of the agreement, if HSBC meets the applicable Discount Threshold in any of those years. The discounts apply in each year only to volume above the Discount Threshold for that year. Each incremental discount applies only to the incremental volume within each volume block.

**613.33**      **Annual Threshold Adjustments.** The discount thresholds specified in section 613.31 for the second and third years of the agreement may be adjusted upward or downward based on the relationship between mail volumes forecasted by HSBC for the first and second years of the agreement, and the mail volumes actually tendered by HSBC in those years. To determine whether any adjustment is warranted under this provision, at the end of the first and second years of the agreement, percentage deviations will be calculated between the before-rates forecasts of HSBC's First-Class Mail and Standard Mail volumes for the year, and HSBC's actual volume in each category. An upward adjustment will be triggered if the actual volume of First-Class Mail exceeds the forecasted volume by more than 20 percent, and the actual volume of Standard Mail exceeds the forecasted volume by more than 5 percent. For years in which the upward adjustment is triggered, the discount threshold specified in section 613.31 for the next year will be increased by a percentage amount equal to the First-Class Mail volume percentage surplus, less 15 percent. A downward adjustment will be triggered if the forecasted volume of First-Class Mail exceeds the actual volume of First-Class Mail by more than 15 percent. For years in which a downward adjustment is triggered, the discount threshold specified in section 613.31 for the next year will be decreased by a percentage amount equal to the First-Class Mail volume percentage deficit, less 15 percent. Any new annual threshold amounts calculated under this provision will be rounded to the nearest whole million pieces of mail. For any year for which a new annual threshold amount has been derived pursuant to this provision, Rate Schedule 613D will be applicable in lieu of Rate Schedule 613B or 613C.

**613.34**      **Threshold Adjustment for Mergers and Acquisitions; and Portfolio Activity.**

In the event that:

- a. HSBC merges with and/or acquires an entity and/or purchases a portfolio with annual First-Class Mail volume in excess of 10 million pieces, the discount threshold will be adjusted to add the volume of First-Class Mail sent by the merged or acquired entity, or on behalf of the purchased portfolio, during the 12 months preceding the merger, acquisition, or purchase. In that event, beginning in the succeeding fiscal quarter immediately following the date that mail volumes due to the merger, acquisition, or purchase begin to be mailed through the threshold permit accounts, Rate Schedule 613D would apply in lieu of Rate Schedule 613A, 613B, or 613C.
- b. HSBC in the first or second year of the agreement merges with or acquires multiple entities, or purchases multiple portfolios, that have combined annual First-Class Mail volume in excess of 25 million pieces, the discount thresholds for all succeeding years of the agreement will be adjusted upward to add the First-Class Mail volume sent by the merged or acquired entities, or on behalf of the acquired portfolios, for the 12 months prior to the date the mail of the merged entity is first mailed through the threshold permit accounts. In that event, in all succeeding years of the agreement, Rate Schedule 613D would apply in lieu of Rate Schedule 613B or 613C.
- c. HSBC loses or sells a portfolio with annual First-Class Mail volume of at least 10 million pieces, the discount threshold will be adjusted downward by the product of the number of active accounts lost or sold, multiplied by 12. In that event, beginning in the succeeding fiscal quarter immediately following the date that the mail volumes due to the loss or sale will no longer be mailed through the threshold permit accounts, Rate Schedule 613D will apply in lieu of Rate Schedule 613A, 613B, or 613C.
- d. In order to avoid double counting, any volumes used to make adjustments pursuant to these merger, acquisition, and portfolio activity provisions shall be excluded from calculation of the corresponding annual threshold adjustment pursuant to section 613.33.

**613.35 Discount Limit.** The maximum cumulative discount available to HSBC over the duration of this NSA shall not exceed \$9 million.

**613.36** Implementation Date Threshold Adjustments.

The discount threshold specified in section 613.31 for the first year of the agreement shall be increased by the difference between the thresholds

specified for the first year and the second year, pro-rated on a monthly basis from January 1, 2005, to the first day of the month of the actual date of implementation, and then rounded to the nearest whole million pieces of mail. The discount threshold specified for the second year of the agreement shall be similarly increased, by applying the same proportional factor to the difference between the thresholds specified for the second and third year. The discount threshold specified for the third year shall be increased by the same absolute amount of volume added to the threshold for the second year. Similarly, for purposes of determining any applicable annual threshold adjustments as specified in section 613.33, the before-rates forecasts of HSBC's First-Class Mail for the first and second years of the agreement shall be increased by applying the same proportional factor to the differences between, respectively, the before-rates forecasts for the first and second years, and the before-rates forecasts for the second and third years.

**613.4 Rates**

The rates applicable to this Agreement are set forth in Rate Schedules 613A, 613B, 613C, and 613D.

**613.5 Expiration**

The provisions of section 613 expire on January 1, 2009.

**613.6 Precedence**

To the extent any provision of section 613 is inconsistent with any other provision of the Domestic Mail Classification Schedule, the former shall control.

**620 BOOKSPAN NEGOTIATED SERVICE AGREEMENT**

**620.1 Eligible Standard Mail**

**620.11 Bookspan.** Eligible Standard Mail under this section is defined as Standard Mail letter-shaped pieces sent by Bookspan for the purpose of soliciting book club membership: (1) of persons who are not current subscribers to the book club or clubs Bookspan is promoting in the mailing; or (2) of book club members whose membership is expiring. Such pieces may be sent by Bookspan, by entities in which Bookspan holds controlling shares, or by their vendors on their behalf. Such pieces may include up to two inserts promoting Bookspan's strategic business alliances. Under no circumstances are periodic Current Member club mailings which offer the

cycle's Featured Selection, as well as other club selections and offerings, eligible to be counted and receive discounts under the Agreement, even if they contain solicitations to renew membership in that club or to join other clubs.

**620.12 Other Mailers.** Functionally equivalent NSAs, involving declining block rates for Standard Mail letters for the purpose of acquiring customers for programs involving recurring mailings offering merchandise, may be entered into with other customers demonstrating a similar or greater multiplier effect and implemented pursuant to proceedings under Chapter 36 of Title 39, of the United States Code. For a mailer to have a similar or greater multiplier effect, at least six times per year, that mailer must send a continuing series of marketing mail, send products to a list of people who have agreed to purchase some stipulated minimum number of items on a more or less regular basis and use at least one other subclass for merchandise fulfillment.

**620.2 Standard Mail Declining Block Rates**

**620.21 Volume Commitments.** The following volume commitments for otherwise eligible letter-shaped Standard Mail pieces must be met before any discounts under this section are payable:

- a. 94 million for the first year of the Agreement;
- b. 95 million for the second year of the Agreement, subject to adjustment as specified below; and,
- c. 105 million for the third year of the Agreement, subject to adjustment as specified below.

If Bookspan does not mail at least 73 million pieces during the first year of this Agreement, it will pay the Postal Service a one-time transaction fee of \$200,000.

**620.22 Volume Commitment Adjustment Mechanism.** At the end of each year of the Agreement other than its final year, the volume commitment for the following year will be adjusted, as follows:

- a. If, at the end of the year, actual volume is 12 percent or more above that year's volume commitment, the following year's commitment will be revised to be the average of the completed year's actual volume and the original volume commitment for the following year.

- b. If, at the end of the year, actual volume is 5 percent or more below that year's volume commitment, the following year's commitment will be decreased by the percentage difference between the completed year's original volume commitment and its actual volume, but in no case to lower than 90 million.

**620.23 Incremental Discounts.** Bookspan's eligible Standard Mail is subject to the otherwise applicable Standard Mail postage in Rate Schedule 321A, 321B, or 322 less the discounts shown in Rate Schedule 620A for the first year of the Agreement, in Rate Schedule 620B for the second year of the Agreement, and in Rate Schedule 620C for the third year of the Agreement, if Bookspan meets the applicable volume commitments specified in 620.21, or as adjusted in accordance with 620.22. Each incremental discount applies only to the incremental volume within each volume block.

**620.24 Volume Block Adjustments for Mergers and Acquisitions.** In the event that Bookspan merges with and/or acquires an entity or entities and/or purchases a portfolio with annual Standard Mail volume in excess of 5 million pieces, the volume blocks will be adjusted to add the volume of Standard Mail sent by the merged or acquired entity during the 12 months preceding the merger, acquisition, or purchase. The adjustment becomes effective for the succeeding fiscal quarter immediately following the date that mail volumes due to the merger, acquisition, or purchase begin to be mailed through the threshold permit accounts.

**620.25 Termination.** The Agreement automatically terminates and eligibility for all discounts under this section ceases if Bookspan's Standard Mail letter solicitation volume exceeds 150,000,000, or if the Agreement is terminated by either party with 30 days' written notice to the other party.

#### **620.4 Rates**

The rates applicable to this Agreement are set forth in Rate Schedules 620A, 620B, and 620C.

#### **620.5 Expiration**

The provisions of section 620 expire on June 1, 2009.



**620.6 Precedence**

To the extent any provision of section 620 is inconsistent with any other provision of the Domestic Mail Classification Schedule, the former shall control.

**621 BRADFORD GROUP NEGOTIATED SERVICE AGREEMENT****621.1 Eligible Standard Mail**

**621.11 Bradford Group.** Eligible Standard Mail under this section is defined as letter-shaped and flat-shaped pieces sent by Bradford Group for the purpose of soliciting prospective customers and clients of Bradford Group, as well as advertising to existing Bradford Group clients. Such letters and flats may be sent by Bradford Group, by entities in which Bradford Group holds controlling shares, or by their vendors on their behalf. Such solicitations may include up to two inserts promoting Bradford Group's strategic business alliances.

**621.2 Standard Mail Declining Block Rates**

**621.21 Volume Commitments.** The following volume commitments for otherwise eligible letter-shaped and flat-shaped Standard Mail pieces must be met before any discounts under this section are payable:

- a. 154 million letter-shaped pieces and 54.5 million flat-shaped pieces for the first year of the Agreement;
- b. 154 million letter-shaped pieces and 55.5 million flat-shaped pieces for the second year of the Agreement, subject to adjustment as specified below; and
- c. 154 million letter-shaped pieces and 58 million flat-shaped pieces for the third year of the Agreement, subject to adjustment as specified below.

If Bradford Group does not mail at least 166 million Standard Mail letter-shaped and flat-shaped pieces during the first year of this Agreement, it will pay the Postal Service a one-time transaction fee of \$200,000.

**621.22 Volume Commitment Adjustment Mechanism.** At the end of each year of the Agreement other than its final year, the volume commitment for the following year will be adjusted, as follows.

- a. If, at the end of the year, actual volume is 12 percent or more above that year's volume commitment, the following year's commitment will be revised to be the average of the completed year's actual volume and the original volume commitment for the following year.
- b. If, at the end of the year, actual volume is 5 percent or more below that year's volume commitment, the following year's commitment will be decreased by the percentage difference between the completed year's original volume commitment and its actual volume, but in no case to lower than 140 million for letters or 50 million for flats. If the volume commitment as adjusted by the previous sentence falls below the following year's starting threshold: the starting threshold must then be adjusted to equal the following year's volume commitment as adjusted by the previous sentence; and, the following year's volume commitment will be further adjusted to equal the following year's starting threshold plus 7 million pieces for letters, and the following year's starting threshold plus 1 million pieces for flats.

**621.23 Incremental Discounts.** Bradford Group's eligible Standard Mail is subject to the otherwise applicable Standard Mail postage in Rate Schedules 321A or 321B, less the discounts shown in Rate Schedule 621A for the first year of the Agreement, in Rate Schedule 621B for the second year of the Agreement, and in Rate Schedule 621C for the third year of the Agreement, if Bradford Group meets the applicable volume commitments specified in 621.21, or as adjusted in accordance with 621.22. Each incremental discount applies only to the incremental volume within each volume block.

**621.24 Volume Block Adjustments for Mergers, Acquisitions, Sales, or Closures.** In the event that Bradford Group merges with and/or acquires an entity or entities and/or purchases a portfolio with annual Standard Mail letters and flats volume in excess of 5 million pieces, the volume blocks will be adjusted to add the volume of Standard Mail sent by the merged or acquired entity during the 12 months preceding the merger, acquisition, or purchase. The adjustment becomes effective for the succeeding fiscal quarter immediately following the date that mail volumes due to the merger, acquisition, or purchase begin to be mailed through the threshold permit accounts.

In the event that Bradford Group has sold or closed one or more divisions or entities with combined annual Standard Mail volume in excess of 5 million pieces, the volume blocks will be adjusted to subtract the volume of Standard Mail sent by the sold or closed division or entity during the 12

months preceding the sale or closure. The adjustment becomes effective for the succeeding fiscal quarter immediately following the date that mail volumes due to the sale or closure begin to be mailed through the threshold permit accounts.

**621.25 Termination.** The Agreement automatically terminates and eligibility for all discounts under this section ceases if Bradford Group's Standard Mail volume exceeds 12 million pieces above the maximum volume in the top tier of Rate Schedules 621A, 621B, or 621C (for either letters or flats), in any year of this Agreement, or if the Agreement is terminated by either party with 30 days' written notice to the other party.

**621.3 Rates**

The rates applicable to this Agreement are set forth in the following Rate Schedules:

621A  
621B  
621C

**621.4 Expiration**

The provisions of section 621 expire on June 1, 2011.

**621.5 Precedence**

To the extent any provision of section 621 is inconsistent with any other provision of the Domestic Mail Classification Schedule, the former shall control.

**630 BANK OF AMERICA CORPORATION NEGOTIATED SERVICE AGREEMENT**

**630.1 Definitions**

The following terms shall have the meanings ascribed to them in the Negotiated Service Agreement (NSA or Agreement) between Bank of America Corporation (Bank of America) and the United States Postal Service (Postal Service): Bank of America mail, Confirm service, Courtesy Reply Mail, eDropship, FAST (Facility Access and Shipment Tracking System), Four-State Barcode (OneCode), Letter-Rated Mail, OneCode

ACS, PostalOne!®, Qualifying Permit Numbers, Schedule A First-Class Mail, Schedule B First-Class Mail, and Seamless Acceptance.

**630.2 Eligible Mail**

**630.21 Bank of America.** Bank of America mail eligible for discounts under Rate Schedules 630A, 630B, 630C, 630D, and 630E is limited to letter-rated mail that (1) is entered by or on behalf of Bank of America or a subsidiary or affiliate, (2) relates to the business activities of Bank of America or a subsidiary or affiliate, and (3) complies with the machinability requirements specified in the Agreement. Such mail includes cooperative mailings and mail entered pursuant to marketing arrangements with other entities.

**630.22 Other Mailers.** Functionally equivalent NSAs, involving worksharing discounts for performance-based improvements resulting from (1) the implementation of Four-State Barcode, OneCode ACS, Confirm service, Seamless Acceptance, FAST, and eDropship, (2) the barcoding of Courtesy Reply Mail, Business Reply Mail, and Qualified Business Reply Mail, and (3) the adoption of electronic Address Correction Service in lieu of physical returns for letter-rated First-Class Mail that would otherwise be eligible for Standard Mail rates, may be entered into with other customers, as specified by the Postal Service, and implemented pursuant to proceedings under chapter 36 of title 39 of the United States Code.

**630.3 Operational Commitments of Bank of America**

**630.31 Four-State Barcode.** Bank of America will use the Four-State Barcode on all Bank of America mail entered under a Qualifying Permit Number as letter-rated First-Class Mail or Standard Mail.

**630.32 OneCode ACS.** Bank of America will place OneCode ACS markings on all Bank of America mail entered under a Qualifying Permit Number as letter-rated First-Class Mail and Standard Mail, subject to the conditions and exceptions set forth in the text of the NSA.

**630.33 Waiver of Physical Return of Certain Letter-Rated Mailpieces.** Bank of America will accept electronic information about certain kinds of undeliverable-as-addressed letter-rated mailpieces instead of their physical return, as specified in the text of the NSA.

**630.34 Confirm Service.** Bank of America will implement use of Confirm service in accordance with section 991. Bank of America will use Confirm service for

all Bank of America mail entered under a Qualifying Permit Number as letter-rated First-Class Mail and Standard Mail.

- 630.35 Seamless Acceptance.** Bank of America will use seamless acceptance for Bank of America mail entered under a Qualifying Permit Number as letter-rated First-Class Mail and Standard Mail. Bank of America will use a Mail.dat file (or Web-services) in conjunction with Four-State Barcodes to enable the Postal Service to use performance-based verification procedures for mail entered by Bank of America, subject to the conditions and exceptions set forth in the text of the NSA.
- 630.36 FAST and eDropship.** Bank of America will use the automated scheduling services provided to the FAST system through the PostalOne! electronic data exchange services to enter its letter-rated Standard Mail mailpieces with destination entry discounts, subject to the conditions and exceptions set forth in the text of the NSA.
- 630.37 Barcoding of Courtesy Reply Mail, Business Reply Mail, and Qualified Business Reply Mail.** Bank of America will implement use of the Four-State Barcode on all Courtesy Reply Mail, Business Reply Mail, and Qualified Business Reply Mail envelopes enclosed in its mail. All mailpieces will be machinable, automation compatible, and properly marked with a OneCode Four-State Barcode. This requirement is subject to certain conditions and exceptions as provided in the text of the NSA.
- 630.4 Discounts**
- 630.41 General Terms and Conditions.** The Postal Service shall pay rate discounts in the form of refunds to Bank of America for improved address quality and mail processing in accordance with the text of the NSA. Discounts shall be calculated as adjustments to the rates of postage otherwise established by the DMM. Discounts shall be determined quarterly, over the life of the Agreement, based on Bank of America's actual mail volumes and address quality for each quarter just ended, subject to the conditions in the text of the NSA.
- 630.42 First-Class Mail Discounts**
- 630.421 Discounts for Improved Mail Processing.** Eligible mail that is sent via First-Class Mail is subject to the otherwise applicable First-Class Mail postage in Rate Schedule 221, less the discounts shown in Rate Schedule 630A for improved mail processing performance for letter-rated First-Class Mail mailpieces.

**630.422 Discount Formula for Improved Mail Processing.** The Postal Service will use the following formula to calculate the rate discounts Bank of America will receive pursuant to Rate Schedule 630A:

- a. The Postal Service will determine the total number of letter-rated First-Class Mail mailpieces of Bank of America mail that are read and accepted during their first pass through Postal Service mail sorting equipment during an applicable quarter.
- b. The Postal Service will divide the number identified in section 630.422(a) above by the total number of letter-rated First-Class Mail mailpieces of Bank of America mail that receive a first pass through Postal Service mail sorting equipment during the same quarter.
- c. The Postal Service will subtract the baseline value set forth in the agreement from the percentage obtained in section 630.422(b) to obtain the incremental improvement within the meaning of the table in Rate Schedule 630A.

**630.423 Discounts for Reduced Return Rates.** Eligible mail that is sent via First-Class Mail is subject to the otherwise applicable First-Class Mail postage in Rate Schedule 221, less the discounts shown in Rate Schedule 630B for reduced return rates for letter-rated First-Class Mail mailpieces.

**630.424 Discount Formula for Reduced Return Rates.** The Postal Service will use the following formula to calculate the rate discounts Bank of America will receive pursuant to Rate Schedule 630B:

- a. The Postal Service will identify the number of undeliverable-as-addressed letter-rated First-Class Mail mailpieces of Bank of America mail that have been returned to the sender by the Postal Service, as determined through OneCode ACS, for the applicable quarter.
- b. The Postal Service will divide the number identified in section 630.424(a) above by the total number of letter-rated First-Class Mail mailpieces of Bank of America mail for the applicable quarter.
- c. The percentage obtained in section 630.424(b) will be subtracted from the applicable baseline undeliverable-as-addressed rate set forth in the Agreement, and the difference divided by that baseline undeliverable-as-addressed rate. The result, expressed as a percentage, will serve as

the incremental improvement percentage used to determine the applicable rate incentive in Rate Schedule 630B.

**630.425 Discount for Reduced Forwarding Rates.** Eligible mail that is sent via First-Class Mail is subject to the otherwise applicable First-Class Mail postage in Rate Schedule 221, less the discounts shown in Rate Schedule 630C for reduced forwarding rates for letter-rated First-Class Mail mailpieces.

**630.426 Discount Formula for Reduced Return Rates.** The Postal Service will use the following formula to calculate the rate discounts Bank of America will receive pursuant to Rate Schedule 630C:

- a. The Postal Service will identify the number of undeliverable-as-addressed letter-rated First-Class Mail mailpieces of Bank of America mail that have been forwarded by the Postal Service, as determined through OneCode ACS, for the applicable quarter.
- b. The Postal Service will divide the number identified in section 630.426(a) above by the total number of letter-rated First-Class Mail mailpieces of Bank of America mail for the applicable quarter.
- c. The percentage obtained in section 630.426(b) will be subtracted from the baseline forwarding rate set forth in the Agreement, and the difference divided by that baseline forwarding rate. The result, expressed as a percentage, will serve as the incremental improvement percentage used to determine the applicable rate incentive in Rate Schedule 630C.

**630.43 Standard Mail Discounts**

**630.431 Discounts for Improved Mail Processing.** Eligible mail that is sent via Standard Mail is subject to the otherwise applicable Standard Mail postage in Rate Schedules 321B or 322, less the discounts shown in Rate Schedule 630D for improved mail processing performance for letter-rated Standard Mail mailpieces.

**630.432 Discount Formula for Improved Mail Processing.** The Postal Service will use the following formula to calculate the rate discounts Bank of America will receive pursuant to Rate Schedule 630D:

- a. The Postal Service will determine the total number of letter-rated Standard Mail mailpieces of Bank of America mail that are read and

accepted during their first pass through Postal Service mail sorting equipment during an applicable quarter.

- b. The Postal Service will divide the number identified in section 630.432(a) by the total number of letter-rated Standard Mail mailpieces of Bank of America mail that receive a first pass through Postal Service mail sorting equipment during the same quarter.
- c. The Postal Service will subtract the baseline value set forth in the Agreement from the percentage obtained in section 630.432(b) to obtain the incremental improvement percentage within the meaning of the table in Rate Schedule 630D.

**630.433 Discounts for Reduced Undeliverable-As-Addressed Rates.** Eligible mail that is sent via Standard Mail is subject to the otherwise applicable Standard Mail postage in Rate Schedules 321B or 322, less the discounts shown in Rate Schedule 630E for reduced undeliverable-as-addressed rates for letter-rated Standard Mail mailpieces.

**630.434 Discount Formula for Reduced Undeliverable-As-Addressed Rates.** The Postal Service will use the following formula to calculate the rate discounts Bank of America will receive pursuant to Rate Schedule 630E:

- a. The Postal Service will identify the number of undeliverable-as-addressed letter-rated Standard Mail mailpieces of Bank of America mail that have been returned by the Postal Service, as determined through OneCode ACS, for the applicable quarter.
- b. The Postal Service will divide the number identified in section 630.434(a) above by the total number of letter-rated Standard Mail mailpieces of Bank of America mail for the applicable quarter.
- c. The percentage obtained in section 630.434(b) will be subtracted from the baseline undeliverable-as-addressed rate set forth in the Agreement, and the difference divided by that baseline undeliverable-as-addressed rate. The result, expressed as a percentage, will serve as the incremental improvement percentage used to determine the applicable rate incentive in Rate Schedule 630E.

## **630.5 Rounding Convention**

For the purposes of the Agreement, the following rounding convention will apply:



- a. Numbers expressed as percentages will be rounded to the nearest tenth of a percent, and
- b. Numbers expressed in dollars and cents will be rounded to the nearest thousandth of a cent.

**630.6 Rates and Fees**

The rates applicable to this Agreement are set forth in the following Rate Schedules:

630A  
630B  
630C  
630D  
630E

**630.7 Expiration**

The provisions of section 630 expire on April 1, 2011 at 12:01 a.m. (Eastern).

**630.8 Precedence**

To the extent any provision of section 630 is inconsistent with any other provision of the Domestic Mail Classification Schedule, the former shall control.

**SPECIAL SERVICES  
CLASSIFICATION SCHEDULE**

**910 ADDRESSING**

**911 ADDRESS CORRECTION SERVICE**

**911.1 Definition**

**911.11** Address Correction Service provides a mailer both an addressee's former and current address, if the correct address is known to the Postal Service. If the correct address is not known to the Postal Service, Address Correction Service provides the reason why the Postal Service could not deliver the mailpiece as addressed.

**911.2 Availability**

**911.21** Address Correction service is available to mailers of postage prepaid mail of all classes, except for mail addressed for delivery by military personnel at any military installation and Regular and Nonprofit Presort category mail entered as Customized Market Mail under sections 321.22 and 323.22. Address Correction Service is mandatory for Periodicals class mail.

**911.22** Automated or Electronic Address Correction Service is available to mailers who can receive computerized address corrections and meet the barcoding and other requirements specified by the Postal Service. Automated Address Correction Service is limited to mailers who meet address hygiene requirements, as specified by the Postal Service.

**911.3 Mailer Requirements**

**911.31** Mail, other than Periodicals class mail, sent under this section must bear a request for Address Correction service.

**911.4 Other Services**

**911.41** Address Correction Service serves as a prerequisite for Shipper Paid Forwarding, and for Standard Mail Forwarding Service for mailpieces defined in Section 353a.

**911.5 Fees**

**911.51** The fees for Address Correction Service are set forth in Fee Schedule 911. These fees do not apply when the correction is provided incidental to the return of the mail piece to the sender. The “Automated” fees are available to customers meeting address hygiene requirements, as specified by the Postal Service.

**912 MAILING LIST SERVICES**

**912.1 Definition**

**912.11** Mailing List services enable an eligible mailer to obtain the following services:

- a. Correction of Mailing Lists;
- b. Change-of-Address Information for Election Boards and Registration Commissions;
- c. ZIP Coding of Mailing Lists; and
- d. Sequencing of Address Cards.

**912.2 Description of Services**

- a. Correction of Mailing Lists. This service provides current information concerning name and address mailing lists or correct information concerning occupant mailing lists. New names will not be added to a name and address mailing list, and street address numbers will not be added or changed for an occupant mailing list.
  - (1) The Postal Service provides the following corrections to name and address lists:
    - i. deletion of names to which mail cannot be delivered or forwarded;
    - ii. correction of incorrect house, rural, or post office box numbers; and

- iii. furnishing of new addresses, including Zip Codes, when permanent forwarding orders are on file for customers who have moved.

This service does not include the addition of new names.

(2) The Postal Service provides the following corrections to occupant lists:

- i. deletion of numbers representing incorrect or non-existent street addresses;
  - ii. identification of business addresses and rural route addresses, to the extent known; and
  - iii. grouping of corrected cards or sheets by route.
- b. Change-of-Address Information for Election Boards and Registration Commissions. This service provides election boards and voter registration commissions with the current address of a resident addressee, if known to the Postal Service.
  - c. ZIP Coding of Mailing Lists. This service provides sortation of addresses to the finest possible ZIP Code level.
  - d. Sequencing of Address Cards. This service provides for the removal of incorrect addresses, notation of missing addresses and addition of missing addresses.

### **912.3 Requirements of Customer**

**912.31** Correction of Mailing List service is available only to the following owners of name and address or occupant mailing lists:

- a. Members of Congress
- b. Federal agencies
- c. State government departments
- d. Municipalities
- e. Religious organizations

- f. Fraternal organizations
- g. Recognized charitable organizations
- h. Concerns or persons who solicit business by mail

**912.32** A customer desiring correction of a mailing list or arrangement of address cards in sequence of carrier delivery must submit the list or cards as specified by the Postal Service.

**912.33** Gummed labels, wrappers, envelopes, Stamped Cards, or postcards indicative of one-time use will not be accepted as mailing lists.

**912.4 Fees**

**912.41** The fees for Mailing List services are set forth in Fee Schedule 912.

**913 CHANGE OF ADDRESS SERVICE**

**913.1** Definition

**913.11** Change of Address Service is available to customers who want their mail permanently or temporarily forwarded to a future or current address from a former address.

**913.2** Fees

**913.21** The fee for Change of Address Service is set forth in Fee Schedule 1000.

**920 DELIVERY ALTERNATIVES**

**921 POST OFFICE BOX AND CALLER SERVICE**

**921.1 Post Office Box Service**

**921.11 Definition**

**921.111** Post Office Box service provides the customer with a private, locked receptacle for the receipt of mail during the hours specified by the Postal Service.

**921.12 Limitations**

**921.121** The Postal Service may limit the number of post office boxes occupied by any one customer.

**921.122** Post Office Box service is not available to a customer whose sole purpose for using this service is to obtain free forwarding or transfer of mail by filing change-of-address orders.

**921.13 Fees**

**921.131** Fees for Post Office Box service are set forth in Fee Schedule 921.

**921.132** In postal facilities primarily serving academic institutions or the students of such institutions, fees for post office boxes are:

<b>Period of box use</b>	<b>Fee</b>
95 days or less	½ semiannual fee
96 to 140 days	¾ semiannual fee
141 to 190 days	Full semiannual fee
191 to 230 days	1¼ semiannual fee
231 to 270 days	1½ semiannual fee
271 days to full year	Twice semiannual fee

**921.133** No refunds will be made for post office box fees paid under section 921.132.

**921.134** Two box keys are available upon payment of a refundable deposit, as specified by the Postal Service. Additional keys, including replacement keys, will be provided, as specified by the Postal Service, only upon payment of the key fee set forth in Fee Schedule 921. Changing the lock on a box is available upon request of the primary box customer and payment of the lock replacement fee set forth in Fee Schedule 921.

**921.2 Caller Service**

**921.21 Definition**

**921.211** Caller service provides a means for receiving mail, and enables an eligible customer to have properly addressed mail delivered through a call window or loading dock.

**921.22 Availability**

**921.221** Caller service is provided to customers at the discretion of the Postal Service, based on mail volume received and capacity and utilization of post office boxes at any one facility.

**921.222** Caller service is not available to a customer whose sole purpose for using this service is to obtain free forwarding or transfer of mail by filing change-of-address orders.

**921.23 Fees**

**921.231** Fees for Caller service are set forth in Fee Schedule 921.

**930 PAYMENT ALTERNATIVES****931 BUSINESS REPLY MAIL****931.1 Definitions**

**931.11** Business Reply Mail service enables a Business Reply Mail permit holder, or the permit holder's authorized representative, to distribute Business Reply Mail cards, envelopes, cartons and labels, which can then be used by mailers for sending First-Class Mail without prepayment of postage to an address chosen by the distributor. The permit holder guarantees payment on delivery of postage and fees for the Business Reply Mail pieces that are returned to the addressee, including any pieces that the addressee refuses.

**931.2 Mailer Requirements**

**931.21** Business reply cards, envelopes, cartons and labels must meet the addressing and preparation requirements specified by the Postal Service. Qualified Business Reply Mail must in addition meet the requirements presented in sections 221.24 or 222.34 for the First-Class Mail Qualified Business Reply Mail rate categories.

**931.22** To qualify for the advance deposit account per-piece fees, the customer must maintain sufficient money in an advance deposit account to cover postage and fees due for returned Business Reply Mail.

**931.23** To qualify for the nonletter-size weight-averaging per-piece and monthly fees set forth in Fee Schedule 931, the permit holder must be authorized for weight averaging, and receive Business Reply Mail pieces that meet the

addressing and other preparation requirements specified by the Postal Service, but do not meet the machinability requirements specified by the Postal Service for mechanized or automation letter sortation.

**931.3 Other Services**

**931.31 *Reserved***

**931.4 Fees**

**931.41** The fees for Business Reply Mail are set forth in Fee Schedule 931.

**931.42** To qualify for any service level except regular (no account maintenance fee) Business Reply Mail, the annual account maintenance fee set forth in Fee Schedule 1000 must be paid each year for each business reply advance deposit account at each facility where the mail is to be received.

**931.43** The nonletter-size weight averaging monthly fee set forth in Fee Schedule 931 must be paid each month during any part of which the permit holder is authorized to use the weight averaging fees.

**931.5 Authorizations and Permits**

**931.51** In order to distribute business reply cards, envelopes, cartons or labels, the distributor must obtain a permit or permits from the Postal Service and pay the appropriate fee as set forth in Fee Schedule 1000.

**931.52** Except as provided in section 931.53, the permit to distribute business reply cards, envelopes, cartons, or labels must be obtained at each office from which the mail is offered for delivery.

**931.53** If the Business Reply Mail is to be distributed from a central office to be returned to branches or dealers in other cities, one permit obtained from the post office where the central office is located may be used to cover all Business Reply Mail.

**931.54** The permit to distribute Business Reply Mail may be canceled for failure to pay business reply postage and fees when due, and for distributing business reply cards or envelopes that do not conform to prescribed form, style or size.

**931.55** Authorization to pay nonletter-size weight-averaging Business Reply Mail fees as set forth in Fee Schedule 931 may be canceled for failure of a



Business Reply Mail advance deposit trust account holder to meet the standards specified by the Postal Service for the weight averaging accounting method.

**932 MERCHANDISE RETURN SERVICE**

**932.1 Definition**

**932.11** Merchandise Return service enables a Merchandise Return service permit holder to authorize a mailer to send parcels with the postage and fees paid by the permit holder.

**932.2 Availability**

**932.21** Merchandise Return service is available to all Merchandise Return service permit holders who guarantee payment of postage and fees for all authorized parcels.

**932.22** Merchandise Return service is available for the sending of any parcel under the following classification schedules:

- a. First-Class Mail; and
- b. Package Services, except Parcel Post subclass mail entered under section 521.27 or 521.28.

**932.3 Mailer Requirements**

**932.31** Merchandise return labels must be prepared as specified by the Postal Service, and be made available to the permit holder’s customers.

**932.4 Other Services**

**932.41** The following services may be purchased in conjunction with Merchandise Return Service:

<b>Service</b>	<b>Fee Schedule</b>
a. Certificate of Mailing	947
b. Insurance	943
c. Registered Mail	942
d. Special Handling	952

**932.5 Fees**

**932.51** The permit holder must pay the account maintenance fee specified in Fee Schedule 1000 once each 12-month period for each advance deposit account.

**932.6 Authorizations and Licenses**

**932.61** A permit fee as set forth in Schedule 1000 must be paid once each 12-month period by shippers utilizing Merchandise Return service.

**932.62** The merchandise return permit may be canceled for failure to maintain sufficient funds in a trust account to cover postage and fees on returned parcels or for distributing merchandise return labels that do not conform to Postal Service specifications.

**933** *Reserved*

**934** *Reserved*

**935 BULK PARCEL RETURN SERVICE**

**935.1 Definition**

**935.11** Bulk Parcel Return Service provides a method whereby high-volume parcel mailers may have machinable Standard Mail parcels returned to designated postal facilities for pickup by the mailer at a predetermined frequency specified by the Postal Service or delivered by the Postal Service in bulk in a manner and frequency specified by the Postal Service. Such parcels are being returned because they:

- a. are undeliverable-as-addressed;
- b. have been opened, resealed, and redeposited into the mail for return to the mailer using the return label described in section 935.36 below; or
- c. are found in the mailstream, having been opened, resealed, and redeposited by the recipient for return to the mailer, and it is impracticable or inefficient for the Postal Service to return the mailpiece to the recipient for payment of return postage.

**935.2 Availability**

**935.21** Bulk Parcel Return Service is available only for the return of machinable parcels, as defined by the Postal Service, initially mailed under the following Standard Mail subclasses: Regular and Nonprofit.

**935.3 Mailer Requirements**

**935.31** Mailers must receive authorization from the Postal Service to use Bulk Parcel Return Service.

**935.32** To claim eligibility for Bulk Parcel Return Service at each facility through which the mailer requests Bulk Parcel Return Service, the mailer must demonstrate receipt of 10,000 returned machinable parcels at a given delivery point in the previous postal fiscal year or must demonstrate a high likelihood of receiving 10,000 returned parcels in the postal fiscal year for which the service is requested.

**935.33** Payment for Bulk Parcel Return Service is made through advance deposit account, or as otherwise specified by the Postal Service.

**935.34** Mail for which Bulk Parcel Return Service is requested must bear endorsements specified by the Postal Service.

**935.35** Bulk Parcel Return Service mailers must meet the documentation and audit requirements of the Postal Service.

**935.36** Mailers of parcels endorsed for Bulk Parcel Return Service may furnish the recipient a return label, prepared at the mailer's expense to specifications set forth by the Postal Service, to authorize return of opened, machinable parcels at the expense of the original mailer. There is no additional fee for use of the label.

**935.4 Other Services**

**935.41** The following services may be purchased in conjunction with Bulk Parcel Return Service:

<b>Service</b>	<b>Fee Schedule</b>
a. Address Correction Service	911
b. Certificate of Mailing	947
c. Shipper-Paid Forwarding	936

**935.5 Fees**

**935.51** The per return fee for Bulk Parcel Return Service is set forth in Fee Schedule 935.

**935.52** The permit holder must pay the account maintenance fee specified in Fee Schedule 1000 once each 12-month period for each advance deposit account.

**935.6 Authorizations and Licenses**

**935.61** A permit fee as set forth in Schedule 1000 must be paid once each 12-month period by mailers utilizing Bulk Parcel Return Service.

**935.62** The Bulk Parcel Return Service permit may be canceled for failure to maintain sufficient funds in an advance deposit account to cover postage and fees on returned parcels or for failure to meet the specifications of the Postal Service, including distribution of return labels that do not conform to Postal Service specifications.

**936 SHIPPER-PAID FORWARDING**

**936.1 Definition**

**936.11** Shipper-Paid Forwarding enables mailers to have undeliverable-as-addressed machinable Standard Mail parcels forwarded at applicable First-Class Mail rates for up to one year from the date that the addressee filed a change-of-address order. If Shipper-Paid Forwarding is elected for a parcel that is returned, the mailer will pay the applicable First-Class Mail rate, or the Bulk Parcel Return Service fee, if that service was elected.

**936.2 Availability**

**936.21** Shipper-Paid Forwarding is available only for the forwarding of machinable parcels, as defined by the Postal Service, initially mailed under the following Standard Mail subclasses: Regular and Nonprofit.

**936.22** Shipper-Paid Forwarding is available only if automated Address Correction Service, as described in section 911, is used.

**936.3 Mailer Requirements**

**936.31** Mail for which Shipper-Paid Forwarding is purchased must meet the preparation requirements of the Postal Service.

**936.32** Payment for Shipper-Paid Forwarding is made through advance deposit account, or as otherwise specified by the Postal Service.

**936.33** Mail for which Shipper-Paid Forwarding is requested must bear endorsements specified by the Postal Service.

**936.4 Other Services**

**936.41** The following services may be purchased in conjunction with Shipper-Paid Forwarding:

<b>Service</b>	<b>Fee Schedule</b>
a. Certificate of Mailing	947
b. Bulk Parcel Return Service	935

**936.5 Applicable Rates and Fees**

**936.51** Except as provided in section 935, single-piece rates under the Letters and Sealed Parcels subclass or the Priority Mail subclass of First-Class Mail, as set forth in Rate Schedules 221, and 223, apply to pieces forwarded or returned under this section.

**936.52** The account maintenance fee specified in Fee Schedule 1000 must be paid once each 12-month period for each advance deposit account.

**937 PREMIUM FORWARDING SERVICES**

**937.1 Definition**

**937.11** Premium Forwarding Service provides residential delivery customers, and certain post office box customers, the option to receive substantially all mail addressed to a primary address instead at a temporary address by means of a weekly Priority Mail shipment. Parcels that are too large for the weekly shipment, mail pieces that require a scan upon delivery or arrive postage due at the office serving the customer's primary address, and certain Priority Mail pieces may be re-routed as specified by the Postal Service. Re-routed Express Mail, First-Class Mail, and Priority Mail pieces incur no additional reshipping charges. Re-routed Standard Mail and Package Service pieces

may be re-routed postage due as specified by the Postal Service. Mail sent to a primary address for which an addressee has activated Premium Forwarding Service is not treated as undeliverable-as-addressed.

**937.2 Availability**

**937.21** Premium Forwarding Service is available for a period of at least two weeks and not more than twelve months, as specified by the Postal Service. Customers may not use Premium Forwarding Service simultaneously with temporary or permanent forwarding orders. Premium Forwarding Service is not available to customers whose primary address consists of a size three, four or five post office box, subject to exceptions allowed by the Postal Service, or a centralized delivery point.

**937.3 Customer Requirements**

A customer must complete and submit a Premium Forwarding Service application together with all postage and fees for the full duration of service, as specified by the Postal Service.

**937.4 Other Services**

**937.41** Premium Forwarding Service may not be combined with any ancillary or special services beyond those purchased by the original mailer.

**937.5 Rates and Fees**

**937.51** Fees for Premium Forwarding Service are specified in Fee Schedule 937.

**940 ACCOUNTABILITY AND RECEIPTS**

**941 CERTIFIED MAIL**

**941.1 Definition**

**941.11** Certified Mail service provides a mailer with evidence of mailing and, upon request, electronic confirmation that an article was delivered or that a delivery attempt was made, and guarantees retention of a record of delivery by the Postal Service for a period specified by the Postal Service.

**941.2 Availability**

**941.21** Certified Mail service is available for matter mailed as First-Class Mail.

**941.3 Included Services**

**941.31** If requested by the mailer, the Postal Service will indicate the time of acceptance on the mailing receipt. A mailer may obtain a copy of the mailing receipt on terms specified by the Postal Service.

**941.32** If the initial attempt to deliver the mail is not successful, a notice of attempted delivery is left at the mailing address, and the date and time of the attempted delivery is made available to the mailer.

**941.33** The date and time of delivery is made available to the mailer electronically.

**941.4 Mailer Requirements**

**941.41** Certified Mail must be deposited in a manner specified by the Postal Service.

**941.42** The mailer must mail the article at a post office, branch, or station, or give the article to a rural carrier, in order to obtain a mailing receipt.

**941.5 Other Services**

**941.51** The following services may be obtained in conjunction with mail sent under this section upon payment of the applicable fees:

<b>Service</b>	<b>Fee Schedule</b>
a. Restricted Delivery	946
b. Return Receipt	945

**941.6 Fees**

**941.61** The fee for Certified Mail service is set forth in Fee Schedule 941.

**942 REGISTERED MAIL**

**942.1 Definition**

**942.11** Registered Mail service provides added protection to mail sent under this section and indemnity in case of loss or damage. The amount of indemnity depends upon the actual value of the article at the time of mailing, up to a maximum of \$25,000, and is not available for articles of no value.

**942.2 Availability**

**942.21** Registered Mail service is available for prepaid First-Class Mail of any value, if the mail meets the minimum requirements for length and width specified by the Postal Service.

**942.22** Registered Mail service is not available for:

- a. All delivery points because of the high security required for Registered Mail; in addition, liability is limited in some geographic areas;
- b. Mail of any class sent in combination with First-Class Mail; and
- c. Two or more articles tied or fastened together, unless the envelopes are enclosed in the same envelope or container.

**942.3 Included Services**

**942.31** The following services are provided as part of Registered Mail service at no additional cost to the mailer:

- a. A mailing receipt;
- b. Electronic confirmation, upon request, that an article was delivered or that delivery attempt was made;
- c. A record of delivery, retained by the Postal Service for a specified period of time;
- d. A notice of attempted delivery, left at the mailing address if the initial delivery attempt is unsuccessful; and
- e. A notice of nondelivery, when Registered Mail is undeliverable-as-addressed and cannot be forwarded.

**942.32** Registered Mail is forwarded and returned without additional registry charge.

**942.4 Mailer Requirements**

**942.41** Registered Mail must be deposited in a manner specified by the Postal Service.



**942.42** Indemnity claims for Registered Mail must be filed within a period of time, specified by the Postal Service, from the date the article was mailed. A claim concerning complete loss of registered articles may be filled by the mailer only. A claim concerning damage to or partial loss of registered articles may be filed by either the mailer or addressee.

**942.5 Other Services**

**942.51** The following services may be obtained in conjunction with mail sent under this section upon payment of applicable fees:

<b>Service</b>	<b>Fee Schedule</b>
a. Collect on Delivery	944
b. Restricted Delivery	946
c. Return Receipt	945
d. Merchandise Return (shippers only)	932

**942.6 Fees**

**942.61** The fees for Registered Mail are set forth in Fee Schedule 942.

**942.62** There are no additional Registered Mail fees for forwarding and return of Registered Mail.

**943 INSURANCE**

**943.1 Express Mail Insurance**

**943.11 Definition**

**943.111** Express Mail Insurance provides the mailer with indemnity for loss of, rifling of, or damage to items sent by Express Mail.

**943.12 Availability**

**943.121** Express Mail Insurance is available only for Express Mail.

**943.13 Limitations and Mailer Requirements**

**943.131** Insurance coverage is provided, for no additional charge, up to \$100 per-piece for document reconstruction, up to \$5,000 per occurrence, regardless of the number of claimants. Insurance coverage for merchandise is also

provided, for no additional charge, up to \$100 per-piece. Additional merchandise insurance coverage may be purchased for a fee. The maximum liability for merchandise is \$5,000 per-piece. For negotiable items, currency, or bullion, the maximum liability is \$15.

**943.132** Indemnity claims for Express Mail must be filed within a specified period of time from the date the article was mailed.

**943.133** Indemnity will be paid under terms and conditions specified by the Postal Service.

**943.134** Among other limitations specified by the Postal Service, indemnity will not be paid by the Postal Service for loss, damage or rifling:

- a. Of nonmailable matter;
- b. Due to improper packaging;
- c. Due to seizure by any agency of government; or
- d. Due to war, insurrection or civil disturbances.

**943.14 Other Services**

**943.141 *Reserved***

**943.15 Fees**

**943.151** The fees for Express Mail Insurance service are set forth in Fee Schedule 943.

**943.2 General Insurance**

**943.21 Definition**

**943.211** General Insurance provides the mailer with indemnity for loss of, rifling of, or damage to mailed items. General Insurance provides a bulk option for mail meeting the conditions described below and specified further by the Postal Service.

**943.22 Availability**

**943.221** General Insurance is available for mail sent under the following classification schedules:

- a. First-Class Mail, if containing matter that may be mailed as Standard Mail or Package Services;
- b. Package Services, except Parcel Post subclass mail entered under section 521.27 or 521.28; and
- c. Regular and Nonprofit subclasses of Standard Mail, for Bulk Insurance only, for mail paying parcel rates.

**943.222** General Insurance is not available for matter offered for sale, addressed to prospective purchasers who have not ordered or authorized their sending. If such matter is received in the mail, payment will not be made for loss, rifling, or damage.

**943.223** The Bulk Insurance option of General Insurance service is available for mail entered in bulk at designated facilities and in a manner specified by the Postal Service, including the use of electronic manifesting.

**943.23 Included Services**

**943.231** For General Insurance, the mailer is issued a receipt for each item mailed. For items insured for more than \$200, a record of delivery is retained by the Postal Service for a specified period.

**943.232** For items insured for more than \$200, a notice of attempted delivery is left at the mailing address when the first attempt at delivery is unsuccessful.

**943.233** Mail undeliverable as addressed will be returned to the sender as specified by the sender or by the Postal Service.

**943.24 Limitations and Mailer Requirements**

**943.241** Mail insured under section 943.2 must be deposited as specified by the Postal Service.

**943.242** Bulk Insurance must bear endorsements and identifiers specified by the Postal Service. Bulk Insurance mailers must meet the documentation requirements of the Postal Service.

**943.243** By insuring an item, the mailer guarantees forwarding and return postage.

**943.244** General Insurance, other than Bulk Insurance, provides indemnity for the actual value of the article at the time of mailing. Bulk Insurance provides indemnity for the lesser of (1) the actual value of the article at the time of mailing, or (2) the wholesale cost of the contents to the sender.

**943.245** For General Insurance, other than Bulk Insurance, a claim for complete loss may be filed by the mailer only, and a claim for damage or for partial loss may be filed by either the mailer or addressee. For Bulk Insurance, all claims must be filed by the mailer.

**943.246** Indemnity claims must be filed within a specified period of time from the date the article was mailed.

**943.247** For negotiable items, currency, or bullion, the maximum liability is \$15.

**943.25 Other Services**

**943.251** The following services, if applicable to the subclass of mail, may be obtained in conjunction with mail sent under this section upon payment of the applicable fees:

<b>Service</b>	<b>Fee Schedule</b>
a. Parcel Airlift	951
b. Restricted Delivery (for items insured for more than \$200)	946
c. Return Receipt (for items insured for more than \$200)	945
d. Special Handling	952
e. Merchandise Return (shippers only)	932

**943.26 Fees**

**943.261** The fees for General Insurance are set forth in Fee Schedule 943.

**944 COLLECT ON DELIVERY**

**944.1 Definition**

**944.11** Collect on Delivery (COD) service allows a mailer to mail an article for which full or partial payment has not yet been received and have the price, the cost

of postage and fees, and anticipated or past due charges collected by the Postal Service from the addressee when the article is delivered.

**944.2 Availability**

**944.21** COD service is available for collection of \$1,000 or less upon the delivery of postage prepaid mail sent under the following classification schedules:

- a. Express Mail;
- b. First-Class Mail; and
- c. Package Services, except Parcel Post subclass mail entered under section 521.27 or 521.28.

**944.22** Service under this section is not available for:

- a. Collection agency purposes;
- b. Return of merchandise about which some dissatisfaction has arisen, unless the new addressee has consented in advance to such return;
- c. Sending only bills or statements of indebtedness, even though the sender may establish that the addressee has agreed to collection in this manner; however, when the legitimate COD shipment consists of merchandise or bill of lading, the balance due on a past or anticipated transaction may be included in the charges on a COD article, provided the addressee has consented in advance to such action;
- d. Parcels containing moving-picture films mailed by exhibitors to moving-picture manufacturers, distributors, or exchanges; and
- e. Goods that have not been ordered by the addressee.

**944.3 Included Services**

**944.31** COD service provides the mailer with insurance against loss, rifling and damage to the article as well as failure to receive the amount collected from the addressee. This provision insures only the receipt of the instrument issued to the mailer after payment of COD charges, and is not to be construed to make the Postal Service liable upon any such instrument other than a Postal Service money order.

- 944.32** A receipt is issued to the mailer for each piece of COD mail. Additional copies of the original mailing receipt may be obtained by the mailer.
- 944.33** Delivery of COD mail will be made in a manner specified by the Postal Service. If a delivery to the mailing address is not attempted or if a delivery attempt is unsuccessful, a notice of attempted delivery will be left at the mailing address.
- 944.34** The mailer may receive a notice of nondelivery if the piece mailed is endorsed appropriately and the appropriate fee as set forth in Fee Schedule 944 is paid.
- 944.35** The mailer may designate a new addressee or alter the COD charges by submitting the appropriate form and by paying the appropriate fee as set forth in Fee Schedule 944.
- 944.4** **Limitations and Mailer Requirements**
- 944.41** The mailer must identify COD mail as COD mail, as specified by the Postal Service.
- 944.42** COD mail must be deposited in a manner specified by the Postal Service.
- 944.43** A mailer of COD mail guarantees to pay any return postage, unless otherwise specified on the piece mailed.
- 944.44** For COD mail sent as Package Services mail, postage at the applicable rate will be charged to the addressee:
- a. When an addressee, entitled to delivery to the mailing address under Postal Service regulations, requests delivery of COD mail that was refused when first offered for delivery; and
  - b. For each delivery attempt, to an addressee entitled to delivery to the mailing address under Postal Service regulations, after the second such attempt.
- 944.45** A claim for complete loss may be filed by the mailer only. A claim for damage or for partial loss may be filed by either the mailer or addressee.
- 944.46** COD indemnity claims must be filed within a specified period of time from the date the article was mailed, and meet the requirements specified by the Postal Service.

**944.5 Other Services**

**944.51** The following services, if applicable to the subclass of mail, may be obtained in conjunction with mail sent under this section upon payment of the applicable fee:

<b>Service</b>	<b>Fee Schedule</b>
a. Registered Mail, if sent as First-Class	942
b. Restricted Delivery	946
c. Special Handling	952

**944.6 Fees**

**944.61** Fees for COD service are set forth in Fee Schedule 944.

**945 RETURN RECEIPT**

**945.1 Regular Return Receipt**

**945.11 Definition**

**945.111** Return Receipt service provides evidence to the mailer that an article has been received at the delivery address, including an original or copy of the recipient's signature. Mailers requesting Return Receipt service at the time of mailing will be provided, as appropriate, an original or copy of the signature of the recipient, the date delivered, and the address of delivery, if different from the address on the mailpiece. Mailers requesting Return Receipt service after mailing will be provided a copy of the recipient's signature, the date of delivery, and the name of the person who signed for the article.

**945.12 Availability**

**945.121** Return Receipt service is available for mail sent under the following sections or classification schedules:

<b>Service</b>	<b>Fee Schedule</b>
a. Certified Mail	941
b. COD Mail	944
c. Insurance (if insured for more than \$200)	943
d. Registered Mail	942
e. Express Mail	

**945.122** Return Receipt service is available at the time of mailing or, when purchased in conjunction with Certified Mail, COD, Insurance (if for more than \$200), Registered Mail, or Express Mail, after mailing.

**945.13 Included Services**

**945.131** If the mailer does not receive a return receipt within a specified period of time from the date of mailing, the mailer may request evidence of delivery from the delivery record, at no additional fee.

**945.14 Other Services**

**945.141** *Reserved*

**945.2 Return Receipt For Merchandise**

**945.21 Definition**

**945.211** Return Receipt for Merchandise service provides evidence to the mailer that an article has been received at the delivery address. A Return Receipt for Merchandise also supplies the recipient's actual delivery address if it is different from the address used by the sender. A Return Receipt for Merchandise may not be requested after mailing.

**945.22 Availability**

**945.221** Return Receipt for Merchandise is available for merchandise sent under the following sections or classification schedules:

- a. Priority Mail;
- b. Standard Mail pieces paying parcel rates, except Regular and Nonprofit Presort category mail entered as Customized Market Mail under sections 321.22 and 323.22; and
- c. Package Services, except Parcel Post subclass mail entered under section 521.27 or 521.28.

**945.23 Mailer Requirements**

**945.231** Return Receipt for Merchandise must be deposited in a manner specified by the Postal Service.



**945.232** Return Receipt for Merchandise mail may be addressed for delivery only in the United States and its territories and possessions, through Army/Air Force (APO) and Navy (FPO) post offices, or through the United Nations Post Office, New York.

**945.24 Other Services**

**945.241** *Reserved*

**945.3 Fees**

**945.31** The fees for Return Receipt service are set forth in Fee Schedule 945.

**946 RESTRICTED DELIVERY**

**946.1 Definition**

**946.11** Restricted Delivery service enables a mailer to direct the Postal Service to limit delivery to the addressee or to someone authorized by the addressee to receive such mail.

**946.2 Availability**

**946.21** This service is available for mail sent under the following sections:

<b>Service</b>	<b>Fee Schedule</b>
a. Certified Mail	941
b. COD Mail	944
c. Insurance (if insured for more than \$200)	943
d. Registered Mail	942

**946.22** Restricted Delivery is available to the mailer at the time of mailing or after mailing.

**946.23** Restricted Delivery service is available for delivery only to natural persons specified by name.

**946.3 Included Services**

**946.31** A record of delivery will be retained by the Postal Service for a period specified by the Postal Service.

Domestic Mail Classification Schedule

**946.4 Other Services**

**946.41 *Reserved***

**946.5 Fees**

**946.51** The fee for Restricted Delivery service is set forth in Fee Schedule 946.

**946.52** The fee (or communications charges) will not be refunded for failure to provide restricted delivery service when requested after mailing, due to prior delivery.

**947 CERTIFICATE OF MAILING**

**947.1 Definition**

**947.11** Certificate of Mailing service furnishes evidence that mail has been presented to the Postal Service for mailing.

**947.2 Availability**

**947.21** Certificate of Mailing service is available for matter sent using any class of mail, except Regular and Nonprofit Presort category mail entered as Customized Market Mail under sections 321.22 and 323.22.

**947.22** Service under this section for Parcel Post subclass mail entered under section 521.27 or 521.28 is restricted to the mailer that enters the returned parcel. The addressee may not purchase this service.

**947.3 Included Service**

**947.31** The mailer may obtain a copy of a Certificate of Mailing on terms specified by the Postal Service.

**947.4 Limitations**

**947.41** The service does not entail retention of a record of mailing by the Postal Service and does not provide evidence of delivery.

**947.5 Other Services**

**947.51** The following services, if applicable to the subclass of mail, may be obtained in conjunction with mail sent under this classification schedule upon payment of the applicable fees:

<b>Service</b>	<b>Fee Schedule</b>
a. Parcel Airlift	951
b. Special Handling	952

**947.6 Fees**

**947.61** The fees for Certificate of Mailing service are set forth in Fee Schedule 947.

**948 DELIVERY CONFIRMATION**

**948.1 Definition**

**948.11** Delivery Confirmation service provides, upon request, electronic confirmation to the mailer that an article was delivered or that a delivery attempt was made.

**948.2 Availability**

**948.21** Delivery Confirmation service is available for First-Class Letters and Sealed Parcels subclass mail that is parcel-shaped, as specified by the Postal Service; Priority Mail; Standard Mail, in the Regular and Nonprofit subclasses, that pays parcel or not flat-machinable (NFM) rates, except Regular and Nonprofit Presort category mail entered as Customized Market Mail under sections 321.22 and 323.22; and Package Services mail that is parcel-shaped, as specified by the Postal Service, except Parcel Post subclass mail entered under section 521.27 or 521.28.

**948.3 Mailer Requirements**

**948.31** Delivery Confirmation service may be requested only at the time of mailing.

**948.32** Mail for which Delivery Confirmation service is requested must meet preparation requirements specified by the Postal Service, and bear a Delivery Confirmation barcode specified by the Postal Service.

**948.33** Matter for which Delivery Confirmation service is requested must be deposited in a manner specified by the Postal Service.

**948.4 Other Services**

**948.41** *Reserved*

**948.5 Fees**

**948.51** The fees for Delivery Confirmation service are set forth in Fee Schedule 948.

**949 SIGNATURE CONFIRMATION**

**949.1 Definition**

**949.11** Signature Confirmation service provides, upon request, electronic confirmation to the mailer that an article was delivered or that a delivery attempt was made, and a copy of the signature of the recipient.

**949.2 Availability**

**949.21** Signature Confirmation is available for Letters and Sealed Parcels subclass mail that is parcel-shaped, as specified by the Postal Service; Priority Mail; and Package Services mail that is parcel-shaped, as specified by the Postal Service, except Parcel Post or Bound Printed Matter subclass mail entered under section 521.27, 521.28, or 522.27.

**949.3 Mailer Requirements**

**949.31** Signature Confirmation service may be requested only at the time of mailing.

**949.32** Mail for which Signature Confirmation service is requested must meet preparation requirements specified by the Postal Service, and bear a Delivery Confirmation barcode specified by the Postal Service.

**949.33** Matter for which Signature Confirmation is requested must be deposited in a manner specified by the Postal Service.

**949.4 Other Services**

**949.41** *Reserved*

**949.5 Fees**

**949.51** The fees for Signature Confirmation service are set forth in Fee Schedule 949.

**950 PARCEL HANDLING**

**951 PARCEL AIRLIFT (PAL)**

**951.1 Definition**

**951.11** Parcel Airlift service provides for air transportation of parcels on a space available basis to or from military post offices outside the contiguous 48 states.

**951.2 Availability**

**951.21** Parcel Airlift service is available for mail sent under the Package Services Classification Schedule, except Parcel Post subclass mail entered under section 521.27 or 521.28.

**951.3 Mailer Requirements**

**951.31** The minimum physical limitations established for the mail sent under the classification schedule for which postage is paid apply to Parcel Airlift mail. In no instance may the parcel exceed 30 pounds in weight, or 60 inches in length and girth combined.

**951.32** Mail sent under this section must be endorsed as specified by the Postal Service.

**951.33** Parcel Airlift mail must be deposited in a manner specified by the Postal Service.

**951.4 Forwarding and Return**

**951.41** Parcel Airlift mail sent for delivery outside the contiguous 48 states is forwarded as set forth in section 2030 of the General Definitions, Terms and Conditions. Parcel Airlift mail sent for delivery within the contiguous 48 states is forwarded or returned as set forth in section 353 as appropriate.

**951.5 Other Services**

**951.51** The following services, if applicable to the subclass of mail, may be obtained in conjunction with mail sent under this section upon payment of the applicable fees:

<b>Service</b>	<b>Fee Schedule</b>
a. Certificate of Mailing	947
b. Insurance	943
c. Restricted Delivery (if insured for more than \$200)	946
d. Return Receipt (if insured for more than \$200)	945
e. Special Handling	952

**951.6 Fees**

**951.61** The fees for Parcel Airlift service are set forth in Fee Schedule 951.

**952 SPECIAL HANDLING**

**952.1 Definition**

**952.11** Special Handling service provides preferential handling to the extent practicable during dispatch and transportation.

**952.2 Availability**

**952.21** Special Handling service is available for mail sent under the following classification schedules:

- a. First-Class Mail; and
- b. Package Services, except Parcel Post subclass mail entered under section 521.27 or 521.28.

**952.3 Mailer Requirements**

**952.31** Mail sent under this section must be identified as specified by the Postal Service.

**952.32** Mail sent under this section must be deposited in a manner specified by the Postal Service.

**952.33** Special Handling service is mandatory for matter that requires special attention in handling, transportation and delivery.

**952.4 Forwarding and Return**

**952.41** If undeliverable as addressed, Special Handling mail that is forwarded to the addressee is given special handling without requiring payment of an additional handling fee. However, additional postage at the applicable Standard Mail rate is collected on delivery.

**952.5 Other Services**

**952.51** The following services, if applicable to the subclass of mail, may be obtained in conjunction with mail sent under this section upon payment of the applicable fees:

<b>Service</b>	<b>Fee Schedule</b>
a. COD Mail	944
b. Insurance	943
c. Parcel Airlift	951
d. Merchandise Return (shippers only)	932

**952.6 Fees**

**952.61** The fees for Special Handling service are set forth in Fee Schedule 952.

**960 STAMPED PAPER**

**961 STAMPED ENVELOPES**

**961.1 Definition**

**961.11** Plain Stamped Envelopes and printed Stamped Envelopes are envelopes with postage thereon offered for sale by the Postal Service.

**961.2 Availability**

**961.21** Stamped Envelopes are available for:

- a. First-Class Mail within the first rate increment; and

- b. Standard Mail mailed at a minimum per-piece rate as specified by the Postal Service.

**961.22** Printed Stamped Envelopes may be obtained by special request.

**961.3 Fees**

**961.31** The fees for Stamped Envelopes are set forth in Fee Schedule 961.

**962 STAMPED CARDS**

**962.1 Definition**

**962.11** Stamped Cards are cards with postage imprinted or impressed on them, and supplied by the Postal Service for the transmission of messages. Double Stamped Cards consist of two attached cards, one of which may be detached by the receiver and returned by mail as a single Stamped Card.

**962.2 Availability**

**962.21** Stamped Cards are available for First-Class Mail.

**962.3 Fees**

**962.31** The fees for Stamped Cards are set forth in Fee Schedule 962.

**963 PREMIUM STAMPED STATIONERY**

**963.1 Definition**

Premium Stamped Stationery is decorated stationery with First-Class Mail postage imprinted or impressed on it, and offered for sale by the Postal Service.

**963.2 Fees**

A range of fees for Premium Stamped Stationery is set forth in Fee Schedule 963. Upon issuing a Premium Stamped Stationery product, the Postal Service shall specify a price that equals a fee within the range times the number of units plus the value of the postage imprinted. The Postal Service shall give notice of any subsequent change in that fee (and the effect on the total price) for a particular issuance and such change shall take effect upon such notice.



**964 PREMIUM STAMPED CARDS****964.1 Definition**

Premium Stamped Cards are cards with First-Class Mail imprinted or impressed on them, decorated on the reverse side, and offered for sale by the Postal Service.

**964.2 Fees**

A range of fees for Premium Stamped Cards is set forth in Fee Schedule 964. Upon issuing a Premium Stamped Card product, the Postal Service shall specify a price that equals a fee within the range times the number of cards plus the value of the postage imprinted. The Postal Service shall give notice of any subsequent change in that fee (and the effect on the total price) for a particular issuance and such change shall take effect upon such notice.

**970 POSTAL MONEY ORDERS****971 MONEY ORDER SERVICE****971.1 Definition**

**971.11** Money Order service provides the customer with an instrument for payment of a specified sum of money.

**971.2 Limitations**

**971.21** The maximum value for which a domestic postal money order may be purchased is \$1,000. Other restrictions on the number or dollar value of postal money order sales, or both, may be imposed by law or under regulations prescribed by the Postal Service.

**971.3 Included Services**

**971.31** A receipt of purchase is provided at no additional cost.

**971.32** The Postal Service will replace money orders that are spoiled or incorrectly prepared, regardless of who caused the error, without charge if replaced on the date originally issued.

**971.33** If a replacement money order is issued after the date of original issue because the original was spoiled or incorrectly prepared, the applicable money order fee may be collected from the customer.

**971.34** Inquiries or claims may be filed by the purchaser, payee, or endorsee.

**971.4 Other Services**

**971.41** *Reserved*

**971.5 Fees**

**971.51** The fees for Money Order service are set forth in Fee Schedule 971.

**990 MAILPIECE INFORMATION**

**991 CONFIRM**

**991.1 Definition**

**991.11** Confirm service permits subscribing customers to obtain information, electronically in near real time, regarding when and where mailpieces undergo barcode scans in mail processing operations. Scan information is not guaranteed for every piece of qualifying mail. Destination Confirm is for a subscriber's outgoing mail; Origin Confirm is for reply mail incoming to the subscriber.

**991.12** Mailers may purchase Confirm service by subscribing to one or more of the following service levels: Silver, Gold, or Platinum.

**991.121** **Silver Subscription.** The Silver subscription has a term of three months and includes the use of one identification (ID) code and up to 15 million scans. Subscribers may license the use of additional ID codes for a term of three months or until expiration of the subscription, whichever occurs first. Subscribers may license the use of additional scans in blocks of 2 million scans at any time prior to expiration of the subscription.

**991.122** **Gold Subscription.** The Gold subscription has a term of twelve months and includes the use of one ID code and up to 50 million scans. Subscribers may license the use of additional ID codes for a term of three months or until expiration of the subscription, whichever occurs first. Subscribers may license the use of additional scans in blocks of 6 million scans at any time prior to expiration of the subscription.

**991.123 Platinum Subscription.** The Platinum subscription has a term of twelve months and includes the use of three ID codes and unlimited scans. Subscribers may license the use of additional ID codes for a term of three months or until expiration of the subscription, whichever occurs first.

**991.2 Availability**

**991.21** Confirm service is available to subscribers authorized by the Postal Service under schedule 991 for automation compatible mail entered under the following classification schedules:

**Classification Schedule**

a. First-Class Mail, including Priority	210
b. Standard Mail	310
c. Periodicals	410
d. Package Services	510

**991.3 Mailer Requirements**

**991.31** Mailers may subscribe to Confirm after applying to, and being authorized by the Postal Service. Authorization requires that a customer demonstrate the capabilities of producing mailpieces with Confirm-compatible barcodes as specified by the Postal Service. Destination Confirm mailers may provide electronic notice of entering Confirm mail prior to or contemporaneous with mail entry.

**991.32** Qualifying mail must bear a barcode or other coding, as specified by the Postal Service.

**991.4 Other Services**

**991.41** Confirm neither precludes nor requires any other special services.

**991.5 Fees**

**991.51** The fees for Confirm are set forth in Fee Schedule 991.

**991.52** A Gold subscription may be upgraded to a Platinum subscription at any time prior to the expiration of the Gold subscription by paying the difference in the respective subscription fees. Upgrading does not extend the term of the underlying subscription.

## **GENERAL DEFINITIONS, TERMS AND CONDITIONS**

### **1000 GENERAL DEFINITIONS**

As used in this Domestic Mail Classification Schedule, the following terms have the meanings set forth below.

#### **1001 Advertising**

Advertising includes all material for the publication of which a valuable consideration is paid, accepted, or promised, that calls attention to something for the purpose of getting people to buy it, sell it, seek it, or support it. If an advertising rate is charged for the publication of reading matter or other material, such material shall be deemed to be advertising. Articles, items, and notices in the form of reading matter inserted in accordance with a custom or understanding that textual matter is to be inserted for the advertiser or his products in the publication in which a display advertisement appears are deemed to be advertising. If a publisher advertises his own services or publications, or any other business of the publisher, whether in the form of display advertising or editorial or reading matter, this is deemed to be advertising.

#### **1002 Aspect Ratio**

Aspect ratio is the ratio of width to length.

#### **1003 Bills and Statements of Account**

**1003.1** A bill is a request for payment of a definite sum of money claimed to be owing by the addressee either to the sender or to a third party. The mere assertion of an indebtedness in a definite sum combined with a demand for payment is sufficient to make the message a bill.

**1003.2** A statement of account is the assertion of the existence of a debt in a definite amount but which does not necessarily contain a request or a demand for payment. The amount may be immediately due or may become due after a certain time or upon demand or billing at a later date.

**1003.3** A bill or statement of account must present the particulars of an indebtedness with sufficient definiteness to inform the debtor of the amount he is required for acquittal of the debt. However, neither a bill nor a statement of account need state the precise amount if it contains sufficient

information to enable the debtor to determine the exact amount of the claim asserted.

**1003.4** A bill or statement of account is not the less a bill or statement of account merely because the amount claimed is not in fact owing or may not be legally collectible.

**1004 Girth**

Girth is the measurement around a piece of mail at its thickest part.

**1005 Invoice**

An invoice is a writing showing the nature, quantity, and cost or price of items shipped or sent to a purchaser or consignor.

**1006 Permit Imprints**

Permit imprints are printed indicia indicating postage has been paid by the sender under the permit number shown.

**1007 Preferred Rates**

Preferred rates are the reduced rates established pursuant to 39 U.S.C. 3626.

**1008 ZIP Code**

The ZIP Code is a numeric code that facilitates the sortation, routing, and delivery of mail.

**1009 Nonprofit Organizations and Associations**

Nonprofit organizations or associations are organizations or associations not organized for profit, none of the net income of which benefits any private stockholder or individual, and which meet the qualifications set forth below for each type of organization or association. The standard of primary purpose applies to each type of organization or association, except veterans' and fraternal. The standard of primary purpose requires that each type of organization or association be both organized and operated for the primary purpose. The following are the types of organizations or associations that may qualify as authorized nonprofit organizations or associations.

## Domestic Mail Classification Schedule

- a. Religious. A nonprofit organization whose primary purpose is one of the following:
  - i. To conduct religious worship;
  - ii. To support the religious activities of nonprofit organizations whose primary purpose is to conduct religious worship; or
  - iii. To perform instruction in, to disseminate information about, or otherwise to further the teaching of particular religious faiths or tenets.
- b. Educational. A nonprofit organization whose primary purpose is one of the following:
  - i. The instruction or training of the individual for the purpose of improving or developing his capabilities; or
  - ii. The instruction of the public on subjects beneficial to the community.

An organization may be educational even though it advocates a particular position or viewpoint so long as it presents a sufficiently full and fair exposition of the pertinent facts to permit an individual or the public to form an independent opinion or conclusion. On the other hand, an organization is not educational if its principal function is the mere presentation of unsupported opinion.

- c. Scientific. A nonprofit organization whose primary purpose is one of the following:
  - i. To conduct research in the applied, pure or natural sciences; or
  - ii. To disseminate systematized technical information dealing with applied, pure or natural sciences.
- d. Philanthropic. A nonprofit organization primarily organized and operated for purposes beneficial to the public. Philanthropic organizations include, but are not limited to, organizations that are organized for:
  - i. Relief of the poor and distressed or of the underprivileged;
  - ii. Advancement of religion;

- iii. Advancement of education or science;
- iv. Erection or maintenance of public buildings, monuments, or works;
- v. Lessening of the burdens of government;
- vi. Promotion of social welfare by organizations designed to accomplish any of the above purposes or:
  - (A) To lessen neighborhood tensions;
  - (B) To eliminate prejudice and discrimination;
  - (C) To defend human and civil rights secured by law; or
  - (D) To combat community deterioration and juvenile delinquency.
- e. Agricultural. A nonprofit organization whose primary purpose is the betterment of the conditions of those engaged in agriculture pursuits, the improvement of the grade of their products, and the development of a higher degree of efficiency in agriculture. The organization may advance agricultural interests through educational activities; the holding of agricultural fairs; the collection and dissemination of information concerning cultivation of the soil and its fruits or the harvesting of marine resources; the rearing, feeding, and management of livestock, poultry, and bees, or other activities relating to agricultural interests. The term agricultural nonprofit organization also includes any nonprofit organization whose primary purpose is the collection and dissemination of information or materials relating to agricultural pursuits.
- f. Labor. A nonprofit organization whose primary purpose is the betterment of the conditions of workers. Labor organizations include, but are not limited to, organizations in which employees or workmen participate, whose primary purpose is to deal with employers concerning grievances, labor disputes, wages, hours of employment and working conditions.
- g. Veterans'. A nonprofit organization of veterans of the armed services of the United States, or an auxiliary unit or society of, or a trust or foundation for, any such post or organization.
- h. Fraternal. A nonprofit organization that meets all the following criteria:

## Domestic Mail Classification Schedule

- i. Has as its primary purpose the fostering of brotherhood and mutual benefits among its members;
- ii. Is organized under a lodge or chapter system with a representative form of government;
- iii. Follows a ritualistic format; and
- iv. Is comprised of members who are elected to membership by vote of the members.

### **2000 DELIVERY OF MAIL**

#### **2010 Delivery Services**

The Postal Service provides the following modes of delivery:

- a. Caller service. The fees for caller service are set forth in Fee Schedule 921.
- b. Carrier delivery service.
- c. General delivery.
- d. Post office box service. The fees for post office box service are set forth in Fee Schedule 921.
- e. Parcel Select Return Service. The rates for Parcel Select Return Service are set forth in Rate Schedules 521.2F and 521.2G.

#### **2020 Conditions of Delivery**

**2021 General.** Except as provided in section 2022, 2030, and 3030, mail will be delivered as addressed unless the Postal Service is instructed otherwise by the addressee in writing.

**2022 Refusal of Delivery.** The addressee may control delivery of his mail. The addressee may refuse to accept a piece of mail that does not require a delivery receipt at the time it is offered for delivery or after delivery by returning it unopened to the Postal Service. For mail that requires a delivery receipt, the addressee or his representative may read and copy the name of the sender of registered, insured, certified, COD, return receipt, and Express Mail prior to accepting delivery. Upon signing the delivery receipt the piece



may not be returned to the Postal Service without the applicable postage and fees affixed.

- 2023**      **Receipt.** If a signed receipt is required, mail will be delivered to the addressee (or competent member of his family), to persons who customarily receive his mail or to one authorized in writing to receive the addressee's mail.
- 2024**      **Jointly Addressed Mail.** Mail addressed to several persons may be delivered to any one of them. When two or more persons make conflicting orders for delivery for the same mail, the mail shall be delivered as determined by the Postal Service.
- 2025**      **Commercial Mail Receiving Agents.** Mail may be delivered to a commercial mail receiving agency on behalf of another person. In consideration of delivery of mail to the commercial agent, the addressee and the agent are considered to agree that:
- a. No change-of-address order will be filed with the post office when the agency relationship is terminated; and
  - b. When remailed by the commercial agency, the mail is subject to payment of new postage.
- 2026**      **Mail Addressed to Organizations.** Mail addressed to governmental units, private organizations, corporations, unincorporated firms or partnerships, persons at institutions (including but not limited to hospitals and prisons), or persons in the military is delivered as addressed or to an authorized agent.
- 2027**      **Held Mail.** Mail will be held for a specified period of time at the office of delivery upon request of the addressee, unless the mail:
- a. Has contrary retention instructions;
  - b. Is perishable; or
  - c. Is registered, COD, insured, return receipt, certified, or Express Mail for which the normal retention period expires before the end of the specified holding period.

**2030 Forwarding and Return**

**2031 Forwarding.** Forwarding is the transfer of undeliverable-as-addressed mail to an address other than the one originally placed on the mailpiece. All post offices will honor change-of-address orders for a period of time specified by the Postal Service.

**2032 Return.** Return is the delivery of undeliverable-as-addressed mail to the sender. Parcel Select Return Service mail does not constitute returned mail within the meaning of this section.

**2033 Applicable Provisions.** The provisions of sections 150, 250, 350, 450, 550, 935 and 936 apply to forwarding and return.

**2034 Forwarding for Postal Service Adjustments.** When mail is forwarded due to Postal Service adjustments (such as, but not limited to, the discontinuance of the post office of original address, establishment of rural carrier service, conversion to city delivery service from rural, readjustment of delivery districts, or renumbering of houses and renaming of streets), it is forwarded without charge for a period of time specified by the Postal Service.

**3000 POSTAGE AND PREPARATION**

**3010 Packaging**

Mail must be packaged so that:

- a. The contents will be protected against deterioration or degradation;
- b. The contents will not be likely to damage other mail, Postal Service employees or property, or to become loose in transit;
- c. The package surface must be able to retain postage indicia and address markings; and
- d. It is marked by the mailer with a material that is neither readily water soluble nor easily rubbed off or smeared, and the marking will be sharp and clear.

**3020 Envelopes**

Paper used in the preparation of envelopes may not be of a brilliant color. Envelopes must be prepared with paper strong enough to withstand normal handling.

**3030 Payment of Postage and Fees**

**3031 Postage Payment.** Postage must be fully prepaid on all mail at the time of mailing, except as authorized by law or this Schedule. The Forever Stamp, described in section 3032, is intended for the prepayment of postage for the first ounce of First-Class Mail single-piece letter mail, and otherwise may be used for the prepayment of postage. Except as authorized by law or this Schedule, mail deposited without prepayment of sufficient postage shall be delivered to the addressee subject to payment of deficient postage, returned to the sender, or otherwise disposed of as specified by the Postal Service. Mail deposited without any postage affixed will be returned to the sender without any attempt at delivery.

**3032 Forever Stamp.** The Forever Stamp is sold at the prevailing rate for single-piece letters, first ounce, in Rate Schedule 221. The Forever Stamp is an adhesive stamp within the meaning of section 3040. Once purchased, the Forever Stamp may be used for postage equal to the prevailing rate, at the time of use, for single-piece letters, first ounce, in Rate Schedule 221.

**3040 Methods for Paying Postage and Fees**

Postage for all mail may be prepaid with postage meter indicia, adhesive stamps, permit imprint, or other payment methods specified by the Postal Service. Prior authorization for use of certain payment methods may be required, as specified by the Postal Service. A fee is charged for authorization to use a permit imprint, as set forth in Schedule 1000.

**3050 Parcel Select Return Service and Bound Printed Matter Return Service Postage**

Parcel Select Return Service mail that is entered under section 521.27 or 521.28 may be retrieved by the permit holder prior to payment of postage. With the exception of fees charged for Certificate of Mailing service, postage on mail in these categories will be determined and paid by the permit holder following receipt, in a manner and within a time specified by the Postal Service.

For Parcel Select Return Service mail that is entered under section 521.27 or 521.28, Certificate of Mailing service may be purchased and fees paid by the mailer entering the returned parcel.

**3060 Special Service Fees**

Fees for special services may be prepaid in any manner appropriate for the class of mail indicated or as otherwise specified by the Postal Service.

**3070 Marking of Unpaid Mail**

Matter authorized for mailing without prepayment of postage must bear markings identifying the class of mail service. Matter so marked will be billed at the applicable rate of postage set forth in this Schedule. Matter not so marked will be billed at the applicable First-Class rate of postage.

**3080 Refund of Postage**

When postage and special service fees have been paid on mail for which no service is rendered for the postage or fees paid, or collected in excess of the lawful rate, a refund may be made. There shall be no refund for registered, COD, general insurance, and Express Mail Insurance fees when the article is withdrawn by the mailer after acceptance. In cases involving returned articles improperly accepted because of excess size or weight, a refund may be made.

**3090 Calculation of Postage**

When a rate schedule contains per-piece and per-pound rates, the postage shall be the sum of the charges produced by those rates. When a rate schedule contains a minimum per-piece rate and a pound rate, the postage shall be the greater of the two. When the computation of postage yields a fraction of a cent in the charge, the next higher whole cent must be paid.

**4000 POSTAL ZONES**

**4010 Geographic Units of Area**

In the determination of postal zones, the earth is considered to be divided into units of area 30 minutes square, identical with a quarter of the area formed by the intersecting parallels of latitude and meridians of longitude. The distance between these units of area is the basis of the postal zones.

**4020 Measurement of Zone Distances**

The distance upon which zones are based shall be measured from the center of the unit of area containing the dispatching sectional center facility or multi-ZIP coded post office not serviced by a sectional center facility. A post office of mailing and a post office of delivery shall have the same zone relationship as their respective sectional center facilities or multi-ZIP coded post offices, but this shall not cause two post offices to be regarded as within the same local zone.

**4030 Definition of Zones**

**4031 Local Zone.** The local zone applies to mail mailed at any post office for delivery at that office; at any city letter carrier office or at any point within its delivery limits for delivery by carriers from that office; at any office from which a rural route starts for delivery on the same route; and on a rural route for delivery at the office from which the route starts or on any rural route starting from that office.

**4032 First Zone.** The first zone includes all territory within the quadrangle of entry in conjunction with every contiguous quadrangle, representing an area having a mean radial distance of approximately 50 miles from the center of a given unit of area. The first zone also applies to mail between two post offices in the same sectional center.

**4033 Second Zone.** The second zone includes all units of area outside the first zone lying in whole or in part within a radius of approximately 150 miles from the center of a given unit of area.

**4034 Third Zone.** The third zone includes all units of area outside the second zone lying in whole or in part within a radius of approximately 300 miles from the center of a given unit of area.

**4035 Fourth Zone.** The fourth zone includes all units of area outside the third zone lying in whole or in part within a radius approximately 600 miles from the center of a given unit of area.

**4036 Fifth Zone.** The fifth zone includes all units of area outside the fourth zone lying in whole or in part within a radius of approximately 1,000 miles from the center of a given unit of area.

**4037**      **Sixth Zone.** The sixth zone includes all units of area outside the fifth zone lying in whole or in part within a radius of approximately 1,400 miles from the center of a given unit of area.

**4038**      **Seventh Zone.** The seventh zone includes all units of area outside the sixth zone lying in whole or in part within a radius of approximately 1,800 miles from the center of a given unit of area.

**4039**      **Eighth Zone.** The eighth zone includes all units of area outside the seventh zone.

**4040**      **Zoned Rates**

Except as provided in section 4050, rates according to zone apply for zone-rated mail sent between Postal Service facilities including armed forces post offices, wherever located.

**4050**      **APO/FPO Mail**

**4051**      **General.** Except as provided in section 4052, the rates of postage for zone-rated mail transported between the United States, or the possessions or territories of the United States, on the one hand, and Army, Air Force and Fleet Post Offices on the other, or among the latter, shall be the applicable zone rates for mail between the place of mailing or delivery and the city of the postmaster serving the Army, Air Force or Fleet Post Office concerned.

**4052**      **Transit Mail.** The rates of postage for zone-rated mail that is mailed at or addressed to an Armed Forces post office and is transported directly to or from Armed Forces post offices at the expense of the Department of Defense, without transiting any of the 48 contiguous states (including the District of Columbia), shall be the applicable local zone rate; provided, however, that if the distance from the place of mailing to the embarkation point or the distance from the point of debarkation to the place of delivery is greater than the local zone for such mail, postage shall be assessed on the basis of the distance from the place of mailing to the embarkation point or the distance from the point of debarkation to the place of delivery of such mail, as the case may be. The word "transiting" does not include enroute transfers at coastal gateway cities which are necessary to transport military mail directly between military post offices.

**5000 PRIVACY OF MAIL**

**5010 First-Class and Express Mail**

Matter mailed as First-Class Mail or Express Mail shall be treated as mail which is sealed against postal inspection and shall not be opened except as authorized by law.

**5020 All Other Mail**

Matter not paid at First-Class Mail or Express Mail rates must be wrapped or secured in the manner specified by the Postal Service so that the contents may be examined. Mailing of sealed items as other than First-Class Mail or Express Mail is considered consent by the sender to the postal inspection of the contents.

**6000 MAILABLE MATTER**

**6010 General**

Mailable matter is any matter which:

- a. Is not mailed in contravention of 39 U.S.C. Chapter 30, or of 17 U.S.C. 109;
- b. While in the custody of the Postal Service is not likely to become damaged itself, to damage other pieces of mail, to cause injury to Postal Service employees or to damage Postal Service property; and
- c. Is not mailed contrary to any special conditions or limitations placed on transportation or movement of certain articles, when imposed under law by the U.S. Department of the Treasury; U.S. Department of Agriculture; U.S. Department of Commerce; U.S. Department of Health and Human Services, U.S. Department of Transportation; and any other Federal department or agency having legal jurisdiction.

**6020 Minimum Size Standards**

Except as provided in sections 321.22 and 323.22, the following minimum size standards apply to all mailable matter:

- a. all items must be at least 0.007 inch thick; and

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- b. all items, other than keys and identification devices, which are 0.25 inch thick or less must be
  - i. rectangular in shape;
  - ii. at least 3.5 inches in width; and
  - iii. at least 5 inches in length.

### **6030 Maximum Size and Weight Standards**

Where applicable, the maximum size and weight standards for each class or subclass of mail are set forth in sections 130, 230, 330, 430, 521.6, and 530. Additional limitations may be applicable to specific subclasses, and rate and discount categories as provided in the eligibility provisions for each subclass or category.



## RATE SCHEDULES

### EXPRESS MAIL

#### RATE SCHEDULES 121, 122 AND 123

Weight (lbs.)	Schedule 121	Schedule 122	Schedule 123	Schedule 123
	Same Day Airport Service	Custom Designed	Next Day & Second Day PO to PO	Next Day & Second Day PO to Addressee
0.5		\$14.15	\$13.85	\$16.25
1		17.40	17.10	19.50
2		19.30	19.00	21.40
3		22.40	22.10	24.50
4		25.50	25.20	27.60
5		28.60	28.30	30.70
6		31.70	31.40	33.80
7		34.80	34.50	36.90
8		37.90	37.60	40.00
9		41.00	40.70	43.10
10		43.15	42.85	45.25
11		45.30	45.00	47.40
12		47.45	47.15	49.55
13		49.60	49.30	51.70
14		51.75	51.45	53.85
15		53.90	53.60	56.00
16		56.05	55.75	58.15
17		58.20	57.90	60.30
18		60.35	60.05	62.45
19		62.50	62.20	64.60
20		64.65	64.35	66.75
21		66.80	66.50	68.90
22		68.95	68.65	71.05
23		71.10	70.80	73.20
24		73.25	72.95	75.35
25		75.40	75.10	77.50
26		77.55	77.25	79.65
27		79.70	79.40	81.80
28		81.85	81.55	83.95
29		84.00	83.70	86.10
30		86.15	85.85	88.25
31		88.30	88.00	90.40
32		90.45	90.15	92.55
33		92.60	92.30	94.70
34		94.75	94.45	96.85
35		96.90	96.60	99.00
36		99.05	98.75	101.15
37		101.20	100.90	103.30
38		103.35	103.05	105.45
39		105.50	105.20	107.60
40		107.65	107.35	109.75

Domestic Mail Classification Schedule

**RATE SCHEDULES 121, 122 AND 123 (continued)**

Weight (lbs.)	Schedule 121	Schedule 122	Schedule 123	Schedule 123
	Same Day Airport Service	Custom Designed	Next Day & Second Day PO to PO	Next Day & Second Day PO to Addressee
41		\$109.80	\$109.50	\$111.90
42		111.95	111.65	114.05
43		114.10	113.80	116.20
44		116.25	115.95	118.35
45		118.40	118.10	120.50
46		120.55	120.25	122.65
47		122.70	122.40	124.80
48		124.85	124.55	126.95
49		127.00	126.70	129.10
50		129.15	128.85	131.25
51		131.30	131.00	133.40
52		133.45	133.15	135.55
53		135.60	135.30	137.70
54		137.75	137.45	139.85
55		139.90	139.60	142.00
56		142.05	141.75	144.15
57		144.20	143.90	146.30
58		146.35	146.05	148.45
59		148.50	148.20	150.60
60		150.65	150.35	152.75
61		152.80	152.50	154.90
62		154.95	154.65	157.05
63		157.10	156.80	159.20
64		159.25	158.95	161.35
65		161.40	161.10	163.50
66		163.55	163.25	165.65
67		165.70	165.40	167.80
68		167.85	167.55	169.95
69		170.00	169.70	172.10
70		172.15	171.85	174.25

**SCHEDULES 121, 122 AND 123 NOTES**

1. The applicable 1/2-pound rate is charged for matter sent in a flat-rate envelope provided by the Postal Service.
2. Add \$14.25 for each Pickup On-Demand stop.
3. Add \$14.25 for each Custom Designed delivery stop.

**FIRST-CLASS MAIL  
RATE SCHEDULE 221**

**LETTERS AND SEALED PARCELS**

	<b>Rate</b>
<b>Single-piece</b>	
First ounce	
Letters	\$0.410
Flats	0.800
Parcels	1.130
Additional ounces	0.170
Nonmachinable surcharge	0.170
Qualified Business Reply Mail	0.380
 <b>Presorted</b>	
First ounce	
Letters	0.373
Flats	0.699
Additional ounces	0.170
Nonmachinable surcharge	0.170
 <b>Automation Letters</b>	
Mixed AADC	0.360
AADC	0.341
3-digit	0.334
5-digit	0.312
Additional ounces	0.125
 <b>Automation Flats</b>	
Mixed ADC	0.686
ADC	0.567
3-digit	0.484
5-digit	0.383
Additional ounces	0.170
 <b>Business Parcels</b>	
ADC	0.891
3-digit	0.837
5-digit	0.704
Additional ounces	0.170

**SCHEDULE 221 NOTES**

1. A mailing fee of \$175.00 must be paid once each year at each office of mailing by any person who mails at presorted or automation rates. Payment of the fee allows the mailer to mail at any First-Class Mail rate.
2. First-Class Mail rates apply through 13 ounces. Heavier pieces are subject to Priority Mail rates.
3. Add \$0.005 per piece for Presorted, Automation Letters and Automation Flats pieces bearing a Repositionable Note as defined in DMCS Sections 221.223, 221.326, and 221.336.
4. For nonmachinable, non-barcoded, or less than 2 ounce business parcels (ADC and 3-digit) add \$0.05 per piece.
5. The rate for single-piece, first ounce letters also applies to sales of the Forever Stamp at the time of purchase.

**FIRST-CLASS MAIL  
RATE SCHEDULE 222**

**CARDS**

	<b>Rate</b>
<b>Regular</b>	
Single-piece cards	\$0.260
Qualified Business Reply Mail	0.230
<b>Presorted</b>	0.241
<b>Automation</b>	
Mixed AADC	0.220
AADC	0.208
3-digit	0.204
5-digit	0.191

**SCHEDULE 222 NOTES**

1. A mailing fee of \$175.00 must be paid once each year at each office of mailing by any person who mails at presorted or automation rates. Payment of the fee allows the mailer to mail at any First-Class Mail rate.

Domestic Mail Classification Schedule

**FIRST-CLASS MAIL  
RATE SCHEDULE 223**

**PRIORITY MAIL**

Weight (lbs.)	Local, Zones	Zone 3	Zone 4	Zone 5	Zone 6	Zone 7	Zone 8
	1, 2						
1	\$4.60	\$4.60	\$4.60	\$4.60	\$4.60	\$4.60	\$4.60
2	4.60	4.90	5.30	6.20	6.55	7.00	7.50
3	5.05	5.70	6.40	8.25	9.10	9.65	10.55
4	5.70	6.65	7.70	10.20	11.10	12.20	13.45
5	6.30	7.55	8.90	11.90	12.90	14.35	15.85
6	6.85	8.25	10.00	12.95	13.10	14.75	16.05
7	7.35	8.85	11.00	13.95	14.35	16.40	18.30
8	7.75	9.60	11.95	14.90	15.60	18.00	20.55
9	8.15	10.25	12.50	15.90	16.85	19.60	22.85
10	8.50	10.75	13.10	16.95	18.25	21.30	25.05
11	8.80	11.20	13.65	17.95	19.75	22.90	26.35
12	9.15	11.70	14.20	18.95	21.30	24.10	27.50
13	9.50	12.20	14.75	20.00	22.85	25.05	28.45
14	9.80	12.70	15.35	20.90	24.10	26.50	29.85
15	10.15	13.20	15.90	21.55	24.65	26.75	30.50
16	10.35	13.45	16.20	22.00	25.20	27.35	31.25
17	10.50	13.70	16.50	22.55	25.85	28.05	32.10
18	10.70	13.90	16.80	23.00	26.35	28.60	32.85
19	11.10	14.15	17.10	23.55	27.00	29.30	33.70
20	11.60	14.35	17.40	23.95	27.50	29.85	34.40
21	12.00	14.55	17.70	24.35	27.95	30.40	35.10
22	12.50	14.80	17.95	24.90	28.60	31.10	35.95
23	12.90	15.00	18.45	25.30	29.10	31.65	36.60
24	13.35	15.20	19.00	25.85	29.70	32.35	37.50
25	13.85	15.40	19.65	26.25	30.15	32.85	38.15
26	14.25	15.60	20.25	26.80	30.80	33.55	39.35
27	14.70	15.80	20.85	27.20	31.25	34.05	40.80
28	15.15	16.00	21.40	27.55	31.70	34.55	42.30
29	15.60	16.20	22.05	27.90	32.10	35.00	43.70
30	16.10	16.40	22.65	28.30	32.55	35.50	45.15
31	16.50	16.55	23.25	28.65	32.95	35.95	46.65
32	16.95	16.95	23.85	29.00	33.40	36.80	48.10
33	17.40	17.40	24.40	29.35	33.80	37.85	49.50
34	17.85	17.85	25.05	30.00	34.80	38.90	50.95
35	18.30	18.30	25.65	30.65	35.75	39.95	52.40
36	18.75	18.75	26.25	31.30	36.70	41.05	53.85
37	19.20	19.20	26.95	31.90	37.65	42.10	55.30
38	19.65	19.65	27.50	32.55	38.70	43.10	56.75
39	20.05	20.05	28.25	33.20	39.65	44.20	58.25
40	20.45	20.45	28.90	33.85	40.55	45.20	59.65



**PRIORITY MAIL (continued)**

Weight (lbs.)	Local, Zones	Zone 3	Zone 4	Zone 5	Zone 6	Zone 7	Zone 8
	1, 2						
41	\$20.85	\$20.85	\$29.50	\$34.20	\$41.50	\$46.25	\$61.10
42	21.25	21.25	30.25	34.90	42.40	47.35	62.55
43	21.65	21.65	30.90	35.70	43.45	48.40	64.00
44	22.05	22.05	31.50	36.50	44.35	49.50	65.45
45	22.45	22.45	32.20	37.25	45.30	50.55	66.90
46	22.85	22.85	32.90	38.00	46.25	51.60	68.35
47	23.25	23.25	33.50	38.80	47.30	52.70	69.75
48	23.65	23.65	34.25	39.60	48.25	53.75	71.25
49	24.05	24.05	34.90	40.30	49.15	54.85	72.70
50	24.40	24.40	35.55	41.10	50.10	55.90	74.15
51	24.85	24.85	36.20	41.90	51.05	56.95	75.60
52	25.20	25.20	36.90	42.70	52.10	58.00	77.05
53	25.65	25.65	37.50	43.45	53.00	59.10	78.50
54	26.00	26.00	38.15	44.25	53.90	60.10	79.90
55	26.45	26.45	38.90	45.05	54.85	61.10	81.35
56	26.80	26.80	39.50	45.75	55.90	62.20	82.85
57	27.25	27.25	40.15	46.50	56.80	63.25	84.30
58	27.60	27.60	40.85	47.30	57.75	64.30	85.70
59	28.05	28.05	41.50	48.10	58.70	65.35	87.20
60	28.40	28.40	42.15	48.90	59.70	66.40	88.65
61	28.85	28.85	42.90	49.65	60.70	67.45	90.10
62	29.20	29.20	43.50	50.45	61.60	68.50	91.50
63	29.65	29.65	44.20	51.25	62.55	69.55	92.95
64	30.00	30.00	44.85	52.05	63.50	70.55	94.45
65	30.45	30.45	45.45	52.70	64.50	71.65	95.90
66	30.80	30.80	46.15	53.50	65.40	72.70	97.30
67	31.25	31.25	46.90	54.30	66.35	73.70	98.80
68	31.60	31.60	47.50	55.10	67.30	74.80	100.20
69	32.05	32.05	48.15	55.90	68.30	75.85	101.65
70	32.45	32.45	48.90	56.65	69.25	76.90	103.10

**SCHEDULE 223 NOTES**

1. The 1-pound rate is charged for matter sent in a flat-rate envelope provided by the Postal Service.
2. A rate of \$8.95 is charged for matter sent in a flat-rate box provided by the Postal Service.
3. Exception: In Zones 1 - 4 (including Local), parcels weighing less than 20 pounds but measuring more than 84 inches in combined length and girth (though not more than 108 inches) are charged the applicable rate for a 20-pound parcel (balloon rate).
4. Exception: In Zones 5 - 8, parcels exceeding one cubic foot are rated at the actual weight or the dimensional weight, whichever is greater.
5. Add \$14.25 for each Pickup On-Demand stop.

**STANDARD MAIL  
RATE SCHEDULE 321A**

**REGULAR  
NONAUTOMATION CATEGORIES**

	<b>Rate</b>
<b>Letter, minimum piece rate</b>	
Piece Rate	
Mixed ADC	\$0.255
AADC	0.246
Mixed ADC (Nonmachinable)	0.520
ADC (Nonmachinable)	0.440
3-digit (Nonmachinable)	0.411
5-digit (Nonmachinable)	0.328
Destination Entry Discounts	
BMC	0.033
SCF	0.042
<b>Flats, minimum piece rate</b>	
Piece Rate	
Mixed ADC	0.515
ADC	0.461
3-digit	0.427
5-digit	0.363
Destination Entry Discounts	
BMC	0.033
SCF	0.042
<b>Flats, piece and pound rate</b>	
Piece Rate	
Mixed ADC	0.365
ADC	0.311
3-digit	0.277
5-digit	0.213
Pound Rate	0.739
Destination Entry Discounts (off pound rate)	
BMC	0.159
SCF	0.203

**REGULAR**  
**NONAUTOMATION CATEGORIES** (continued)

**Parcels, minimum piece rate**

Piece Rate	
Mixed ADC (Nonmachinable Parcels)	\$1.129
ADC (Nonmachinable Parcels)	0.914
3-digit (Nonmachinable Parcels)	0.653
5-digit (Nonmachinable Parcels)	0.607
Destination Entry Discounts	
BMC	0.033
SCF	0.042
DDU	0.051

**Parcels, piece and pound rate**

Piece Rate	
Mixed BMC (Machinable Parcels)	0.909
BMC (Machinable Parcels)	0.716
5-digit (Machinable Parcels)	0.346
Mixed ADC (Nonmachinable Parcels)	0.979
ADC (Nonmachinable Parcels)	0.764
3-digit (Nonmachinable Parcels)	0.503
5-digit (Nonmachinable Parcels)	0.457
Pound Rate	0.739
Destination Entry Discounts (off pound rate)	
BMC	0.159
SCF	0.203
DDU	0.248

**NFM Pieces, minimum piece rate**

Piece Rate	
Mixed ADC/Mixed BMC	1.028
ADC/BMC	0.767
3-digit	0.506
5-digit	0.460
Destination Entry Discounts	
BMC	0.033
SCF	0.042
DDU	0.051

**REGULAR  
NONAUTOMATION CATEGORIES (continued)**

**NFM Pieces, piece and pound rate**

Piece Rate	
Mixed ADC/Mixed BMC	\$0.878
ADC/BMC	0.617
3-digit	0.356
5-digit	0.310
 Pound Rate	 0.739
 Destination Entry Discounts (off pound rate)	
BMC	0.159
SCF	0.203
DDU	0.248

## Domestic Mail Classification Schedule

### **SCHEDULE 321A NOTES**

1. A fee of \$175.00 must be paid each 12-month period for each bulk mailing permit.
2. For non-barcoded parcels and NFM pieces, add \$0.05 per piece. The surcharge does not apply to pieces sorted to 5-digit ZIP Codes.
3. For flats, parcels and NFMs, the mailer pays either the minimum piece rate or the pound rate, whichever is higher.
4. Letters forwarded as defined in DMCS section 353a are charged \$0.35 per piece. Flats forwarded as defined in DMCS section 353a are charged \$1.05 per piece. Mailpieces forwarded as defined in DMCS section 353b are charged the appropriate First-Class Mail Rate for the piece plus the rate multiplied by a weighted factor of 2.472.
5. Pieces entered as Customized Market Mail, as defined in DMCS section 321.5, pay \$0.460 per piece.
6. Add \$0.015 per piece for pieces bearing a Repositionable Note as defined in DMCS section 321.8.

**STANDARD MAIL  
RATE SCHEDULE 321B**

**REGULAR  
AUTOMATION CATEGORIES**

	<b>Rate</b>
<b>Letters, minimum piece-rate</b>	
Piece Rate	
Mixed AADC	\$ 0.252
AADC	0.238
3-digit	0.233
5-digit	0.218
Destination Entry Discounts	
BMC	0.033
SCF	0.042
<b>Flats, minimum piece rate</b>	
Piece Rate	
Mixed ADC	0.477
ADC	0.424
3-digit	0.392
5-digit	0.335
Destination Entry Discounts	
BMC	0.033
SCF	0.042
<b>Flats, piece and pound rate</b>	
Piece Rate	
Mixed ADC	0.328
ADC	0.275
3-digit	0.243
5-digit	0.186
Pound Rate	0.739
Destination Entry Discounts (off pound rate)	
BMC	0.159
SCF	0.203

## Domestic Mail Classification Schedule

### **SCHEDULE 321B NOTES**

1. A fee of \$175.00 must be paid once each 12-month period for each bulk mailing permit.
2. Letters that weigh more than 3.3 ounces but not more than 3.5 ounces pay the flats piece and pound rate but receive a discount off the piece rate equal to the applicable flats minimum piece rate minus the applicable letter minimum piece rate corresponding to the correct presort tier.
3. For flats, the mailer pays either the minimum piece rate or the pound rate, whichever is higher.
4. Add \$0.015 per piece for pieces bearing a Repositionable Note as defined in DMCS section 321.8.
5. Letters forwarded as defined in DMCS section 353a are charged \$0.35 per piece. Flats forwarded as defined in DMCS section 353a are charged \$1.05 per piece. Mailpieces forwarded as defined in DMCS section 353b are charged the appropriate First-Class Mail Rate for the piece plus the rate multiplied by a weighted factor of 2.472.



**STANDARD MAIL  
RATE SCHEDULE 322**

**ENHANCED CARRIER ROUTE**

	<b>Rate</b>
<b>Letters, minimum piece rate</b>	
Piece Rate	
Basic	\$ 0.226
High density	0.186
Saturation	0.177
Destination Entry Discounts	
BMC	0.033
SCF	0.042
<b>Flats, minimum piece rate</b>	
Piece Rate	
Basic	0.249
High density	0.205
Saturation	0.187
Destination Entry Discounts	
BMC	0.033
SCF	0.042
DDU	0.051
<b>Flats, piece and pound rate</b>	
Piece Rate	
Basic	0.121
High density	0.077
Saturation	0.059
Pound Rate	0.621
Destination Entry Discounts (off pound rate)	
BMC	0.159
SCF	0.203
DDU	0.248
<b>Parcels, minimum piece rate</b>	
Piece Rate	

Domestic Mail Classification Schedule

**ENHANCED CARRIER ROUTE** (continued)

Basic	\$0.499
High density	0.378
Saturation	0.369

Destination Entry Discounts

BMC	0.033
SCF	0.042
DDU	0.051

**Parcels, piece and pound rate**

Piece Rate

Basic	0.371
High density	0.250
Saturation	0.241

Pound Rate

0.621

Destination Entry Discounts (off pound rate)

BMC	0.159
SCF	0.203
DDU	0.248

### SCHEDULE 322 NOTES

1. A fee of \$175.00 must be paid each 12-month period for each bulk mailing permit.
2. Pieces that do not qualify for letter or flats rate categories are subject to parcels rates.
3. For flats and parcels, the mailer pays either the minimum piece rate or the pound rate, whichever is higher.
4. Pieces that otherwise meet the requirements for high density and saturation letter rates that weigh more than 3.3 ounces but not more than 3.5 ounces pay the flats piece and pound rate but receive a discount off the piece rate equal to the applicable flats minimum piece rate minus the applicable letter minimum piece rate corresponding to the correct density tier.
5. For letter-size pieces, not meeting the automation requirements specified by the Postal Service, the mailer pays the flats rate for the applicable density tier.
6. Add \$0.015 per piece for pieces bearing a Repositionable Note as defined in DMCS section 322.8.
7. Add \$0.015 per piece for flat-shaped and parcel-shaped pieces addressed using detached address labels (DALs).
8. Letters forwarded as defined in DMCS section 353a are charged \$0.35 per piece. Flats forwarded as defined in DMCS section 353a are charged \$1.05 per piece. Mailpieces forwarded as defined in DMCS section 353b are charged the appropriate First-Class Mail Rate for the piece plus the rate multiplied by a weighted factor of 2.472.

**STANDARD MAIL  
RATE SCHEDULE 323A**

**NONPROFIT  
REGULAR NONAUTOMATION CATEGORIES**

	<b>Rate</b>
<b>Letters, minimum piece rate</b>	
Piece Rate	
Mixed AADC	\$0.164
AADC	0.155
Mixed ADC (Nonmachinable)	0.429
ADC (Nonmachinable)	0.349
3-digit (Nonmachinable)	0.320
5-digit (Nonmachinable)	0.237
Destination Entry Discounts	
BMC	0.033
SCF	0.042
<b>Flats, minimum piece rate</b>	
Piece Rate	
Mixed ADC	0.389
ADC	0.335
3-digit	0.301
5-digit	0.237
Destination Entry Discounts	
BMC	0.033
SCF	0.042
<b>Flats, piece and pound rate</b>	
Piece Rate	
Mixed ADC	0.263
ADC	0.209
3-digit	0.175
5-digit	0.111
Pound Rate	0.622
Destination Entry Discounts (off pound rate)	
BMC	0.159
SCF	0.203

**NONPROFIT**  
**REGULAR NONAUTOMATION CATEGORIES** (continued)

**Parcels, minimum piece rate**

Piece Rate	
Mixed ADC (Nonmachinable Parcels)	\$1.003
ADC (Nonmachinable Parcels)	0.788
3-digit (Nonmachinable Parcels)	0.527
5-digit (Nonmachinable Parcels)	0.481
Destination Entry Discounts	
BMC	0.033
SCF	0.042
DDU	0.051

**Parcels, piece and pound rate**

Piece Rate	
Mixed BMC (Machinable Parcels)	0.807
BMC (Machinable Parcels)	0.614
5-digit (Machinable Parcels)	0.244
Mixed ADC (Nonmachinable Parcels)	0.877
ADC (Nonmachinable Parcels)	0.662
3-digit (Nonmachinable Parcels)	0.401
5-digit (Nonmachinable Parcels)	0.355
Pound Rate	0.622
Destination Entry Discount (off pound rate)	
BMC	0.159
SCF	0.203
DDU	0.248

**NFM Pieces, minimum piece rate**

Piece Rate	
Mixed ADC/Mixed BMC	0.902
ADC/BMC	0.641
3-digit	0.380
5-digit	0.334
Destination Entry Discounts	
BMC	0.033
SCF	0.042

Domestic Mail Classification Schedule

**NONPROFIT**  
**REGULAR NONAUTOMATION CATEGORIES** (continued)

DDU 0.051

**NFM Pieces, piece and pound rate**

Piece Rate

Mixed ADC/Mixed BMC \$0.776

ADC/BMC 0.515

3-digit 0.254

5-digit 0.208

Pound Rate 0.622

Destination Entry Discounts (off pound rate)

BMC 0.159

SCF 0.203

DDU 0.248

**SCHEDULE 323A NOTES**

1. A fee of \$175.00 must be paid each 12-month period for each bulk mailing permit.
2. For non-barcoded parcels and NFM pieces, add \$0.05 per piece. The surcharge does not apply to pieces sorted to 5-digit ZIP Codes.
3. For flats, parcels and NFMs, the mailer pays either the minimum piece rate or the pound rate, whichever is higher.
4. Letters forwarded as defined in DMCS section 353a are charged \$0.35 per piece. Flats forwarded as defined in DMCS section 353a are charged \$1.05 per piece. Mailpieces forwarded as defined in DMCS section 353b are charged the appropriate First-Class Mail Rate for the piece plus the rate multiplied by a weighted factor of 2.472.
5. Pieces entered as Customized Market Mail, as defined in DMCS section 321.5, pay \$0.334 per piece.
6. Add \$0.015 per piece for pieces bearing a Repositionable Note as defined in DMCS section 323.8.

**STANDARD MAIL  
RATE SCHEDULE 323B**

**NONPROFIT REGULAR  
AUTOMATION CATEGORIES**

	<b>Rate</b>
<b>Letters, minimum piece rate</b>	
Piece Rate	
Mixed AADC	\$ 0.161
AADC	0.147
3-digit	0.142
5-digit	0.127
Destination Entry Discounts	
BMC	0.033
SCF	0.042
<b>Flats, minimum piece rate</b>	
Piece Rate	
Mixed ADC	0.354
ADC	0.301
3-digit	0.269
5-digit	0.212
Destination Entry Discounts	
BMC	0.033
SCF	0.042
<b>Flats, piece and pound rate</b>	
Piece Rate	
Mixed ADC	0.228
ADC	0.175
3-digit	0.143
5-digit	0.086
Pound Rate	0.622
Destination Entry Discounts (off pound rate)	
BMC	0.159
SCF	0.203



**SCHEDULE 323B NOTES**

1. A fee of \$175.00 must be paid each 12-month period for each bulk mailing permit.
2. Letters that weigh more than 3.3 ounces but not more than 3.5 ounces pay the flats piece and pound rate but receive a discount off the piece rate equal to the applicable flats minimum piece rate minus the applicable letter minimum piece rate corresponding to the correct presort tier.
3. For flats, the mailer pays either the minimum piece rate or the pound rate, whichever is higher.
4. Add \$0.015 per piece for pieces bearing a Repositionable Note as defined in DMCS section 323.8.
5. Letters forwarded as defined in DMCS section 353a are charged \$0.35 per piece. Flats forwarded as defined in DMCS section 353a are charged \$1.05 per piece. Mailpieces forwarded as defined in DMCS section 353b are charged the appropriate First-Class Mail Rate for the piece plus the rate multiplied by a weighted factor of 2.472.

**STANDARD MAIL  
RATE SCHEDULE 324**

**NONPROFIT ENHANCED CARRIER ROUTE**

	<b>Rate</b>
<b>Letters, minimum piece rate</b>	
Piece Rate	
Basic	\$0.157
High density	0.117
Saturation	0.108
Destination Entry Discounts	
BMC	0.033
SCF	0.042
<b>Flats, minimum piece rate</b>	
Piece Rate	
Basic	0.180
High density	0.136
Saturation	0.118
Destination Entry Discounts	
BMC	0.033
SCF	0.042
DDU	0.051
<b>Flats, piece and pound rate</b>	
Piece Rate	
Basic	0.091
High density	0.047
Saturation	0.029
Pound Rate	0.432
Destination Entry Discounts (off pound rate)	
BMC	0.159
SCF	0.203
DDU	0.248
<b>Parcels, minimum piece rate</b>	

**NONPROFIT ENHANCED CARRIER ROUTE (continued)**

Piece Rate	
Basic	\$0.430
High density	0.309
Saturation	0.300

Destination Entry discounts	
BMC	0.033
SCF	0.042
DDU	0.051

**Parcels, piece and pound rate**

Piece Rate	
Basic	0.341
High density	0.220
Saturation	0.211

Pound Rate	0.432
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Destination Entry Discounts (off pound rate)	
BMC	0.159
SCF	0.203
DDU	0.248

**SCHEDULE 324 NOTES**

1. A fee of \$175.00 must be paid each 12-month period for each bulk mailing permit.
2. Pieces that do not qualify for letter or flats rate categories are subject to parcels rates.
3. For flats and parcels, the mailer pays either the minimum piece rate or the pound rate, whichever is higher.
4. Pieces that otherwise meet the requirements for high density and saturation letter rates that weigh more than 3.3 ounces but not more than 3.5 ounces pay the flats piece and pound rate but receive a discount off the piece rate equal to the applicable flats minimum piece rate minus the applicable letter minimum piece rate corresponding to the correct density tier.
5. For letter-size pieces, not meeting the automation requirements specified by the Postal Service, the mailer pays the flats rate for the applicable density tier.
6. Add \$0.015 per piece for pieces bearing a Repositionable Note as defined in DMCS section 324.8.
7. Add \$0.015 per piece for flat-shaped and parcel-shaped pieces addressed using detached address labels (DALs).
8. Letters forwarded as defined in DMCS section 353a are charged \$0.35 per piece. Flats forwarded as defined in DMCS section 353a are charged \$1.05 per piece. Mailpieces forwarded as defined in DMCS section 353b are charged the appropriate First-Class Mail Rate for the piece plus the rate multiplied by a weighted factor of 2.472.

**PERIODICALS  
RATE SCHEDULE 421**

**OUTSIDE COUNTY (INCLUDING SCIENCE OF AGRICULTURE)**

	<b>Postage Rate Unit</b>	<b>Rate</b>
<b>Outside County</b>		
<b>Advertising</b>		
Destination Delivery Unit	Pound	\$ 0.160
Destination SCF	Pound	0.209
Destination ADC	Pound	0.219
Zones 1 & 2	Pound	0.239
Zone 3	Pound	0.257
Zone 4	Pound	0.303
Zone 5	Pound	0.372
Zone 6	Pound	0.446
Zone 7	Pound	0.534
Zone 8	Pound	0.610
<b>Nonadvertising</b>		
Destination Delivery Unit	Pound	0.133
Destination SCF	Pound	0.174
Destination ADC	Pound	0.182
All other editorial (nonadvertising)	Pound	0.199
<b>Science of Agriculture</b>		
<b>Advertising</b>		
Destination Delivery Unit	Pound	0.120
Destination SCF	Pound	0.157
Destination ADC	Pound	0.164
Zones 1 & 2	Pound	0.179
Zone 3	Pound	0.257
Zone 4	Pound	0.303
Zone 5	Pound	0.372
Zone 6	Pound	0.446
Zone 7	Pound	0.534
Zone 8	Pound	0.610
<b>Nonadvertising</b>		
Destination Delivery Unit	Pound	0.133
Destination SCF	Pound	0.174
Destination ADC	Pound	0.182
All other editorial (nonadvertising)	Pound	0.199

**Piece Rates**

**Mixed ADC Bundle Pieces**

Domestic Mail Classification Schedule

**OUTSIDE COUNTY (INCLUDING SCIENCE OF AGRICULTURE) (continued)**

Nonautomation Nonmachinable	Piece	\$0.534
Nonautomation Machinable	Piece	0.431
Automation Nonmachinable	Piece	0.504
Automation Machinable	Piece	0.404
Automation Letter	Piece	0.327

**ADC Bundle Pieces**

Nonautomation Nonmachinable	Piece	0.432
Nonautomation Machinable	Piece	0.370
Automation Nonmachinable	Piece	0.412
Automation Machinable	Piece	0.350
Automation Letter	Piece	0.289

**SCF/3-Digit Bundle Pieces**

Nonautomation Nonmachinable	Piece	0.373
Nonautomation Machinable	Piece	0.348
Automation Nonmachinable	Piece	0.362
Automation Machinable	Piece	0.331
Automation Letter	Piece	0.275

**5-digit Bundle Pieces**

Nonautomation Nonmachinable	Piece	0.289
Nonautomation Machinable	Piece	0.276
Automation Nonmachinable	Piece	0.285
Automation Machinable	Piece	0.268
Automation Letter	Piece	0.211

**Carrier Route Bundle Pieces**

Basic	Piece	0.169
High Density	Piece	0.149
Saturation	Piece	0.131
Firm bundle\4	Bundle	0.169

**Ride-Along Piece**

Per Piece	Piece	0.155
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**Discounts**

Per-piece editorial discount\5	Piece	(0.091)
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**Bundle Rates**

**Mixed ADC Sack**

Mixed ADC bundle	Bundle	\$0.100
ADC bundle	Bundle	0.129
3-digit/SCF bundle	Bundle	0.134
5-digit bundle	Bundle	0.161

**OUTSIDE COUNTY (INCLUDING SCIENCE OF AGRICULTURE) (continued)**

Firm Bundle	Bundle	0.079
<b>ADC Sack or Pallet</b>		
ADC bundle	Bundle	0.038
3-digit/SCF bundle	Bundle	0.063
5-digit bundle	Bundle	0.095
Carrier Route bundle	Bundle	0.104
Firm bundle	Bundle	0.048
<b>3-Digit/SCF Sack or Pallet</b>		
3-digit/SCF bundle	Bundle	0.039
5-digit bundle	Bundle	0.084
Carrier Route bundle	Bundle	0.095
Firm bundle	Bundle	0.045
<b>5-digit Sack or Pallet</b>		
5-digit bundle	Bundle	0.008
Carrier Route bundle	Bundle	0.039
Firm bundle	Bundle	0.027
<b>Sack Rates</b>		
<b>Mixed ADC Sack</b>		
OSCF Entry	Sack	0.42
OADC Entry	Sack	0.42
<b>ADC Sack</b>		
OSCF Entry	Sack	1.80
OADC Entry	Sack	1.80
OBMC Entry	Sack	1.80
DBMC Entry	Sack	1.10
DADC Entry	Sack	0.60
<b>3-Digit/SCF Sack</b>		
OSCF Entry	Sack	1.90
OADC Entry	Sack	1.90
OBMC Entry	Sack	1.90
DBMC Entry	Sack	1.20
DADC Entry	Sack	1.00
DSCF Entry	Sack	0.60
<b>5-Digit/Carrier Route Sack</b>		
OSCF Entry	Sack	\$2.24
OADC Entry	Sack	2.24
OBMC Entry	Sack	2.24
DBMC Entry	Sack	1.50

Domestic Mail Classification Schedule

**OUTSIDE COUNTY (INCLUDING SCIENCE OF AGRICULTURE) (continued)**

DADC Entry	Sack	1.30
DSCF Entry	Sack	0.90
DDU Entry	Sack	0.70

**Pallet Rates**

**ADC Pallet**

OSCF Entry	Pallet	18.61
OADC Entry	Pallet	18.61
OBMC Entry	Pallet	18.61
DBMC Entry	Pallet	13.00
DADC Entry	Pallet	8.90

**3-Digit/SCF Pallet**

OSCF Entry	Pallet	22.98
OADC Entry	Pallet	22.98
OBMC Entry	Pallet	22.98
DBMC Entry	Pallet	14.40
DADC Entry	Pallet	12.20
DSCF Entry	Pallet	6.70

**5-Digit Pallet**

OSCF Entry	Pallet	26.95
OADC Entry	Pallet	26.95
OBMC Entry	Pallet	26.95
DBMC Entry	Pallet	17.50
DADC Entry	Pallet	15.50
DSCF Entry	Pallet	8.00
DDU Entry	Pallet	1.20



### SCHEDULE 421 NOTES

1. The rates in this schedule also apply to Nonprofit (DMCS Section 422.2) and Classroom rate categories. These categories receive a 5 percent discount on all components of postage except advertising pounds. Moreover, the 5 percent discount does not apply to commingled nonsubscriber, nonrequestor, complimentary, and sample copies in excess of the 10 percent allowance under DMCS sections 412.34 and 413.42, or to Science of Agriculture mail.
2. Rates do not apply to otherwise Outside County mail that qualifies for the Within County rates in Schedule 423.
3. Charges are computed by adding the appropriate per-piece charge, per-bundle charge, per-sack, and per-pallet charge to the sum of the editorial (nonadvertising) pound portion and the advertising pound portion, as applicable.
4. Firm bundles are charged a single piece charge.
5. For postage calculations, multiply the proportion of editorial (nonadvertising) content by this factor and subtract from the applicable piece rate.
6. Advertising pound rate is not applicable to qualifying Nonprofit and Classroom publications containing 10 percent or less advertising content.
7. For a Ride-Along item enclosed with or attached to a Periodical, add \$0.155 per copy.
8. Add \$0.015 per piece for pieces bearing a Repositionable Note as defined in DMCS section 424.

Domestic Mail Classification Schedule

**PERIODICALS  
RATE SCHEDULE 423  
WITHIN COUNTY**

	<b>Postage Rate Unit</b>	<b>Rate</b>
Delivery Unit	Pound	\$ 0.132
All other zones	Pound	0.171
 <b>Basic</b>		
Nonautomation	Piece	0.122
Automation letter	Piece	0.055
Automation flat	Piece	0.107
 <b>3-Digit</b>		
Nonautomation	Piece	0.110
Automation letter	Piece	0.046
Automation flat	Piece	0.099
 <b>5-Digit</b>		
Nonautomation	Piece	0.098
Automation letter	Piece	0.044
Automation flat	Piece	0.093
 <b>Carrier Route</b>		
Basic	Piece	0.056
High density	Piece	0.041
Saturation	Piece	0.028
 <b>Discounts</b>		
Worksharing Discount DDU	Piece	(0.008)
Ride-Along	Piece	0.155

**SCHEDULE 423 NOTES**

1. Charges are computed by adding the appropriate per-piece charge to the appropriate pound charge.
2. For a Ride-Along item enclosed with or attached to a Periodical, add \$0.155 per copy.
3. Add \$0.015 per-piece for pieces bearing a Repositionable Note as defined in DMCS section 424.

**PACKAGE SERVICES  
RATE SCHEDULE 521.2A**

**PARCEL POST  
INTER-BMC RATES**

Weight (lbs.)	Zones						
	1 & 2	Zone 3	Zone 4	Zone 5	Zone 6	Zone 7	Zone 8
1	\$4.38	\$4.50	\$4.50	\$4.50	\$4.50	\$4.50	\$4.50
2	4.50	4.80	5.20	5.67	6.00	6.15	6.15
3	4.95	5.60	6.30	7.02	7.05	7.33	7.93
4	5.60	6.55	7.47	7.78	8.04	8.45	9.25
5	6.20	7.45	8.23	8.59	8.98	9.50	10.50
6	6.75	8.15	8.97	9.36	9.83	10.48	11.77
7	7.25	8.61	9.67	10.09	10.64	11.44	12.88
8	7.65	8.94	10.36	10.79	11.41	12.32	14.08
9	8.05	9.27	10.99	11.47	12.14	13.14	15.21
10	8.40	10.37	11.62	12.12	12.84	13.92	16.17
11	8.70	10.69	12.22	12.75	13.52	14.68	17.08
12	8.96	10.97	12.80	13.36	14.17	15.40	17.96
13	9.14	11.22	13.37	13.95	14.80	16.10	18.80
14	9.32	11.53	13.91	14.53	15.41	16.77	19.61
15	9.48	11.79	14.44	15.09	15.99	17.43	20.40
16	9.62	12.04	14.96	15.64	16.56	18.06	21.16
17	9.80	12.25	15.46	16.18	17.12	18.67	21.89
18	9.93	12.48	15.78	16.70	17.66	19.27	22.61
19	10.10	12.71	16.13	17.21	18.18	19.85	23.30
20	10.22	12.92	16.42	17.71	18.70	20.41	23.98
21	10.37	13.14	16.72	18.20	19.19	20.96	24.64
22	10.49	13.31	17.02	18.69	19.68	21.50	25.28
23	10.63	13.55	17.33	19.16	20.16	22.02	25.90
24	10.73	13.72	17.58	19.62	20.62	22.54	26.51
25	10.87	13.90	17.85	20.08	21.08	23.04	27.11
26	10.97	14.07	18.10	20.53	21.53	23.53	27.69
27	11.12	14.25	18.33	20.97	21.97	24.01	28.26
28	11.21	14.42	18.60	21.40	22.39	24.48	28.82
29	11.34	14.60	18.84	21.83	22.81	24.94	29.36
30	11.44	14.74	19.05	22.24	23.23	25.39	29.90
31	11.57	14.89	19.27	22.66	23.63	25.83	30.42
32	11.65	15.05	19.49	23.06	24.03	26.27	30.94
33	11.75	15.21	19.71	23.46	24.42	26.69	31.44
34	11.87	15.31	19.88	23.86	24.81	27.11	31.93
35	11.97	15.48	20.09	24.25	25.19	27.53	32.42
36	12.06	15.61	20.31	24.63	25.56	27.93	32.90
37	12.16	15.73	20.46	25.01	25.92	28.33	33.37
38	12.25	15.90	20.64	25.38	26.28	28.72	33.83
39	12.36	15.99	20.81	25.76	26.64	29.11	34.28
40	12.45	16.15	21.00	26.12	26.99	29.49	34.73

**PARCEL POST  
INTER-BMC RATES (continued)**

Weight (lbs.)	Zones 1 & 2	Zone 3	Zone 4	Zone 5	Zone 6	Zone 7	Zone 8
41	\$12.57	\$16.28	\$21.15	\$26.48	\$27.33	\$29.87	\$35.17
42	12.65	16.39	21.32	26.84	27.67	30.23	35.60
43	12.71	16.51	21.49	27.19	28.01	30.60	36.03
44	12.81	16.60	21.63	27.53	28.34	30.96	36.45
45	12.90	16.74	21.80	27.88	28.66	31.31	36.86
46	12.99	16.85	21.96	28.22	28.98	31.66	37.27
47	13.10	16.98	22.09	28.42	29.30	32.00	37.67
48	13.17	17.08	22.26	28.59	29.62	32.34	38.06
49	13.23	17.20	22.39	28.76	29.92	32.67	38.46
50	13.31	17.28	22.50	28.93	30.23	33.01	38.84
51	13.42	17.41	22.66	29.09	30.53	33.33	39.22
52	13.48	17.51	22.79	29.24	30.83	33.65	39.59
53	13.59	17.59	22.88	29.39	31.12	33.97	39.97
54	13.65	17.73	23.04	29.54	31.41	34.28	40.33
55	13.72	17.77	23.17	29.69	31.70	34.60	40.69
56	13.82	17.93	23.28	29.84	31.98	34.90	41.05
57	13.90	18.01	23.41	29.97	32.26	35.20	41.40
58	13.96	18.10	23.52	30.11	32.54	35.50	41.75
59	14.05	18.19	23.65	30.24	32.82	35.80	42.09
60	14.13	18.28	23.78	30.37	33.09	36.09	42.43
61	14.24	18.41	23.87	30.49	33.36	36.38	42.77
62	14.30	18.47	23.99	30.62	33.62	36.67	43.10
63	14.35	18.58	24.10	30.73	33.88	36.95	43.42
64	14.42	18.64	24.19	30.85	34.14	37.23	43.75
65	14.50	18.75	24.31	30.97	34.40	37.51	44.07
66	14.60	18.84	24.40	31.07	34.66	37.78	44.39
67	14.68	18.93	24.52	31.19	34.91	38.05	44.70
68	14.73	19.01	24.64	31.29	35.16	38.32	45.01
69	14.79	19.07	24.73	31.40	35.41	38.59	45.32
70	14.89	19.19	24.83	31.49	35.65	38.85	45.62
Oversized	50.54	55.19	58.28	69.40	83.99	97.82	127.24

## Domestic Mail Classification Schedule

### **SCHEDULE 521.2A NOTES**

1. For Origin Bulk Mail Center (OBMC) Presort Discount, deduct \$1.50 per piece.
2. For BMC Presort Discount, deduct \$0.26 per piece.
3. For barcode discount, deduct \$0.03 per piece (machinable parcels only).
4. For nonmachinable parcels, add \$3.89 per piece.
5. Regardless of weight, any piece that measures more than 108 inches (but not more than 130 inches) in combined length and girth must pay the oversized rate.
6. Pieces exceeding 84 inches in length and girth combined and weighing less than 20 pounds are subject to a rate equal to that for a 20-pound parcel for the zone to which the parcel is addressed.
7. For each Pickup On-Demand stop, add \$14.25.

**PACKAGE SERVICES  
RATE SCHEDULE 521.2B**

**PARCEL POST  
INTRA-BMC RATES**

Weight (lbs.)	Local Zone	Zones 1 & 2	Zone 3	Zone 4	Zone 5
1	\$3.42	\$3.67	\$3.70	\$3.78	\$3.96
2	3.80	4.34	4.38	4.47	4.72
3	4.15	4.96	5.00	5.11	5.46
4	4.47	5.37	5.58	5.69	6.13
5	4.76	5.74	6.07	6.21	6.76
6	5.03	6.09	6.53	6.67	7.32
7	5.24	6.42	6.94	7.10	7.86
8	5.42	6.95	7.33	7.50	8.34
9	5.60	7.24	7.69	7.90	8.79
10	5.77	7.55	8.07	8.53	9.21
11	5.93	7.82	8.38	8.86	9.59
12	6.09	8.10	8.69	9.18	9.96
13	6.25	8.28	8.97	9.48	10.30
14	6.39	8.44	9.22	9.81	10.61
15	6.53	8.59	9.49	10.07	10.90
16	6.68	8.74	9.76	10.33	11.20
17	6.80	8.92	10.01	10.61	11.45
18	6.93	9.05	10.25	10.84	11.70
19	7.05	9.20	10.49	11.08	11.94
20	7.19	9.35	10.73	11.28	12.15
21	7.30	9.46	10.95	11.49	12.36
22	7.42	9.62	11.17	11.71	12.55
23	7.53	9.72	11.40	11.93	12.76
24	7.65	9.85	11.61	12.15	12.93
25	7.76	9.96	11.81	12.35	13.11
26	7.86	10.10	12.00	12.56	13.26
27	7.97	10.21	12.21	12.76	13.42
28	8.07	10.31	12.41	12.94	13.59
29	8.18	10.43	12.60	13.13	13.79
30	8.29	10.54	12.78	13.31	13.97
31	8.38	10.65	12.94	13.49	14.17
32	8.46	10.76	13.13	13.67	14.34
33	8.57	10.86	13.29	13.83	14.52
34	8.63	10.96	13.40	14.00	14.69
35	8.70	11.05	13.55	14.16	14.86
36	8.78	11.14	13.66	14.31	15.02
37	8.83	11.26	13.78	14.47	15.18
38	8.89	11.35	13.91	14.62	15.34
39	8.98	11.45	14.04	14.76	15.49
40	9.06	11.52	14.14	14.91	15.64

Domestic Mail Classification Schedule

**PARCEL POST  
INTRA-BMC RATES (continued)**

Weight (lbs.)	Local Zone	Zones 1 & 2	Zone 3	Zone 4	Zone 5
41	\$9.14	\$11.65	\$14.29	\$15.00	\$15.79
42	9.20	11.71	14.39	15.11	15.93
43	9.28	11.79	14.50	15.18	16.07
44	9.37	11.90	14.61	15.26	16.20
45	9.43	11.96	14.70	15.48	16.33
46	9.48	12.09	14.82	15.55	16.57
47	9.57	12.18	14.91	15.63	16.96
48	9.63	12.25	15.03	15.68	17.37
49	9.69	12.35	15.13	15.74	17.77
50	9.75	12.39	15.22	15.80	18.19
51	9.84	12.51	15.30	15.87	18.61
52	9.88	12.60	15.44	15.93	19.05
53	9.95	12.64	15.51	15.96	19.50
54	10.04	12.71	15.56	16.03	19.96
55	10.10	12.79	15.63	16.09	20.15
56	10.14	12.88	15.68	16.16	20.23
57	10.21	12.97	15.70	16.19	20.37
58	10.28	13.04	15.76	16.24	20.46
59	10.35	13.12	15.80	16.29	20.56
60	10.37	13.21	15.83	16.32	20.67
61	10.49	13.29	15.89	16.38	20.76
62	10.52	13.36	15.93	16.46	20.85
63	10.60	13.43	15.95	16.55	20.94
64	10.66	13.51	15.98	16.63	21.04
65	10.71	13.59	16.03	16.71	21.11
66	10.75	13.68	16.06	16.80	21.22
67	10.86	13.75	16.09	16.90	21.29
68	10.91	13.78	16.12	16.95	21.37
69	10.92	13.88	16.15	17.04	21.46
70	10.93	13.95	16.19	17.13	21.54
Oversized	28.82	41.78	42.17	43.01	44.28



**SCHEDULE 521.2B NOTES**

1. For barcode discount deduct \$0.03 per piece (machinable parcels only).
2. For nonmachinable parcels, add \$2.87 per piece.
3. Regardless of weight, any piece that measures more than 108 inches (but not more than 130 inches) in combined length and girth must pay the oversized rate.
4. Pieces exceeding 84 inches in length and girth combined and weighing less than 20 pounds are subject to a rate equal to that for a 20-pound parcel for the zone to which the parcel is addressed.
5. For each Pickup On-Demand stop, add \$14.25.

**PACKAGE SERVICES  
RATE SCHEDULE 521.2C**

**PARCEL POST  
PARCEL SELECT DESTINATION BULK MAIL CENTER RATES**

Weight (lbs.)	Zones			
	1 & 2	Zone 3	Zone 4	Zone 5
1	\$2.38	\$2.72	\$3.05	\$3.91
2	2.68	3.35	3.99	4.67
3	2.96	3.95	4.85	5.41
4	3.24	4.52	5.58	6.08
5	3.49	5.05	6.10	6.71
6	3.73	5.54	6.53	7.27
7	3.95	5.99	6.92	7.81
8	4.17	6.43	7.28	8.29
9	4.38	6.84	7.66	8.74
10	4.58	7.24	8.48	9.16
11	4.77	7.63	8.81	9.54
12	4.96	8.00	9.13	9.91
13	5.14	8.33	9.43	10.25
14	5.32	8.59	9.76	10.56
15	5.49	8.87	10.02	10.85
16	5.65	9.14	10.28	11.15
17	5.81	9.35	10.56	11.40
18	5.96	9.54	10.79	11.65
19	6.12	9.71	11.03	11.89
20	6.26	9.89	11.23	12.10
21	6.41	10.07	11.41	12.31
22	6.55	10.22	11.60	12.50
23	6.68	10.40	11.77	12.71
24	6.82	10.55	11.93	12.88
25	6.95	10.70	12.08	13.06
26	7.08	10.82	12.23	13.21
27	7.21	10.99	12.37	13.37
28	7.33	11.15	12.49	13.51
29	7.45	11.28	12.65	13.64
30	7.57	11.41	12.76	13.79
31	7.69	11.51	12.86	13.92
32	7.81	11.65	12.98	14.05
33	7.92	11.76	13.10	14.15
34	8.03	11.88	13.19	14.27
35	8.14	12.00	13.31	14.38
36	8.26	12.58	13.40	14.48
37	8.37	12.68	13.49	14.58
38	8.47	12.80	13.58	14.68
39	8.58	12.91	13.66	14.77
40	8.68	13.02	13.74	14.84

**PARCEL POST**  
**PARCEL SELECT DESTINATION BULK MAIL CENTER RATES (continued)**

Weight (lbs.)	Zones			
	1 & 2	Zone 3	Zone 4	Zone 5
41	\$8.78	\$13.15	\$13.81	\$14.93
42	8.88	13.25	13.90	15.01
43	8.98	13.36	13.98	15.38
44	9.07	13.44	14.05	15.74
45	9.17	13.52	14.24	16.14
46	9.26	13.64	14.30	16.52
47	9.36	13.73	14.36	16.91
48	9.44	13.84	14.44	17.32
49	9.53	13.92	14.50	17.72
50	9.63	14.02	14.54	18.14
51	9.71	14.10	14.60	18.56
52	9.80	14.21	14.66	19.00
53	9.89	14.27	14.71	19.45
54	9.97	14.33	14.77	19.91
55	10.05	14.38	14.83	20.10
56	10.14	14.42	14.86	20.18
57	10.22	14.46	14.90	20.32
58	10.30	14.51	14.95	20.41
59	10.38	14.54	14.99	20.51
60	10.46	14.58	15.02	20.62
61	10.54	14.62	15.07	20.71
62	10.62	14.66	15.16	20.80
63	10.69	14.69	15.24	20.89
64	10.77	14.72	15.30	20.99
65	10.85	14.76	15.38	21.06
66	10.92	14.80	15.48	21.17
67	10.99	14.82	15.54	21.24
68	11.06	14.83	15.61	21.32
69	11.14	14.86	15.68	21.41
70	11.21	14.89	15.77	21.49
Oversized	21.08	29.49	39.77	41.33

## Domestic Mail Classification Schedule

### **SCHEDULE 521.2C NOTES**

1. For nonmachinable parcels, add \$2.14 per piece.
2. Regardless of weight, any piece that measures more than 108 inches (but not more than 130 inches) in combined length and girth must pay the oversized rate.
3. Pieces exceeding 84 inches in length and girth combined and weighing less than 20 pounds are subject to a rate equal to that for a 20-pound parcel for the zone to which the parcel is addressed.
4. A mailing fee of \$175.00 must be paid once each 12-month period for Parcel Select.

**PACKAGE SERVICES  
RATE SCHEDULE 521.2D**

**PARCEL POST  
PARCEL SELECT DESTINATION SECTIONAL CENTER FACILITY RATES**

Weight (lbs.)	Rate	Weight (lbs.)	Rate
1	\$1.90	36	\$5.81
2	2.11	37	5.88
3	2.30	38	5.94
4	2.47	39	6.02
5	2.63	40	6.08
6	2.79	41	6.14
7	2.93	42	6.22
8	3.07	43	6.28
9	3.21	44	6.34
10	3.33	45	6.40
11	3.45	46	6.47
12	3.57	47	6.53
13	3.69	48	6.58
14	3.79	49	6.64
15	3.92	50	6.70
16	4.03	51	6.76
17	4.14	52	6.80
18	4.24	53	6.85
19	4.35	54	6.90
20	4.45	55	6.97
21	4.54	56	7.02
22	4.64	57	7.07
23	4.73	58	7.12
24	4.83	59	7.18
25	4.91	60	7.22
26	5.00	61	7.26
27	5.09	62	7.31
28	5.18	63	7.36
29	5.26	64	7.42
30	5.34	65	7.45
31	5.42	66	7.50
32	5.51	67	7.55
33	5.58	68	7.58
34	5.66	69	7.64
35	5.74	70	7.68
		Oversized	13.56

## Domestic Mail Classification Schedule

### **SCHEDULE 521.2D NOTES**

1. Regardless of weight, any piece that measures more than 108 inches (but not more than 130 inches) in combined length and girth must pay the oversized rate.
2. Pieces exceeding 84 inches in length and girth combined and weighing less than 20 pounds are subject to a rate equal to that for a 20-pound parcel for the zone to which the parcel is addressed.
3. A mailing fee of \$175.00 must be paid once each 12-month period for Parcel Select.
4. For nonmachinable parcels sorted to 3-digit ZIP Code areas, add \$0.96 per piece.

**PACKAGE SERVICES  
RATE SCHEDULE 521.2E**

**PARCEL POST  
PARCEL SELECT DESTINATION DELIVERY UNIT RATES**

Weight (lbs.)	Rate	Weight (lbs.)	Rate
1	\$1.40	36	\$2.60
2	1.47	37	2.62
3	1.52	38	2.64
4	1.58	39	2.66
5	1.63	40	2.69
6	1.68	41	2.71
7	1.72	42	2.73
8	1.76	43	2.75
9	1.81	44	2.77
10	1.85	45	2.79
11	1.88	46	2.81
12	1.92	47	2.83
13	1.96	48	2.85
14	1.99	49	2.87
15	2.03	50	2.89
16	2.06	51	2.90
17	2.09	52	2.92
18	2.13	53	2.94
19	2.16	54	2.95
20	2.19	55	2.96
21	2.22	56	2.98
22	2.25	57	2.99
23	2.27	58	3.00
24	2.30	59	3.01
25	2.33	60	3.02
26	2.36	61	3.04
27	2.38	62	3.05
28	2.41	63	3.06
29	2.43	64	3.07
30	2.46	65	3.08
31	2.48	66	3.10
32	2.51	67	3.11
33	2.53	68	3.12
34	2.55	69	3.13
35	2.58	70	3.14
		Oversized	7.36

## Domestic Mail Classification Schedule

### **SCHEDULE 521.2E NOTES**

1. Regardless of weight, any piece that measures more than 108 inches (but not more than 130 inches) in combined length and girth must pay the oversized rate.
2. Pieces exceeding 84 inches in length and girth combined and weighing less than 20 pounds are subject to a rate equal to that for a 20-pound parcel for the zone to which the parcel is addressed.
3. A mailing fee of \$175.00 must be paid once each 12-month period for Parcel Select.



**PACKAGE SERVICES  
RATE SCHEDULE 521.2F**

**PARCEL POST  
PARCEL SELECT RETURN SERVICES  
RETURN DELIVERY UNIT RATE CATEGORY**

Weight (lbs.)	Rate	Weight (lbs.)	Rate
1	\$2.20	36	\$2.20
2	2.20	37	2.20
3	2.20	38	2.20
4	2.20	39	2.20
5	2.20	40	2.20
6	2.20	41	2.20
7	2.20	42	2.20
8	2.20	43	2.20
9	2.20	44	2.20
10	2.20	45	2.20
11	2.20	46	2.20
12	2.20	47	2.20
13	2.20	48	2.20
14	2.20	49	2.20
15	2.20	50	2.20
16	2.20	51	2.20
17	2.20	52	2.20
18	2.20	53	2.20
19	2.20	54	2.20
20	2.20	55	2.20
21	2.20	56	2.20
22	2.20	57	2.20
23	2.20	58	2.20
24	2.20	59	2.20
25	2.20	60	2.20
26	2.20	61	2.20
27	2.20	62	2.20
28	2.20	63	2.20
29	2.20	64	2.20
30	2.20	65	2.20
31	2.20	66	2.20
32	2.20	67	2.20
33	2.20	68	2.20
34	2.20	69	2.20
35	2.20	70	2.20
		Oversized	8.08

Domestic Mail Classification Schedule

**SCHEDULE 521.2F NOTES**

1. Regardless of weight, any parcel that measures more than 108 inches (but not more than 130 inches) in combined length and girth must pay the oversized rate.

**PACKAGE SERVICES  
RATE SCHEDULE 521.2G**

**PARCEL POST  
PARCEL SELECT RETURN SERVICE  
RETURN BMC RATE CATEGORY  
MACHINABLE PIECES**

Weight (lbs.)	Zones 1 & 2	Zone 3	Zone 4	Zone 5
1	\$2.22	\$2.25	\$2.33	\$2.51
2	2.89	2.93	3.02	3.27
3	3.51	3.55	3.66	4.01
4	3.92	4.13	4.24	4.68
5	4.29	4.62	4.76	5.31
6	4.64	5.08	5.22	5.87
7	4.93	5.49	5.65	6.41
8	5.50	5.88	6.05	6.89
9	5.79	6.24	6.45	7.34
10	6.04	6.62	7.08	7.76
11	6.19	6.93	7.41	8.14
12	6.38	7.24	7.73	8.51
13	6.55	7.52	8.03	8.85
14	6.71	7.77	8.36	9.16
15	6.84	8.04	8.62	9.45
16	6.98	8.31	8.88	9.75
17	7.15	8.56	9.16	10.00
18	7.26	8.80	9.39	10.25
19	7.42	9.04	9.63	10.49
20	7.54	9.23	9.83	10.70
21	7.66	9.41	10.04	10.91
22	7.79	9.56	10.26	11.10
23	7.90	9.77	10.48	11.31
24	8.00	9.91	10.70	11.48
25	8.11	10.07	10.90	11.66
26	8.23	10.21	11.11	11.81
27	8.34	10.37	11.31	11.97
28	8.42	10.52	11.45	12.14
29	8.53	10.68	11.58	12.34
30	8.64	10.80	11.71	12.52
31	8.74	10.91	11.82	12.72
32	8.86	11.05	11.95	12.89
33	8.93	11.18	12.05	13.07
34	9.04	11.28	12.16	13.21
35	9.11	11.42	12.25	13.33

Domestic Mail Classification Schedule

**SCHEDULE 521.2G NOTES**

1. Parcels that weigh less than 20 pounds but measure more than 84 inches in combined length and girth are charged the applicable rate for a 20-pound parcel.

**PACKAGE SERVICES  
RATE SCHEDULE 521.2G (continued)**

**PARCEL POST  
PARCEL SELECT RETURN SERVICE  
RETURN BMC RATE CATEGORY  
NONMACHINABLE PIECES**

Weight (lbs.)	Zones 1 & 2	Zone 3	Zone 4	Zone 5
1	\$5.09	\$5.12	\$5.20	\$5.38
2	5.76	5.80	5.89	6.14
3	6.38	6.42	6.53	6.88
4	6.79	7.00	7.11	7.55
5	7.16	7.49	7.63	8.18
6	7.51	7.95	8.09	8.74
7	7.80	8.36	8.52	9.28
8	8.37	8.75	8.92	9.76
9	8.66	9.11	9.32	10.21
10	8.91	9.49	9.95	10.63
11	9.06	9.80	10.28	11.01
12	9.25	10.11	10.60	11.38
13	9.42	10.39	10.90	11.72
14	9.58	10.64	11.23	12.03
15	9.71	10.91	11.49	12.32
16	9.85	11.18	11.75	12.62
17	10.02	11.43	12.03	12.87
18	10.13	11.67	12.26	13.12
19	10.29	11.91	12.50	13.36
20	10.41	12.10	12.70	13.57
21	10.53	12.28	12.91	13.78
22	10.66	12.43	13.13	13.97
23	10.77	12.64	13.35	14.18
24	10.87	12.78	13.57	14.35
25	10.98	12.94	13.77	14.53
26	11.10	13.08	13.98	14.68
27	11.21	13.24	14.18	14.84
28	11.29	13.39	14.32	15.01
29	11.40	13.55	14.45	15.21
30	11.51	13.67	14.58	15.39
31	11.61	13.78	14.69	15.59
32	11.73	13.92	14.82	15.76
33	11.80	14.05	14.92	15.94
34	11.91	14.15	15.03	16.08
35	11.98	14.29	15.12	16.20
36	12.10	14.43	15.25	16.35
37	12.19	14.52	15.33	16.42

Domestic Mail Classification Schedule

**PARCEL POST  
 PARCEL SELECT RETURN SERVICE  
 RETURN BMC RATE CATEGORY  
 NONMACHINABLE PIECES (continued)**

Weight (lbs.)	Zones			
	1 & 2	Zone 3	Zone 4	Zone 5
38	\$12.24	\$14.61	\$15.39	\$16.48
39	12.31	14.71	15.45	16.54
40	12.36	14.77	15.49	16.61
41	12.45	14.88	15.54	16.67
42	12.48	14.95	15.60	16.72
43	12.53	15.03	15.66	16.75
44	12.60	15.10	15.71	16.79
45	12.64	15.16	15.89	16.84
46	12.72	15.25	15.93	16.87
47	12.78	15.30	15.96	16.91
48	12.82	15.39	15.99	16.95
49	12.89	15.46	16.02	16.98
50	12.90	15.52	16.05	17.02
51	12.99	15.57	16.08	17.07
52	13.03	15.67	16.12	17.10
53	13.05	15.71	16.13	17.14
54	13.11	15.73	16.17	17.17
55	13.15	15.76	16.20	17.21
56	13.20	15.78	16.23	17.25
57	13.26	15.78	16.23	17.29
58	13.31	15.81	16.25	17.33
59	13.35	15.82	16.27	17.37
60	13.41	15.83	16.27	17.40
61	13.45	15.84	16.30	17.44
62	13.49	15.85	16.36	17.47
63	13.54	15.85	16.42	17.52
64	13.59	15.85	16.45	17.56
65	13.62	15.89	16.50	17.59
66	13.68	15.89	16.56	17.63
67	13.73	15.90	16.63	17.67
68	13.73	15.90	16.66	17.70
69	13.80	15.90	16.72	17.75
70	13.84	15.90	16.77	17.79
Oversized	27.39	27.78	28.62	29.89

**SCHEDULE 521.2G NOTES**

1. Parcels that weigh less than 20 pounds but measure more than 84 inches in combined length and girth are charged the applicable rate for a 20-pound parcel. Regardless of weight, any parcel that measures more than 108 inches (but not more than 130 inches) in combined length and girth must pay the oversized rate.

**PACKAGE SERVICES  
RATE SCHEDULE 522A**

**BOUND PRINTED MATTER  
SINGLE-PIECE RATES**

Weight (lbs.)	Zones						
	1 & 2	Zone 3	Zone 4	Zone 5	Zone 6	Zone 7	Zone 8
1.0	\$2.12	\$2.17	\$2.23	\$2.30	\$2.38	\$2.45	\$2.62
1.5	2.12	2.17	2.23	2.30	2.38	2.45	2.62
2.0	2.21	2.27	2.35	2.45	2.55	2.65	2.87
2.5	2.30	2.38	2.48	2.60	2.73	2.85	3.13
3.0	2.39	2.48	2.60	2.75	2.90	3.05	3.38
3.5	2.48	2.59	2.73	2.90	3.08	3.25	3.64
4.0	2.57	2.69	2.85	3.05	3.25	3.45	3.89
4.5	2.66	2.80	2.98	3.20	3.43	3.65	4.15
5.0	2.75	2.90	3.10	3.35	3.60	3.85	4.40
6.0	2.93	3.11	3.35	3.65	3.95	4.25	4.91
7.0	3.11	3.32	3.60	3.95	4.30	4.65	5.42
8.0	3.29	3.53	3.85	4.25	4.65	5.05	5.93
9.0	3.47	3.74	4.10	4.55	5.00	5.45	6.44
10.0	3.65	3.95	4.35	4.85	5.35	5.85	6.95
11.0	3.83	4.16	4.60	5.15	5.70	6.25	7.46
12.0	4.01	4.37	4.85	5.45	6.05	6.65	7.97
13.0	4.19	4.58	5.10	5.75	6.40	7.05	8.48
14.0	4.37	4.79	5.35	6.05	6.75	7.45	8.99
15.0	4.55	5.00	5.60	6.35	7.10	7.85	9.50



**SCHEDULE 522A NOTES**

1. For barcode discount, deduct \$0.03 per piece (machinable parcels and automatable flats only).
2. For flats, deduct \$0.16 per piece.

**PACKAGE SERVICES  
RATE SCHEDULE 522B**

**BOUND PRINTED MATTER  
PRESORTED AND CARRIER ROUTE RATES  
FLATS, PARCELS, AND NONMACHINABLE PARCELS**

**Flats**

	Zones						
	1 & 2	Zone 3	Zone 4	Zone 5	Zone 6	Zone 7	Zone 8
<b>Per-Piece</b>							
Presorted	\$1.289	\$1.289	\$1.289	\$1.289	\$1.289	\$1.289	\$1.289
Carrier Route	1.178	1.178	1.178	1.178	1.178	1.178	1.178
<b>Per Pound</b>	0.122	0.148	0.195	0.249	0.311	0.359	0.477

**Parcels and Nonmachinable Parcels**

	Zones						
	1 & 2	Zone 3	Zone 4	Zone 5	Zone 6	Zone 7	Zone 8
<b>Per-Piece</b>							
Presorted	\$1.447	\$1.447	\$1.447	\$1.447	\$1.447	\$1.447	\$1.447
Carrier Route	1.336	1.336	1.336	1.336	1.336	1.336	1.336
<b>Per Pound</b>	0.122	0.148	0.195	0.249	0.311	0.359	0.477

**SCHEDULE 522B NOTES**

1. For barcode discount, deduct \$0.03 per piece (machinable parcels and automatable flats only).  
Barcode discount is not available for Carrier Route rates.

**PACKAGE SERVICES  
RATE SCHEDULE 522C**

**BOUND PRINTED MATTER  
PRESORTED RATES, DESTINATION ENTRY  
FLATS, PARCELS, AND NONMACHINABLE PARCELS**

**Flats**

	DBMC					
	DDU	DSCF	Zones 1 & 2	Zone 3	Zone 4	Zone 5
<b>Per Piece</b>	\$0.505	\$0.589	\$0.972	\$0.972	\$0.972	\$0.972
<b>Per Pound</b>	0.040	0.083	0.086	0.124	0.164	0.218

**Parcels and Nonmachinable Parcels**

	DBMC					
	DDU	DSCF	Zones 1 & 2	Zone 3	Zone 4	Zone 5
<b>Per Piece</b>	\$0.663	\$0.747	\$1.130	\$1.130	\$1.130	\$1.130
<b>Per Pound</b>	0.040	0.083	0.086	0.124	0.164	0.218

**SCHEDULE 522C NOTES**

1. For barcode discount, deduct \$0.03 per piece (machinable parcels and automatable flats only). Barcode discount is not available for carrier route parcels, or parcels entered at DDU or DSCF rates or DBMC mail entered at an ASF (except Phoenix, AZ, ASF); or flats entered at DDU rates, or carrier route rates.
2. A mailing fee of \$175.00 must be paid once each 12-month period to mail at any destination entry Bound Printed Matter rate.
3. The DDU rate is not available for flats that weigh 1 pound or less.

**PACKAGE SERVICES  
RATE SCHEDULE 522D**

**BOUND PRINTED MATTER  
CARRIER ROUTE RATES, DESTINATION ENTRY  
FLATS, PARCELS, AND NONMACHINABLE PARCELS**

**Flats**

	DBMC					
	DDU	DSCF	Zones 1 & 2	Zone 3	Zone 4	Zone 5
<b>Per Piece</b>	\$0.394	\$0.478	\$0.861	\$0.861	\$0.861	\$0.861
<b>Per Pound</b>	0.040	0.083	0.086	0.124	0.164	0.218

**Parcels and Nonmachinable Parcels**

	DBMC					
	DDU	DSCF	Zones 1 & 2	Zone 3	Zone 4	Zone 5
<b>Per Piece</b>	\$0.552	\$0.636	\$1.019	\$1.019	\$1.019	\$1.019
<b>Per Pound</b>	0.040	0.083	0.086	0.124	0.164	0.218

**SCHEDULE 522D NOTES**

1. A mailing fee of \$175.00 must be paid once each 12-month period to mail at any destination entry Bound Printed Matter rate.

**PACKAGE SERVICES  
RATE SCHEDULE 523**

**MEDIA MAIL**

	<b>Rate</b>
<b>First Pound</b>	
Single-Piece	\$2.13
5-Digit Presort	1.30
Basic Presort	1.80
<b>Each additional pound, through 7 pounds</b>	0.34
<b>Each additional pound, over 7 pounds</b>	0.34



**SCHEDULE 523 NOTES**

1. A mailing fee of \$175.00 must be paid once each 12-month period to mail at any Media Mail presorted rate.
2. For barcode discount, deduct \$0.03 per piece (machinable parcels only). Barcode discount is not available for pieces mailed at the 5-digit rate.

**PACKAGE SERVICES  
RATE SCHEDULE 524**

**LIBRARY MAIL**

	<b>Rate</b>
<b>First Pound</b>	
Single-Piece	\$2.02
5-Digit Presort	1.24
Basic Presort	1.71
<b>Each additional pound, through 7 pounds</b>	<b>0.32</b>
<b>Each additional pound, over 7 pounds</b>	<b>0.32</b>

**SCHEDULE 524**

1. A mailing fee of \$175.00 must be paid once each 12-month period to mail at any Library Mail presorted rate.
2. For barcode discount, deduct \$0.03 per piece (machinable parcels only). Barcode discount is not available for pieces mailed at the 5-digit rate.

**NEGOTIATED SERVICE AGREEMENTS  
HSBC NORTH AMERICA HOLDINGS INC. NSA  
RATE SCHEDULE 613A**

**(FIRST YEAR OF AGREEMENT)**

<b>Volume Block</b>	<b>Incremental Discounts</b>
615,000,001 to 655,000,000	2.5¢
655,000,001 to 675,000,000	3.0¢
675,000,001 to 695,000,000	3.5¢
695,000,001 to 715,000,000	4.0¢
715,000,001 to 735,000,000	4.5¢
735,000,001 and above	5.0¢

**HSBC NORTH AMERICA HOLDINGS INC. NSA  
RATE SCHEDULE 613B**

**(SECOND YEAR OF AGREEMENT)**

<b>Volume Block</b>	<b>Incremental Discounts</b>
725,000,001 to 765,000,000	2.5¢
765,000,001 to 785,000,000	3.0¢
785,000,001 to 805,000,000	3.5¢
805,000,001 to 825,000,000	4.0¢
825,000,001 to 845,000,000	4.5¢
845,000,001 and above	5.0¢

**HSBC NORTH AMERICA HOLDINGS INC. NSA  
RATE SCHEDULE 613C**

**(THIRD YEAR OF AGREEMENT)**

<b>Volume Block</b>	<b>Incremental Discounts</b>
810,000,001 to 850,000,000	2.5¢
850,000,001 to 870,000,000	3.0¢
870,000,001 to 890,000,000	3.5¢
890,000,001 to 910,000,000	4.0¢
910,000,001 to 930,000,000	4.5¢
930,000,001 and above	5.0¢

**HSBC NORTH AMERICA HOLDINGS INC. NSA  
RATE SCHEDULE 613D  
FOR ADJUSTED THRESHOLDS (A.T.)**

<b>Volume Block</b>	<b>Incremental Discounts</b>
A.T. to A.T. + 40,000,000	2.5¢
A.T. + 40,000,001 to A.T. + 60,000,000	3.0¢
A.T. + 60,000,001 to A.T. + 80,000,000	3.5¢
A.T. + 80,000,001 to A.T. + 100,000,000	4.0¢
A.T. + 100,000,001 to A.T. + 120,000,000	4.5¢
A.T. + 120,000,001 and above	5.0¢

**BOOKSPAN NSA  
RATE SCHEDULE 620A**

**(FIRST YEAR OF AGREEMENT)**

<b>Volume Block<sup>1</sup></b>	<b>Incremental Discounts</b>
87,000,001 to 120,000,000	2.0¢
120,000,001 to 150,000,000	3.0¢

<sup>1</sup> Volume block beginning and ending thresholds are subject to adjustment for mergers or acquisitions by adding the new entities' volume in accordance with DMCS § 620.24.



**BOOKSPAN NSA  
RATE SCHEDULE 620B**

**(SECOND YEAR OF AGREEMENT)**

<b>Volume Block<sup>1</sup></b>	<b>Incremental Discounts</b>
85,000,001 to 110,000,000	2.0¢
110,000,001 to 150,000,000	3.0¢

<sup>1</sup> Volume block beginning and ending thresholds are subject to adjustment for mergers or acquisitions by adding the new entities' volume in accordance with DMCS § 620.24.

**BOOKSPAN NSA  
RATE SCHEDULE 620C**

**(THIRD YEAR OF AGREEMENT)**

<b>Volume Block<sup>1</sup></b>	<b>Incremental Discounts</b>
94,000,001 to 100,000,000	1.0¢
100,000,001 to 120,000,000	2.0¢
120,000,001 to 150,000,000	3.0¢

<sup>1</sup> Volume block beginning and ending thresholds are subject to adjustment for mergers or acquisitions by adding the new entities' volume in accordance with DMCS § 620.24.

**BRADFORD GROUP NSA  
RATE SCHEDULE 621A  
(FIRST YEAR OF AGREEMENT)  
ELIGIBLE STANDARD MAIL LETTERS**

<b>Volume Block<sup>1</sup></b>	<b>Incremental Discounts</b>
147,000,000 to 157,000,000	1.5¢
157,000,001 to 167,000,000	2.0¢
167,000,001 to 177,000,000	2.5¢
177,000,001 to 183,000,000	3.0¢

**ELIGIBLE STANDARD MAIL FLATS**

<b>Volume Block<sup>1</sup></b>	<b>Incremental Discounts</b>
53,500,000 to 55,500,000	1.0¢
55,500,001 to 57,500,000	1.2¢
57,500,001 to 59,500,000	1.5¢
59,500,001 to 61,500,000	2.0¢

<sup>1</sup> Volume block beginning and ending thresholds are subject to adjustment for mergers, acquisitions, sales, or closures in accordance with DMCS § 621.24.

**BRADFORD GROUP NSA  
RATE SCHEDULE 621B**

**(SECOND YEAR OF AGREEMENT)**

**ELIGIBLE STANDARD MAIL LETTERS**

<b>Volume Block<sup>1</sup></b>	<b>Incremental Discounts</b>
147,000,000 to 157,000,000	1.5¢
157,000,001 to 167,000,000	2.0¢
167,000,001 to 177,000,000	2.5¢
177,000,001 to 183,000,000	3.0¢

**ELIGIBLE STANDARD MAIL FLATS**

<b>Volume Block<sup>1</sup></b>	<b>Incremental Discounts</b>
54,500,000 to 56,500,000	1.0¢
56,500,001 to 58,500,000	1.2¢
58,500,001 to 60,500,000	1.5¢
60,500,001 to 62,500,000	2.0¢

<sup>1</sup> Volume block beginning and ending thresholds are subject to adjustment for mergers, acquisitions, sales, or closures in accordance with DMCS § 621.24.

**BRADFORD GROUP NSA  
RATE SCHEDULE 621C  
(THIRD YEAR OF AGREEMENT)  
ELIGIBLE STANDARD MAIL LETTERS**

<b>Volume Block<sup>1</sup></b>	<b>Incremental Discount</b>
147,000,000 to 157,000,000	1.5¢
157,000,001 to 167,000,000	2.0¢
167,000,001 to 177,000,000	2.5¢
177,000,001 to 183,000,000	3.0¢

**ELIGIBLE STANDARD MAIL FLATS**

<b>Volume Block<sup>1</sup></b>	<b>Incremental Discount</b>
57,000,000 to 59,000,000	1.0¢
59,000,001 to 61,000,000	1.2¢
61,000,001 to 63,000,000	1.5¢
63,000,001 to 65,000,000	2.0¢

<sup>1</sup> Volume block beginning and ending thresholds are subject to adjustment for mergers, acquisitions, sales, or closures in accordance with DMCS § 621.24.

**BANK OF AMERICA CORPORATION NSA  
RATE SCHEDULE 630A  
(FIRST-CLASS MAIL IMPROVED MAIL PROCESSING PERFORMANCE)**

<b>Incremental Improvement</b>	<b>Rate Incentive (per piece)</b>
0.1%	\$0.00032
0.2%	\$0.00065
0.3%	\$0.00097
0.4%	\$0.00129
0.5%	\$0.00162
0.6%	\$0.00194
0.7%	\$0.00227
0.8%	\$0.00260
0.9%	\$0.00292
1.0%	\$0.00325
1.1%	\$0.00358
1.2%	\$0.00391
1.3%	\$0.00424
1.4%	\$0.00457
1.5%	\$0.00483
1.6%	\$0.00506
1.7%	\$0.00529
1.8%	\$0.00552
1.9%	\$0.00575

**SCHEDULE 630A NOTES**

1. All discounts will be paid in the form of a refund at the end of each Postal Fiscal Quarter in accordance with section 630.4 of the Domestic Mail Classification Schedule (DMCS).
2. Per-piece rate incentives deducted from per-piece rates for letter-rated items in Rate Schedule 221.

**BANK OF AMERICA CORPORATION NSA  
RATE SCHEDULE 630B  
(FIRST-CLASS MAIL REDUCED RETURN RATES)**

<b>Incremental Improvement</b>	<b>Rate Incentive Schedule A (per piece)</b>	<b>Rate Incentive Schedule B (per piece)</b>
10.0%	\$0.00022	\$0.00360
20.0%	\$0.00037	\$0.00390
30.0%	\$0.00053	\$0.00420
40.0%	\$0.00068	\$0.00450
50.0%	\$0.00083	\$0.00480
60.0%	\$0.00099	\$0.00510
70.0%	\$0.00114	\$0.00540
80.0%	\$0.00130	\$0.00570
90.0%	\$0.00145	\$0.00600



**SCHEDULE 630B NOTES**

1. All discounts will be paid in the form of a refund at the end of each Postal Fiscal Quarter in accordance with section 630.4 of the Domestic Mail Classification Schedule (DMCS).
2. Per-piece rate incentives deducted from per-piece rates for letter-rated items in Rate Schedule 221.

**BANK OF AMERICA CORPORATION NSA  
RATE SCHEDULE 630C  
(FIRST-CLASS MAIL REDUCED FORWARDING RATES)**

<b>Incremental Improvement</b>	<b>Rate Incentive (per piece)</b>
10%	\$0.00013
20%	\$0.00030
30%	\$0.00047
40%	\$0.00064
50%	\$0.00081
60%	\$0.00098
70%	\$0.00116
80%	\$0.00133
90%	\$0.00150

**SCHEDULE 630C NOTES**

1. All discounts will be paid in the form of a refund at the end of each Postal Fiscal Quarter in accordance with section 630.4 of the Domestic Mail Classification Schedule (DMCS).
2. Per-piece rate incentives deducted from per-piece rates for letter-rated items in Rate Schedule 221.

**BANK OF AMERICA CORPORATION NSA  
RATE SCHEDULE 630D  
(STANDARD MAIL LETTERS  
IMPROVED MAIL PROCESSING PERFORMANCE)**

<b>Incremental Improvement</b>	<b>Rate Incentive (per piece)</b>
0.1%	\$0.00024
0.2%	\$0.00049
0.3%	\$0.00073
0.4%	\$0.00097
0.5%	\$0.00122
0.6%	\$0.00146
0.7%	\$0.00171
0.8%	\$0.00195
0.9%	\$0.00220
1.0%	\$0.00244
1.1%	\$0.00269
1.2%	\$0.00294
1.3%	\$0.00319
1.4%	\$0.00343
1.5%	\$0.00363
1.6%	\$0.00379
1.7%	\$0.00396
1.8%	\$0.00419
1.9%	\$0.00466

**SCHEDULE 630D NOTES**

1. All discounts will be paid in the form of a refund at the end of each Postal Fiscal Quarter in accordance with section 630.4 of the Domestic Mail Classification Schedule (DMCS).
2. Per-piece rate incentives deducted from per-piece rates for letter-rated items in Rate Schedules 321B or 322.

**BANK OF AMERICA CORPORATION NSA  
RATE SCHEDULE 630E  
(STANDARD MAIL LETTERS  
REDUCED UNDELIVERABLE-AS-ADDRESSED RATES)**

<b>Incremental Improvement</b>	<b>Rate Incentive (per piece)</b>
10%	\$0.00040
20%	\$0.00060
30%	\$0.00100
40%	\$0.00110
50%	\$0.00130
60%	\$0.00150
70%	\$0.00170
80%	\$0.00170
90%	\$0.00170

**SCHEDULE 630E NOTES**

1. All discounts will be paid in the form of a refund at the end of each Postal Fiscal Quarter in accordance with section 630.4 of the Domestic Mail Classification Schedule (DMCS).
2. Per-piece rate incentives deducted from per-piece rates for letter-rated items in Rate Schedule 321B or 322.

**FEE SCHEDULES**

**FEE SCHEDULE 911**

**ADDRESS CORRECTIONS**

<b>Description</b>	<b>Fee</b>
Manual correction, each	\$0.50
Electronic correction, each	
First-Class Mail	0.06
Other	0.25
Automated correction (Letters Only)	
First-Class Mail	
First two notices, each <sup>1</sup>	0.00
Additional notices, each <sup>2</sup>	0.05
Standard Mail	
First two notices, each <sup>1</sup>	0.02
Additional notices, each <sup>2</sup>	0.15



**SCHEDULE 911 NOTES**

1. For a given address change.
2. After the second notice for a given address change.

**FEE SCHEDULE 912**

**ZIP CODING OF MAILING LISTS**

<b>Description</b>	<b>Fee</b>
Per 1,000 addresses, or fraction	\$110.00

**CORRECTION OF MAILING LISTS**

<b>Description</b>	<b>Fee</b>
Per submitted address	\$0.33
Minimum charge per list (30 items)	9.90

**ADDRESS CHANGES FOR ELECTION BOARDS  
AND REGISTRATION COMMISSIONS**

<b>Description</b>	<b>Fee</b>
Per change of address	\$0.32

**SEQUENCING OF ADDRESS CARDS**

<b>Description</b>	<b>Fee</b>
Per correction	\$0.33
Insertion of blanks	0.00

**SCHEDULE 912 NOTES**

1. When rural routes have been consolidated or changed to another post office, no charge will be made for correction if the list contains only names of persons residing on the routes involved.

**FEE SCHEDULE 921**

**POST OFFICE BOXES AND CALLER SERVICE**

**I. Post Office Boxes**

**Semi-annual Box Fees**

Box Size	Fee Group							
	1	2	3	4	5	6	7	E
1	\$ 42.00	\$ 35.00	\$ 28.00	\$ 20.00	\$ 18.00	\$ 13.00	\$ 10.00	\$ 0.00
2	64.00	54.00	46.00	34.00	26.00	20.00	16.00	0.00
3	118.00	94.00	84.00	52.00	48.00	35.00	28.00	0.00
4	242.00	184.00	150.00	102.00	88.00	62.00	48.00	0.00
5	390.00	326.00	250.00	196.00	148.00	110.00	86.00	0.00

**Key Duplication and Lock Charges**

Description	Fee
Key duplication or replacement	\$ 6.00
Post office box lock replacement	14.00

**II. Caller Service**

Semi-annual Caller Service Fees

Group 1	630.00
Group 2	550.00
Group 3	485.00
Group 4	475.00
Group 5	465.00
Group 6	415.00
Group 7	370.00
Annual Call Number Reservation Fee	38.00

**SCHEDULE 921 NOTES**

1. When the Postal Service determines not to provide carrier delivery to a customer's physical address or business location that constitutes a potential carrier delivery point, as defined by the Postal Service, that customer becomes eligible for one post office box at the Group E fee.
2. Box Size 1 = under 296 cubic inches; 2 = 296-499 cubic inches; 3 = 500-999 cubic inches; 4 = 1000-1999 cubic inches; 5 = 2000 cubic inches and larger.

**FEE SCHEDULE 931**

**BUSINESS REPLY MAIL**

<b>Description</b>	<b>Fee</b>
<b>Regular (no account maintenance fee)</b>	
Permit fee (per year)	\$175.00
Per-piece charge	0.70
<b>Regular (with account maintenance fee)</b>	
Permit fee (per year)	175.00
Account maintenance fee (per year)	550.00
Per-piece charge	0.08
<b>Qualified Business Reply Mail, low-volume</b>	
Permit fee (per year)	175.00
Account maintenance fee (per year)	550.00
Per-piece charge, basic	0.05
<b>Qualified Business Reply Mail, high-volume</b>	
Permit fee (per year)	175.00
Account maintenance fee (per year)	550.00
Quarterly fee	1,800.00
Per-piece charge, high-volume	0.005
<b>Bulk Weight Averaged</b>	
Permit fee (per year)	175.00
Account maintenance fee (per year)	550.00
Per-piece charge, bulk weight averaged	0.011
Monthly maintenance fee	900.00

**FEE SCHEDULE 932**

**MERCHANDISE RETURN SERVICE**

<b>Description</b>	<b>Fee</b>
Permit fee (per year)	\$175.00
Account maintenance fee (per year)	550.00
Per-piece charge	0.00

**FEE SCHEDULE 933**

***RESERVED***



**FEE SCHEDULE 934**

***RESERVED***

**FEE SCHEDULE 935**

**BULK PARCEL RETURN SERVICE**

<b>Description</b>	<b>Fee</b>
Permit fee (per year)	\$175.00
Account maintenance fee (per year)	550.00
Per-piece charge	2.10

**FEE SCHEDULE 936**

**SHIPPER PAID FORWARDING**

<b>Description</b>	<b>Fee</b>
Account maintenance fee (per year)	\$550.00

**FEE SCHEDULE 937**

**PREMIUM FORWARDING SERVICE**

<b>Description</b>	<b>Fee</b>
Enrollment fee	\$10.00
Weekly reshipment fee	\$ 11.95

**FEE SCHEDULE 941**

**CERTIFIED MAIL**

<b>Description</b>	<b>Fee</b>
Fee per piece, in addition to postage	\$2.65

**FEE SCHEDULE 942**

**REGISTERED MAIL**

<b>Declared Value</b>	<b>Fee</b>	
	(in addition to postage)	
\$ 0.00 .....	\$9.50	
0.01 to 100 .....	10.15	
100.01 to 500 .....	11.25	
500.01 to 1,000 .....	12.35	
1,000.01 to 2,000 .....	13.45	
2,000.01 to 3,000 .....	14.55	
3,000.01 to 4,000 .....	15.65	
4,000.01 to 5,000 .....	16.75	
5,000.01 to 6,000 .....	17.85	
6,000.01 to 7,000 .....	18.95	
7,000.01 to 8,000 .....	20.05	
8,000.01 to 9,000 .....	21.15	
9,000.01 to 10,000 .....	22.25	
10,000.01 to 11,000 .....	23.35	
11,000.01 to 12,000 .....	24.45	
12,000.01 to 13,000 .....	25.55	
13,000.01 to 14,000 .....	26.65	
14,000.01 to 15,000 .....	27.75	
15,000.01 to 16,000 .....	28.85	
16,000.01 to 17,000 .....	29.95	
17,000.01 to 18,000 .....	31.05	
18,000.01 to 19,000 .....	32.15	
19,000.01 to 20,000 .....	33.25	
20,000.01 to 21,000 .....	34.35	
21,000.01 to 22,000 .....	35.45	
22,000.01 to 23,000 .....	36.55	
23,000.01 to 24,000 .....	37.65	
24,000.01 to 25,000 .....	38.75	
25,000.01 to \$15 million .....	38.75	plus \$1.10 handling charge for each \$1,000 or fraction thereof over \$25,000.00
Over \$15 million .....	16,511.25	plus amount determined by the Postal Service based on weight, space, and value

**SCHEDULE 942 NOTES**

1. Articles with a declared value of more than \$25,000 can be registered, but compensation for loss or damage is limited to \$25,000.

**FEE SCHEDULE 943**

**INSURANCE**

<b>Description</b>	<b>Fee</b>
<b>Express Mail Insurance</b>	
<b>Merchandise coverage</b>	
\$0.01 to 100.00	\$0.00
100.01 to 200.00	0.75
200.01 to 500.00	2.10
500.01 to 5,000.00	\$2.10 plus \$1.35 for each \$500 or fraction thereof over \$500.00
 <b>Document reconstruction coverage</b>	
\$0.00 to 100.00	0.00
 <b>Regular Insurance</b>	
<b>Amount of coverage</b>	
\$0.01 to 50.00	1.65
50.01 to 100.00	2.05
100.01 to 200.00	2.45
200.01 to 300.00	4.60
300.01 to 5,000.00	\$4.60 plus \$.90 for each \$100 or fraction thereof over \$300.00
 <b>Bulk Insurance</b>	
<b>Amount of coverage</b>	
\$0.01 to 50.00	0.85
50.01 to 100.00	1.25
100.01 to 200.00	1.65
200.01 to 300.00	3.80
300.01 to 5,000.00	\$3.80 plus \$.90 for each \$100 or fraction thereof over \$300.00



**SCHEDULE 943 NOTES**

1. Fees for bulk insurance represent a discount of \$0.80.

**FEE SCHEDULE 944**

**COLLECT ON DELIVERY**

<b>Description</b>	<b>Fee</b>
Amount to be collected, or Insurance Coverage Desired	
\$ 0.01 to \$ 50.....	\$5.10
50.01 to 100.....	6.25
100.01 to 200.....	7.40
200.01 to 300.....	8.55
300.01 to 400.....	9.70
400.01 to 500.....	10.85
500.01 to 600.....	12.00
600.01 to 700.....	13.15
700.01 to 800.....	14.30
800.01 to 900.....	15.45
900.01 to 1000.....	16.60
Notice of nondelivery .....	3.40
Alteration of COD charges .....	3.40
Designation of new addressee .....	3.40
Registered COD .....	4.55

**FEE SCHEDULE 945**

**RETURN RECEIPTS**

<b>Description</b>	<b>Fee</b>
<b>Return Receipt</b>	
<b>Requested at time of mailing</b>	
Original signature	\$2.15
Copy of signature (electronic)	0.85
<b>Requested after mailing</b>	3.80
<b>Return Receipt for Merchandise</b>	
Requested at time of mailing	\$3.50
Delivery record	3.80

**FEE SCHEDULE 946**

**RESTRICTED DELIVERY**

<b>Description</b>	<b>Fee</b>
Per piece	\$4.10

**FEE SCHEDULE 947****CERTIFICATE OF MAILING**

<b>Description</b>	<b>Fee</b>
<b>Individual Pieces</b>	
Original certificate of mailing for listed pieces of all classes of ordinary mail	\$1.05
Three or more pieces individually listed in a firm mailing book or an approved customer provided manifest (per piece)	0.35
Each additional copy of original certificate of mailing or original mailing receipt for registered, insured, certified, and COD mail (each copy)	1.05
<b>Bulk</b>	
Identical pieces of First-Class and Standard Mail paid with ordinary stamps, precanceled stamps, or meter stamps are subject to the following fees:	
Up to 1,000 pieces (one certificate for total number)	5.50
Each additional 1,000 pieces or fraction	0.60
Duplicate copy	1.05

**FEE SCHEDULE 948**

**DELIVERY CONFIRMATION**

<b>Description</b>	<b>Fee</b>
<b>First-Class Mail Letters and Sealed Parcels</b>	
Electronic	\$0.18
Retail	0.75
<b>Priority Mail</b>	
Electronic	0.00
Retail	0.65
<b>Standard Mail</b>	
Electronic	0.18
<b>Package Services Parcel Select</b>	
Electronic	0.00
<b>Other Package Services</b>	
Electronic	0.18
Retail	0.75

**FEE SCHEDULE 949**

**SIGNATURE CONFIRMATION**

<b>Description</b>	<b>Fee</b>
<b>First-Class Mail Letters and Sealed Parcels</b>	
Electronic	\$1.75
Retail	2.10
<b>Priority Mail</b>	
Electronic	1.75
Retail	2.10
<b>Package Services</b>	
Electronic	1.75
Retail	2.10

**FEE SCHEDULE 951**

**PARCEL AIR LIFT**

<b>Description</b>	<b>Fee</b>
<b>For pieces weighing:</b>	
Not more than 2 pounds	\$0.50
Over 2 but not more than 3 pounds	\$1.00
Over 3 but not more than 4 pounds	\$1.45
Over 4 but not more than 30 pounds	\$2.00



**FEE SCHEDULE 952**

**SPECIAL HANDLING**

<b>Description</b>	<b>Fee</b>
<b>For pieces weighing:</b>	
Not more than 10 pounds	\$6.90
More than 10 pounds	9.60

**FEE SCHEDULE 961**

**STAMPED ENVELOPES**

<b>Description</b>	<b>Fee</b>
<b>Plain stamped envelopes</b>	
Basic, size 6-3/4, each	\$0.09
Basic, size 6-3/4, 500	14.50
Basic, over size 6-3/4, each	0.09
Basic, over size 6-3/4, 500	16.50
<b>Personalized stamped envelopes</b>	
Basic, size 6-3/4, 50	4.25
Basic, size 6-3/4, 500	20.00
Basic, over size 6-3/4, 50	4.25
Basic, over size 6-3/4, 500	23.00

**FEE SCHEDULE 962**

**STAMPED CARDS**

<b>Description</b>	<b>Fee</b>
Single card	\$0.02
Double reply-paid card	0.04
Sheet of 40 cards (uncut)	0.80

**FEE SCHEDULE 963**

**PREMIUM STAMPED STATIONERY**

Fee per unit

Minimum: 2 times the First-Class Mail Letters first ounce single-piece rate imprinted on the stationery

Maximum: 3 times the First-Class Mail Letters first ounce single-piece rate imprinted on the stationery

## FEE SCHEDULE 964

### PREMIUM STAMPED CARDS

Fee per card

Minimum:	1 times the First-Class Mail Cards Regular single-piece rate imprinted on the card
Maximum:	3 times the First-Class Mail Cards Regular single-piece rate imprinted on the card

**FEE SCHEDULE 971**

**MONEY ORDERS**

<b>Description</b>	<b>Fee</b>
<b>Domestic (\$0.01 to \$500.00)</b>	\$1.05
<b>Domestic (\$500.01 to \$1,000.00)</b>	1.50
<b>APO/FPO (\$0.01 to \$1,000.00)</b>	0.30
Inquiry, including a copy of paid money order	5.00

**FEE SCHEDULE 991****CONFIRM**

<b>Description</b>	<b>Fee</b>
<b>Silver</b>	
Subscription Fee (3 months)	\$2,000.00
Additional Scans (block of 2 million)	500.00
<b>Gold</b>	
Subscription Fee (12 months)	6,000.00
Additional Scans (block of 6 million)	750.00
<b>Platinum</b>	
Subscription Fee (12 months)	19,500.00
<b>Additional ID Codes</b>	
Annual	2,000.00
Quarterly	750.00

**FEE SCHEDULE 1000**

**MISCELLANEOUS FEES**

<b>Description</b>	<b>Fee</b>
First-Class Presorted Mailing Fee (per year)	\$175.00
Standard Mail Mailing Fee (per year)	175.00
Periodicals	
A. Original Entry	500.00
B. Additional Entry	75.00
C. Re-entry	55.00
D. Registration for News Agents	45.00
Parcel Select Mailing Fee (per year)	175.00
Bound Printed Matter: Destination Entry Mailing Fee (per year)	175.00
Media Mail Presorted Mailing Fee (per year)	175.00
Library Mail Presorted Mailing Fee (per year)	175.00
Authorization to Use Permit Imprint (one-time only)	175.00
Account Maintenance Fee (per year)	550.00
Permit Fee (per year)	175.00
Parcel Return Service Account Maintenance Fee (per year)	550.00
Parcel Return Service Permit Fee (per year)	175.00
Change of Address Service	1.00