

A**absentee balloting materials, 703.8.0****accelerated reply mail, 508.5.8****additional entry for Periodicals, 707.30.0**

authorization, 707.30.2

cancellation, 707.30.5

fee, 707.1.4

address correction services, 507.4.0**address element correction, 507.7.4, 507.7.5****Address Information System (AIS) products, 509.1.0****address labels**

detached address labels (DALs), 602.4.0

Periodicals, 707.3.2.2

address lists

accuracy, 708.3.0

verification of, 708.3.5

address placement, 602.1.0

cards, 102.1.0, 202.2.0

letters, 102.1.2, 202.2.0

parcels, 102.3.3

Periodicals, 707.3.3.3

address quality standards, flats

automation

First-Class Mail, 333.5.1

Standard Mail, 343.7.1

barcoded pieces, 333.5.4, 343.7.3, 363.6.3

carrier route

Bound Printed Matter, 363.5.3

carrier route code accuracy, 343.6.2, 363.5.3

enhanced carrier route, 343.6.1.2

general standards

Bound Printed Matter, 363.3.1

First-Class Mail, 333.3.3

Standard Mail, 343.3.3

Move Update, 333.3.5

ZIP Code accuracy

Bound Printed Matter, 363.4.3

First-Class Mail, 333.3.6

Standard Mail, 343.3.8

address quality standards, general

Alternative Addressing Format, 602.3.0

Coding Accuracy Support System (CASS), 708.3.0

address quality standards, letters and cards

automation

First-Class Mail, 233.5.1

Standard Mail, 243.7.1

automation enhanced carrier route, 243.6.5.1

barcoded pieces

First-Class Mail, 233.5.4

Standard Mail, 243.7.4

carrier route code accuracy

First-Class Mail, 233.5.2

Standard Mail, 243.6.2

enhanced carrier route, 243.6.1.2

general standards

First-Class Mail, 233.3.0

Standard Mail, 243.5.1

Move Update, 233.3.5

ZIP Code accuracy

First-Class Mail, 233.3.6

Standard Mail, 243.3.8

address quality standards, parcels

carrier route code accuracy

Bound Printed Matter, 463.5.2

Standard Mail, 443.6.2

enhanced carrier route, 443.6.1

general standards

Bound Printed Matter, 463.5.1

First-Class Mail, 433.3.0

Standard Mail, 443.5.1

Move Update, 433.3.5

ZIP Code accuracy

Bound Printed Matter, 463.4.3

First-Class Mail, 433.3.6

Standard Mail, 443.3.8

address quality standards, Periodicals

barcoded/automation, 707.14.1.1

carrier route, 707.13.1.2

general, 707.12.1.2

address sequencing services, 507.8.0**address services**

Address Change Service (ACS), 507.4.2

address correction, 507.4.1

carrier route schemes, 507.9.4

Delivery Statistics Product, 507.9.1

FASTforward, 507.4.3

mailing list services, 507.7.0

fees, 507.7.1

sequencing for cards and electronic files, 507.8.0

fees, 507.8.1

addressee, See *recipient services*

addressing

See also *address placement*

alternative addressing formats, [602.3.0](#)

automation mailings

letters

First-Class Mail, [233.5.4](#)

Standard Mail, [243.7.4](#)

flats

Bound Printed Matter, [363.6.3](#)

First-Class Mail, [333.5.4](#)

Standard Mail, [343.7.3](#)

Periodicals, [707.14.4](#)

change of address, [507.2.1](#)

commercial mail receiving agencies, [602.2.3](#)

content, [602.1.4](#), [602.1.5](#)

detached address labels (DALs), [602.4.0](#)

elements of a complete address, [602.1.4](#), [602.1.5](#)

exceptional address, [602.3.4](#)

military mail, [703.2.2](#)

“occupant”-style addressing, [602.3.3.1](#)

Periodicals, [707.3.2](#)

return address, [602.1.5](#)

simplified address, [602.3.2](#)

ZIP Code, [602.1.8](#)

advance deposit account, [604.6.4](#)**advertising**

nonprofit and classroom Periodicals, [707.10.1.3](#)

nonprofit Standard Mail, [703.1.6](#)

pandering, [508.8.1](#)

Periodicals, [707.4.13](#)

sexually-oriented material, [508.9.0](#)

aerosols, [601.2.5](#)**agriculture**

Science-of-Agriculture, [707.1.2](#), [707.11.2](#)

State Departments of Agriculture, [707.6.3](#)

USDA, [703.7.3.2](#)

air transportation prohibitions for hazardous materials, [601.10.10](#)**Alternate Mailing System (AMS), [705.4.0](#)****ancillary service endorsements**

address service requested, [507.1.0](#)

change service requested, [507.1.0](#)

class of mail, explanation by, [507.1.0](#)

BPRS Standard Mail, [507.1.5.3k](#).

Express Mail, [507.1.5.5](#)

First-Class Mail and Priority Mail, [507.1.5.1](#)

Standard Mail, [507.1.5.3](#)

Package Services, [507.1.5.4](#)

Periodicals, [507.1.5.2](#)

clear space

flats, [302.4.4](#)

letters and cards, [202.4.4](#)

parcels, [402.3.4](#)

retail, [102.4.4](#)

electronic service requested, [507.1.0](#)

forwarding service requested, [507.1.0](#)

placement on the mailpiece

flats, [302.4.0](#)

letters and cards, [202.4.0](#)

parcels, [402.3.0](#)

retail, [102.4.0](#)

return service requested, [507.1.0](#)

temp-return service requested, [507.1.0](#)

type size

ACS participant codes, [507.4.2.5](#)

flats, [302.4.4](#)

letters and cards, [202.4.4](#)

parcels, [402.3.4](#)

retail, [102.4.4](#)

with return address

flats, [302.4.0](#)

letters and cards, [202.4.0](#)

parcels, [402.3.3](#)

animals

adult fowl, [601.9.3.4](#)

bees, [601.9.3.7](#)

cold-blooded, [601.9.3.3](#)

container for mailing, [601.9.3.10](#)

day-old poultry, [601.9.3.2](#)

dead, [601.9.4](#)

furs or pelts, [601.9.5](#)

insects, [601.9.3.8](#)

nonmailable, [601.9.7](#)

scorpions, [601.9.3.9](#)

special permits for animals mailed to Pacific islands, [601.9.3.6](#)

warm-blooded, [601.9.3.5](#)

APO, See *military mail***appeals for decision made about mailing standards, [607.2.0](#)****appeals for Post Office box and caller service, [508.4.9.3](#), [508.5.7.3](#)****Armed Forces, mail sent by, [703.4.0](#)****aspect ratio, [201.3.7](#)****Automated Flat Sorting Machine 100 (AFSM 100),
See *automation flats***

automation cards, 201.3.0

automation discount, 243.4.2
 enclosed in letters, 201.3.14
 labels, 201.3.13
 mail preparation
 First-Class Mail, 235.6.0
 Standard Mail, 245.7.0
 size, 201.1.0
 tabs and wafer seals, 201.3.10

automation flats, general 301.3.0

addressing
 Bound Printed Matter, 363.6.0
 First-Class Mail, 333.5.4
 Standard Mail, 343.7.3,
 attachments, 301.3.6.2
 automation discount, 346.4.2
 Bound Printed Matter, 363.6.0
 First-Class Mail, 301.3.0, 333.5.0
 labels, 301.3.7
 mail preparation
 First-Class Mail, 335.6.0
 Standard, 345.7.0
 Bound Printed Matter, 365.7.0
 polywrap, 301.3.3
 Periodicals, 707.14.0
 addressing, 707.14.4
 mail preparation, 707.25.0
 reply mail enclosed in an automation flat, 201.3.15
 size, 301.3.0
 size, 301.3.2
 staples, 301.3.4.2
 Standard Mail, 343.7.0
 tabs and wafer seals, 301.3.4
 uniformity, 301.3.6

automation letters, general 201.3.0

addressing
 First-Class Mail, 233.5.4
 Standard Mail, 243.7.4
 automation discount, 243.4.2
 First-Class Mail, 201.3.4, 233.5.0
 enhanced carrier route, 243.6.1
 heavy letters, 201.3.14.4, 243.6.4.1
 labels, 201.3.12
 mail preparation
 First-Class Mail, 235.6.0
 Standard Mail, 245.7.0
 Periodicals, 707.14.0
 addressing, 707.14.4
 mail preparation, 707.24.0
 reply mail enclosed in an automation letter, 201.3.15
 size, 201.3.2
 Standard Mail, 201.3.5, 243.7.0
 tabs and wafer seals, 201.3.10

automation mailings, general

different payment methods, 705.5.0
 reply mail enclosed in mailing, 201.3.15

automation parcels, See *barcoded parcels***B****ballots, 703.8.0****balloon price**

Parcel Post, 101.7.1
 Priority Mail, 101.5.3

barcoded parcels, 708.5.0**barcodes**

address block, inside
 flats, 302.5.6
 letters, 202.5.7
 barcode clear zone
 letters, 202.5.1
 machinable parcels, 402.4.2
 certification, 708.4.6
 container labels, 708.6.0
 dimensions and spacing, 708.4.2.5
 flats, 302.5.0, 708.4.0
 human-readable information, 708.5.10
 inserts, 202.5.8
 letters and cards, 202.5.0, 708.4.0
 parcels, 402.4.1, 708.5.0
 reflectance, 708.4.4
 sack labels, 708.6.2, 708.6.4
 second barcode on flats, 302.5.3
 skew, 708.4.5
 tray labels, 708.6.2, 708.6.3
 types of barcodes
 5-digit barcode, 708.4.2.2
 letters, 202.5.4
 flats, 302.5.4
 concatenated, 708.5.3
 Confirm, 503.13.3
 Delivery Confirmation, 503.9.4, 708.5.3
 delivery point barcode (DPBC), 708.4.2.4
 flats, 302.5.5
 letters, 202.5.6
 Four-State Customer Barcode, *See Intelligent Mail barcode*
 integrated, 708.5.3
 Intelligent Mail barcode, 708.4.3
 PLANET Code barcode, 503.13.3
 POSTNET barcode, 708.4.2
 Signature Confirmation, 708.5.3, 503.10.4
 USS Code, 708.5.1
 GS1-128, 708.5.1
 ZIP+4 barcode
 flats, 302.5.4
 general, 708.4.2.3
 letters, 202.5.4

window envelope, [202.5.9](#) – [202.5.11](#)

batteries

battery-powered devices, [601.11.17](#)

lithium, [601.10.20](#)

primary (non-rechargeable) cells, [601.10.20.5](#)

secondary (rechargeable) cells, [601.10.20.6](#)

nonspillable batteries, [601.10.19.4](#)

beer, [601.11.7](#)

bees, [601.9.3.7](#)

bills and invoices

Express Mail

retail, [113.3.0](#)

commercial, [413.2.0](#)

First-Class Mail

commercial flats, [333.2.2](#)

commercial letters, [233.2.2](#)

commercial parcels, [433.2.2](#)

retail mail, [133.3.2](#)

Priority Mail, [123.3.0](#)

solicitations in guise of, [601.12.1](#)

biological products, [601.10.17.2b](#)

bird stamp, for hunting migratory birds, [509.2.1](#)

blind, free matter for, [703.5.0](#)

what may be mailed, [703.5.2](#), [703.5.3](#)

who is qualified, [703.5.1.3](#)

blood, [601.10.17](#)

book price, See *Media Mail, general*

books

packaging for mailing, [601.7.2](#)

Bound Printed Matter, commercial flats

annual destination entry mailing fee, [366.3.4](#)

attachments, [363.3.3](#)

barcoded flats, [301.3.2](#)

carrier route accuracy, [363.5.3](#)

cobundling, [705.11.4](#)

combined with other classes of mail, [703.9.0](#)

combined with other Package Services, [705.7.0](#)

computing postage, [363.1.0](#)

content standards, [363.2.0](#)

cotraying and cosacking bundles, [705.9.4](#)

deposit, [366.3.9](#)

appeals, [366.3.9.11](#)

nonpresorted pieces, [366.1.1](#)

scheduling appointments, [366.3.9.3](#)

verification, [366.2.1](#)

destination entry discount, [366.3.0](#)

documentation, [364.2.0](#)

carrier route mail, [364.2.6](#)

facsimile postage statements, [364.2.9](#)

machinable mail, [364.2.3](#)

multiple mailings, [364.2.8](#)

standard format, [364.2.6](#)

drop shipments, [366.2.6](#)

eligibility, [363](#)

barcoded pieces, [363.6.0](#)

basic, [363.3.0](#)

carrier route, [363.5.0](#)

machinable, [363.5.0](#)

enclosures, [363.3.3](#)

entry

DBMC entry, [366.4.0](#)

DDU entry, [366.6.0](#)

destination entry, [366.3.0](#)

verification, [366.2.1](#)

DSCF entry, [366.5.0](#)

general standards, [301.2.3.1](#)

invoices, [363.3.3.1](#)

markings required on mailpiece, [302.1.0](#), [302.3.2.2](#)

postage payment options, [364.1.0](#)

preparation of mail, [365](#)

barcoded flats, [365.7.0](#)

carrier route flats, [365.6.0](#)

bundling, [365.2.0](#), [465.2.0](#)

bundles of flats on pallets, [705.8.10.4](#)

bundling for mail on pallets, [705.8.9.5](#)

presorted flats, [365.5.0](#)

sacks of flats on pallets, [705.8.10.4](#)

machinable mail, [365.7.0](#)

optional endorsement lines, [365.2.11](#)

carrier route info lines, [365.2.11](#)

sacks, [365.3.0](#)

prices and fees, [363.1.0](#)

price eligibility

barcoded flats, [363.6.1](#)

carrier route prices, [363.4.1](#)

DBMC prices, [366.4.0](#)

DDU prices, [366.6.0](#)

DSCF prices, [366.5.0](#)

nonpresorted prices, [363.1.1](#)

presorted prices, [363.5.0](#)

size, [301.1.0](#), [301.2.3](#)

undeliverable mail, [507.1.5.4](#)

weight standards, [301.2.3](#)

written additions, [363.3.4](#)

ZIP Code accuracy, [363.4.3](#)

Bound Printed Matter, commercial parcels

annual destination entry mailing fee, [466.3.4](#)

attachments, [463.3.3](#)

barcoded parcels, [465.7.0](#)

carrier route accuracy, [463.5.2](#)

combined with other classes of mail, [703.9.0](#)

combined with other Package Services, [705.9.4](#)

computing postage, [463.1.0](#)

content standards, [463.2.0](#)
 deposit, [466.3.9](#)
 appeals, [466.3.9.11](#)
 nonpresorted pieces, [466.1.0](#)
 scheduling appointments, [466.3.9.3](#)
 verification, [466.2.1](#)
 discounts
 barcoded machinable parcels, [465.7.1](#)
 destination entry, [466.3.0](#)
 documentation, [464.2.0](#)
 facsimile postage statements, [464.2.8](#)
 multiple mailings, [464.2.7](#)
 drop shipments, [466.2.6](#)
 eligibility, [463](#)
 carrier route, [463.5.0](#)
 mailings, [463.3.0](#)
 enclosures, [463.3.3](#)
 entry
 DBMC entry, [466.4.0](#)
 DDU entry, [466.6.0](#)
 destination entry, [466.3.0](#)
 verification, [466.2.1](#)
 DSCF entry, [466.5.0](#)
 general standards, [401.2.4.1](#)
 invoices, [463.3.3.1](#)
 markings required on each mailpiece, [402.2.1](#)
 carrier route irregular parcels, [465.6.2](#), [465.6.3](#)
 carrier route parcels, [465.6.1.1](#)
 presorted irregular parcels, [465.5.2](#), [465.5.3](#)
 presorted parcels, [465.5.1.1](#)
 nonmachinable parcels, [401.2.4](#)
 postage payment options, [464.1.0](#)
 preparation of mail, [465](#)
 bundles of irregular parcels on pallets, [705.8.10.5](#)
 bundling, [465.2.0](#)
 bundling for mail on pallets, [705.8.9.5](#)
 carrier route irregular parcels, [465.6.2](#), [465.6.3](#)
 carrier route machinable parcels, [465.6.4](#)
 combined machinable parcels, [465.6.4](#)
 combining parcels, [465.1.4](#)
 machinable parcels on pallets, [705.8.10](#)
 optional endorsement lines, [465.2.10](#) – [465.2.11](#)
 carrier route info lines, [465.2.10](#)
 presorted irregular parcels, [465.5.2](#), [465.5.3](#)
 presorted machinable parcels, [465.5.4](#), [465.5.5](#)
 sacks of irregular parcels on pallets, [705.8.10.5](#)
 prices and fees, [463.1.0](#)
 price eligibility
 carrier route prices, [463.4.1](#),
 DBMC prices, [466.4.0](#)
 DDU prices, [466.6.0](#)
 DSCF prices, [466.5.0](#)
 nonpresorted prices, [463.1.1](#)
 presorted prices, [463.5.0](#)
 size, [401.1.0](#), [401.2.4](#)
 undeliverable mail, [507.1.5.4](#)
 weight standards, [401.1.0](#), [401.2.4](#)
 written additions, [463.3.4](#)
 ZIP Code accuracy, [463.4.3](#)

boxes

acceptable sizes and load, [601.3.2](#)
 Post Office boxes, [508.4.0](#)

bulk mail, See commercial mail**Bulk Mail Center (BMC) acceptance**

retail mail
 Parcel Post, [156.1.4](#)
 commercial flats
 Bound Printed Matter, [366.2.5](#)
 commercial parcels
 Bound Printed Matter, [466.2.5](#)
 Parcel Select, [456.1.4](#)

bulk parcel return service (BPRS), 507.12.0

annual accounting fee, [507.12.1.2](#)
 annual permit fee, [507.12.1.1](#), [507.12.2.1](#)
 application for a permit, [507.12.4.1](#)
 fees, [507.12.1](#)
 general information, [507.12.3](#)
 label format, [507.12.6](#)
 label placement, [507.12.5](#)
 label example, [507.12.6](#)
 postage and fees, application, [507.12.2](#)

bundles, general

pallets, [705.8.5.7](#) – [705.8.5.12](#)
 counter-stacking, [705.8.5.8](#)
 labeling bundles of mail, [705.8.5.10](#)
 securing bundles of mail, [705.8.5.11](#)

bundles of letters

facing slips for carrier route mail
 Standard Mail, [245.2.10](#)
 First-Class Mail, [235.2.0](#)
 labeling bundles of mail
 First-Class Mail, [235.2.8](#)
 Standard Mail, [245.2.8](#)
 securing bundles of mail
 First-Class Mail, [235.2.4](#)
 Standard Mail, [245.2.4](#)
 Standard Mail, [245.2.0](#)

bundles of flats

Bound Printed Matter, [365.2.0](#)
 counter-stacking
 Bound Printed Matter, [365.2.4](#)
 Library Mail, [385.2.4](#)
 Media Mail, [375.2.4](#)
 Standard Mail, [345.2.4](#)
 facing slips for carrier route mail
 Bound Printed Matter, [365.2.12](#)
 Standard Mail, [345.2.13](#)

- First-Class Mail, [335.2.0](#)
 - labeling bundles of mail
 - Bound Printed Matter, [365.2.10](#)
 - First-Class Mail, [335.2.8](#)
 - Library Mail, [385.2.9](#)
 - Media Mail, [375.2.9](#)
 - Standard Mail, [345.2.11](#)
 - Library Mail, [385.2.0](#)
 - Media Mail, [375.2.0](#)
 - sacks
 - Standard Mail, [345.2.6](#)
 - securing bundles of mail
 - Bound Printed Matter, [365.2.5](#)
 - First-Class Mail, [335.2.4](#)
 - Library Mail, [385.2.5](#)
 - Media Mail, [375.2.5](#)
 - Standard Mail, [345.2.5](#)
 - Standard Mail, [345.2.0](#)
- bundles of parcels**
- Bound Printed Matter, [465.2.0](#)
 - counter-stacking
 - Bound Printed Matter, [465.2.4](#)
 - Library Mail, [485.2.4](#)
 - Media Mail, [475.2.4](#)
 - Standard Mail, [445.2.6](#)
 - facing slips for carrier route mail
 - Bound Printed Matter, [465.2.11](#)
 - Standard Mail, [445.2.11](#)
 - labeling bundles of mail
 - Bound Printed Matter, [465.2.9](#)
 - Library Mail, [485.2.8](#)
 - Media Mail, [475.2.8](#)
 - Standard Mail, [445.2.9](#)
 - Library Mail, [485.2.0](#)
 - Media Mail, [475.2.0](#)
 - sacks
 - First-Class Mail, [435.2.0](#)
 - Standard Mail, [445.3.0](#)
 - securing bundles of mail
 - Bound Printed Matter, [465.2.5](#)
 - Library Mail, [485.2.5](#)
 - Media Mail, [475.2.5](#)
 - Standard Mail, [445.2.5](#)
 - Standard Mail, [445.2.0](#)
- bundles of Periodicals, 707.19.0**
- counter-stacking, [707.19.3](#)
 - facing slips for carrier route mail, [707.19.15](#)
 - labeling bundles of mail, [707.19.13](#)
 - sacks, [707.19.8](#)
 - securing bundles of mail, [707.19.4](#)
- Business Mail, See [commercial mail](#)**
- business reply mail (BRM), 507.9.0**
- annual accounting fee, [507.9.6.4](#)
 - annual permit, renewal, [507.9.5.4](#)
 - application for a permit, [507.9.5.2](#)
 - distributed by agents of the permit holder, [507.9.11](#)
 - fees and per piece charges, [507.9.1](#)
 - format, [507.9.8](#), [507.9.9](#)
 - general information, [507.9.4](#)
 - how annual accounting fee is applied, [507.9.6.3](#)
 - how annual permit fee is applied, [507.9.5.3](#)
 - how postage and fees are applied, [507.9.6](#)
 - official U.S. government mail, [703.7.11](#)
 - physical characteristics, [507.9.7](#)
 - qualified business reply mail (QBRM), [507.9.3](#), [507.9.10](#)
 - refunds for postage affixed to business reply mail, [604.9.2.10](#)
 - sample of business reply mail, [507.9.8.1](#)
 - weight-averaged business reply mail, [507.9.12](#)
- C**
- caller service, 508.5.0**
- accelerated reply mail, [508.5.8](#)
 - appeals, [508.5.7.3](#)
 - application for service, [508.5.3.1](#)
 - fees, [508.5.1](#), [508.5.5](#)
 - refunds, [508.5.6](#)
 - reserved caller service number, [508.5.2.6](#)
 - reserved caller service number fee, [508.5.1](#)
- cards**
- automation, *See automation cards*
 - bundling,
 - First-Class Mail [235.2.3](#)
 - Standard Mail, [245.2.3](#)
 - Periodicals, [707.19.5](#)
 - double cards (double postcards)
 - commercial mail, [201.1.2.8](#)
 - retail mail, [101.6.3.10](#)
 - eligibility for First-Class Mail card prices
 - retail mail, [101.6.3.1](#), [133.1.0](#)
 - commercial mail, [233.6.1](#)
 - prices for First-Class Mail
 - commercial mail, [233.1.0](#)
 - retail mail, [133.1.0](#)
 - reply cards
 - flats,
 - First-Class Mail, [333.5.5](#)
 - letters, [201.3.14](#)
 - First-Class Mail, [233.5.5](#)
 - Standard Mail, [243.7.5](#)
 - Standard Mail, [343.7.4](#)
 - Periodicals, [707.14.1.2](#)
 - size and weight
 - commercial mail, [201.1.2](#)
 - retail mail, [101.6.3.2](#)

carrier route, general

See also *Bound Printed Matter, general; Enhanced Carrier Route (ECR); Periodicals; Standard Mail, general*

carrier route information lines, [708.8.0](#)
 carrier route schemes, [509.1.4](#)
 submitting cards for sequencing, [507.8.3](#)

carrier route, flats

carrier route code accuracy
 Bound Printed Matter, [363.5.3](#)
 Standard Mail, [343.6.2](#)
 carrier route information lines
 Bound Printed Matter, [365.2.11](#)
 Standard Mail, [345.2.12](#)
 facing slips on bundles
 Bound Printed Matter, [365.2.12](#)
 Standard Mail, [345.2.13](#)
 sequencing requirements
 Standard Mail, [345.6.9](#), [345.6.10](#)

carrier route, letters

carrier route code accuracy
 Standard Mail, [243.6.2](#)
 carrier route information lines
 Standard Mail, [245.2.9](#)
 facing slips on bundles
 Standard Mail, [245.2.10](#)
 sequencing requirements
 Standard Mail, [245.6.8](#)

carrier route, parcels

carrier route code accuracy
 Bound Printed Matter, [463.5.2](#)
 Standard Mail, [443.6.2](#)
 carrier route information lines,
 Bound Printed Matter, [465.2.10](#)
 Standard Mail, [445.2.10](#)
 facing slips on bundles
 Bound Printed Matter, [465.2.11](#)
 Standard Mail, [445.2.11](#)
 sequencing requirements
 Standard Mail, [445.7.6](#), [445.7.7](#)

carrier route, Periodicals

carrier route information lines, [707.19.14](#)
 facing slips on bundles, [707.19.15](#)
 sequencing requirements, [707.23.8](#), [707.23.9](#)

CASS-Certified Software, [708.3.2.3](#)**Certificate of Mailing, [503.5.0](#)**

bulk quantities, [503.5.2.4](#)
 fees, [503.3.1](#)
 other extra services that can be added, [503.5.2.6](#)
 what may be mailed, [503.5.2](#)

Certified Mail, [503.3.0](#)

fees, [503.3.1](#)

filling out label, [503.3.3.5](#)
 other special services that can be added, [503.3.2.3](#)
 requesting a delivery record, [503.3.3.5](#)
 required label, [503.3.3.3](#)
 what may be mailed, [503.3.2.2](#)

Change-of-Address

See also *address services*
 submitting, [507.2.1](#)

church, See *nonprofit***cigarette lighters, [601.10.13.4](#)****City State Product, [507.9.2](#), [509.1.0](#)****claims, [609](#)**

criteria for approval, [609.4.1](#)
 filing, [609.1.0](#)
 filing a duplicate claim, [609.1.7](#)
 reasons for denial, [609.4.3](#)
 time limit for filing, [609.1.4](#)

clinical specimens, [601.10.17](#)**Coding Accuracy Support System (CASS), [708.3.0](#)**

certification and testing, [708.3.6](#)
 dates for matching and coding, [708.3.3](#)
 documentation submitted with a mailing, [708.3.5](#)
 software certification and configuration, [708.3.2](#)

collection box

deposit for Priority Mail, [126.1.0](#)
 deposit for First-Class Mail, [136.1.0](#)

Collect on Delivery (COD), [503.11.0](#)

combined with Express Mail, [503.11.2.5](#)
 combined with registered mail, [503.11.2.4](#)
 delivery of COD items, [503.11.5](#)
 fees, [503.11.1](#)
 filing a claim, [609](#)
 mailing instructions, [503.11.4](#)
 other special services that can be added, [503.11.2.3](#)
 required forms, [503.11.3](#)
 what may be mailed, [503.11.2.2](#)
 where to mail, [503.11.4.6](#)

combined mailing

First-Class Mail or Standard Mail with different
 payment methods, [705.5.0](#)
 Media Mail and Bound Printed Matter, [703.9.6](#)
 multiple editions or publications of a periodical,
[707.27.0](#)

commercial mail

letters, 200
 First-Class Mail, [230](#)
 Standard Mail, [240](#)

- flats, 300
 - Bound Printed Matter, 360
 - First-Class Mail, 330
 - Library Mail, 380
 - Media Mail, 370
 - Standard Mail, 340
- parcels, 400
 - Bound Printed Matter, 460
 - Express Mail, 410
 - First-Class Mail, 430
 - Library Mail, 480
 - Media Mail, 470
 - Parcel Select, 450
 - Priority Mail, 420
 - Standard Mail, 440
- commercial mail receiving agency (CMRA)**
 - addressing requirements, 508.1.9
 - delivery to, 508.1.5
 - forwarding mail to CMRA customers, 507.2.2.7
- commingled mail, 455.1.7, 705.8.14.4**
- complaints, 608.6.0**
- computing postage**
 - Bound Printed Matter
 - commercial flats, 363.1.1.6
 - commercial parcels, 463.1.1.5
 - Express Mail
 - retail, 113.7
 - commercial, 413.9
 - First-Class Mail
 - commercial flats, 333.1.5
 - commercial letters, 233.1.6
 - commercial parcels, 433.1.6
 - retail mail, 133.1.11
 - Library Mail
 - commercial flats, 383.1.6
 - commercial parcels, 483.1.5
 - retail mail, 183.1.6, 183.1.7
 - Media Mail
 - commercial flats, 373.1.6
 - commercial parcels, 473.1.5
 - retail mail, 173.1.6, 173.1.7
 - Parcel Post
 - commercial parcels, 453.1.7
 - retail mail, 153.1.4 – 153.1.5
 - Periodicals, 707.2.2
 - Priority Mail
 - retail, 123.1.10
 - commercial, 423.1.9
 - Standard Mail
 - commercial flats, 343.1.6
 - commercial letters, 243.1.8
 - commercial parcels, 443.1.7
 - general, 604.7.0
- conditions of mail delivery, 508.2.0**
- confirm, 503.13.0**
- confirmation, See *Delivery Confirmation* and *Signature Confirmation***
- congressional frank**
 - addressing, 703.6.2.1 – 703.6.2.3
 - delivery, 703.6.2.4, 703.6.2.5
- contact information, 608.8.0**
- containers**
 - boxes, 601.3.2
 - envelopes, 601.3.1
 - paper bags and wraps, 601.3.4
 - plastic bags and film, 601.3.5 – 601.3.6
- content identifier numbers (CINs), 708.6.2.4**
- content markings, 601.5.2**
- contraceptives and abortion devices, 601.11.18**
- controlling mail delivery, 508.2.0**
- cooperative mailing, 703.1.6.3**
- copalletize, 705.8.7**
- copyrights of the USPS, 608.7.2**
- corporate accounts, 114.2.0**
- corrosives, 601.10.19**
- courtesy reply mail (CRM), 201.3.15.2**
- customer mail receptacles, 508.3.0**
- Customized MarketMail, 705.1.0**
 - bundling and labeling, 705.1.4.6
 - containerization, 705.1.4.7
 - documentation, 705.1.4.4
 - eligibility, 705.1.1.2
 - endorsements, 705.1.4.2
 - mail preparation, 705.1.4
 - physical standards, 705.1.1.3
 - postage options, 705.1.4.3
 - prices, 705.1.2

cushioning, 601.4.0**D****damage to mail**

filing claims for loss or damage, 609

dangerous materials, 601.10.0**dead mail, 507.1.9****delivery, types of**

city delivery service, 508.2.1

highway contract delivery service, 508.2.3

rural delivery service, 508.2.2**Delivery Confirmation, 503.9.0**

barcodes on privately printed labels, 503.9.4

electronic file transmission for electronic option, 503.9.5

electronic option, 503.9.2.3

fees, 503.9.1

other extra services that can be added, 503.9.2.6

required labels, 503.9.3

retail option, 503.9.2.5

what may be mailed, 503.9.2.4

where to mail, 503.9.6

delivery of mail, 508.1.0, 508.2.0

accountable mail, 508.1.1.7

agent, 508.1.5

commercial mail receiving agency, 508.1.9

delivery to addressee only, *See restricted delivery*

Express Mail, 508.1.1.7

hotels, institutions, and schools, 508.1.7

individual at a business, 508.1.6

military units, 703.2.7

refusal by addressee, 508.1.1

delivery point barcode (DPBC)

general, 602.1.8.3, 708.4.2.4

letters, 233.5.4.3

flats, 333.5.4.3

delivery statistics

Delivery Statistics File, 509.1.1

general, 509.1.5

Department of State mail, 703.3.0

eligibility, 703.3.1, 703.3.2

prohibited material, 703.3.2.2

prices, 703.3.2.4

weight, 703.3.2.3

deposit

commercial flats

Bound Printed Matter, 366

First-Class Mail, 336

Library Mail, 386

Media Mail, 376

Standard Mail, 346

commercial letters

First-Class Mail, 236

Standard Mail, 246

commercial parcels

Bound Printed Matter, 466

Express Mail, 416

First-Class Mail, 436

Library Mail, 486

Media Mail, 476

Parcel Select, 456

Priority Mail, 426

Standard Mail, 446

nonpresorted Bound Printed Matter, 366.1.1

Periodicals, 707.28.0

retail mail

Express Mail, 116

First-Class Mail, 136

Library Mail, 186

Media Mail, 176

Parcel Select, 156

Priority Mail, 126

design

indicia design, 604.4.0

mailpiece design

commercial flats, 301, 302

commercial letters, 201, 202

commercial parcels, 401, 402

retail mail, 101, 102

reproductions of copyrighted material, 608.7.2.3

destination entry, See price eligibility under individual classes of mail**destination entry mailing fee, See mailing fees****detached address labels (DALs), 602.4.0**

alternative addressing formats, 602.4.1.5

Bound Printed Matter, 602.4.1.4

disposing of undeliverable material, 602.4.4.1

documentation, 602.4.1.6

label preparation, 602.4.2

mail preparation, 602.4.3

Periodicals, 602.4.1.2

postage computation, 602.4.5

Standard Mail, 602.4.1.3

undeliverable DALs, 602.4.4.2

dimensions, 601.1.2, 601.1.3

commercial flats, 301

commercial letters, 201

commercial parcels, 401
retail mail, 101

dimensional weight

Priority Mail
retail, 123.1.4
commercial, 423.1.3

direct mail, See [commercial mail](#)

documentation

retail mail,
Library Mail, 184.2.3
commercial letters
First-Class Mail, 234.4.0
Standard Mail, 244.4.0
commercial flats
Bound Printed Matter, 364.2.0
First-Class Mail, 334.4.0
Library Mail, 384.2.0
Media Mail, 374.2.0
Standard Mail, 344.4.0
commercial parcels
Bound Printed Matter, 464.2.0
First-Class Mail, 434.3.0
Library Mail, 484.2.0
Media Mail, 474.2.0
Parcel Select, 454.1.4
Priority Mail, 424.2.3
Standard Mail, 444.3.0
Periodicals, 707.17.0
standardized, 708.1.0

double cards (double postcards), see [cards](#)

drop box, See [collection box](#)

drop shipment, 705.15.0, 705.16.0, 705.18.0

Express Mail Open and Distribute, 705.16.0
metered mail drop shipment, 705.18.0
plant-verified drop shipment, 705.15.0
Priority Mail Open and Distribute, 705.16.0

drug paraphernalia, 601.11.12

drugs, 601.11.11

dry ice, 601.10.20.4

duck stamp, See [bird stamp, for hunting migratory birds](#)

E**educational materials**

qualifying for Media Mail prices
commercial flats, 373.2.0, 373.3.0
commercial parcels, 473.2.0, 473.3.0
retail mail, 173.2.0, 173.3.0

qualifying for Library Mail prices
commercial flats, 383.2.0
commercial parcels, 483.2.0, 483.3.0
retail mail, 183.2.0, 183.3.0

election boards, mailing list services, 507.7.3.4, 507.7.7

Electronic Verification System (eVS), 705.2.9

enclosures

incidental First-Class Mail, 703.9.5
Package Services, 703.9.4
Periodicals, 703.9.3
Standard Mail, 703.9.4

endorsements, See [ancillary service endorsements](#)

enhanced carrier route (ECR)

See also *carrier route, general and Standard Mail, general*
basic requirements
flats, 343.6.3,
letters, 243.6.3,
parcels, 443.6.3
eligibility for automation prices, 243.6.0
high density requirements
flats, 343.6.4,
letters, 243.6.4,
parcels, 443.6.4
price eligibility
flats, 343.6.0
letters, 243.6.0
parcels, 443.6.0
saturation requirements
flats, 343.6.5
letters, 243.6.5
parcels, 443.6.5
sequencing requirements
flats, 345.6.9, 345.6.10
letters, 245.6.8, 245.6.9
parcels, 445.7.6, 445.7.7

entry

commercial flats
Bound Printed Matter, 366
First-Class Mail, 336
Library Mail, 386
Media Mail, 376
Standard Mail, 346
commercial letters
First-Class Mail, 236
Standard Mail, 246

commercial parcels

- Bound Printed Matter, 466
- Express Mail, 416
- First-Class Mail, 436
- Library Mail, 486
- Media Mail, 476
- Parcel Select, 456
- Priority Mail, 426
- Standard Mail, 446

Periodicals, 707.29.0, 707.30.0

envelopes

- Express Mail, 115.1.0, 601.6.1
- green bordered, 601.6.2
- Priority Mail, 125.1.1, 601.6.1
- reusable, 601.6.4
- window envelopes, 601.6.3
- with postage preprinted by USPS, *See stamped stationery*

exceptional dispatch for Periodicals, 707.28.3

- how to apply, 707.28.3.5
- prices, 707.28.3.4

expedited services, 604.5.3.5, 705.16.5.8**experimental classifications and prices, 709**

Negotiated Service Agreements, 709.1.0

explosives, 601.10.11**Express Mail**

- computing postage, 113.1.2, 413.1.2, 413.1.8
- combined with COD, 503.11.2.5
- combined with other classes of mail, 703.2.0
- deposit, 116, 416
- drop shipment, 705.16.0
- extra services, 503.1.0
- fees, 113.1.0, 413.1.0
- filing a claim, 609.1.0
- flat-rate envelope, 113.1.4, 413.1.5
- insurance, 503.1.1
- manifest mail agreements, 705.2.6
- mail preparation
 - drop shipment, 705.16.5
 - single-piece price, 115, 415
- Pickup on Demand service, 507.6.0
- postage payment options, 114, 414
- postage refunds, 604.9.5
- price eligibility
 - Custom Designed, 413.4.4
 - Express Mail Military Service, 703.2.6
 - Next Day Delivery, 113.4.2, 413.4.2
 - Second Day Delivery, 113.4.3, 413.4.3
- prices, 113.1.0, 413.1.0
- refunds, 604.9.5
- reship service, 507.6.6.1
- size, 101.1.0 – 101.4.0, 401.1.0

undeliverable mail, 507.1.5.5

Express Mail Open and Distribute, 705.16.0**extra services, 503**

- Certified Mail, 503.3.0
- Certificate of Mailing, 503.5.0
- Collect on Delivery (COD), 503.11.0
- Confirm, 503.13.0
- Delivery Confirmation, 503.9.0
- Express Mail, for, 503.1.0
- Insured Mail, 503.4.0
- Registered Mail, 503.2.0
- Restricted Delivery, 503.7.0
- Return Receipt, 503.6.0
- Return Receipt for Merchandise, 503.8.0
- Signature Confirmation, 503.10.0
- Special Handling, 503.12.0
- forwarding mail with extra services, 507.2.3.7, 507.4.4.2
- holding mail with extra services, 507.4.4.4
- money orders, 503.14.0
- treatment of undeliverable mail, 507.1.4.5
- with mixed classes of mail, 703.9.13

extra services markings

- content, 601.5.0
- insured mail, 503.4.3.3, 503.4.3.6

F**facing elements**

- commercial flats, 302
- commercial letters, 202
- commercial parcels, 402
- retail mail, 102

facing identification mark (FIM), 708.9.0

facing slip, *See carrier route, general*

FASTforward, 507.4.3

federal government, *See official mail*

fees

- retail mail
 - Express Mail, 113.1.0
 - First-Class Mail, 133.1.0
 - Parcel Post, 153.1.0
 - Priority Mail, 123.1.0
 - Library Mail, 183.1.0
 - Media Mail, 173.1.0
- commercial letters
 - First-Class Mail, 233.1.0
 - Standard Mail, 243.1.0

- commercial flats
 - Bound Printed Matter, 363.1.0
 - First-Class Mail, 333.1.0
 - Library Mail, 383.1.0
 - Media Mail, 373.1.0
 - Standard Mail, 343.1.0
- commercial parcels
 - Bound Printed Matter, 463.1.0
 - Express Mail, 413.1.0
 - First-Class Mail, 433.1.0
 - Library Mail, 483.1.0
 - Media Mail, 473.1.0
 - Parcel Select, 453.1.0
 - Priority Mail, 423.1.0
 - Standard Mail, 443.1.0
- Periodicals, 707.1.0
- filing claims, 609**
- firearms**
 - antiques, 601.11.2
 - definitions, 601.11.1.1
 - pistols, revolvers, and other concealable firearms, 601.11.1
 - rifles and shotguns, 601.11.3
 - who may mail, 601.11.1.3, 601.11.1.5, 601.11.1.7
- firm holdout, 508.7.0**
- First-Class Mail, commercial flats**
 - alternate payment methods, 705.5.0
 - annual mailing fee, 333.1.4, 333.3.4
 - automation mailings, 333.5.0
 - address standards, 333.5.4
 - cobundling, 335.6.8
 - combined with other classes of mail, 703.9.0
 - computing postage, 333.1.1, 333.1.2, 333.1.6
 - content standards, 333.2.0
 - cotraying and cosacking bundles, 335.6.8
 - deposit of, 336
 - documentation for mailings, 334.4.0
 - facsimile postage statements, 334.4.9
 - multiple mailings, 334.4.8
 - standard format, 334.4.6, 708.9.0
 - eligibility standards, 333
 - automation, 333.5.0
 - nonautomation, 333.4.0
 - incidental enclosure with another class of mail, 703.9.5
 - mail preparation, 335
 - automation, 335.6.0
 - bundles, 335.2.0
 - nonautomation flats, 335.5.4
 - combining presorted mailings, 335.6.8
 - combined automation and presorted flats, 705.9.1, 705.11.1
 - nonautomation, 335.5.0
 - optional tray-based preparation, 335.6.6
 - trays, 335.3.0
 - tray labels, 335.4.0
 - markings required on each mailpiece
 - automation, 335.6.3
 - general, 302.3.0
 - mixed mail, 703.9.7
 - presorted prices, 335.5.1
 - Move Update standard, 333.3.5
 - nonmachinable surcharge, 333.4.3
 - postage payment methods, 334
 - automation prices, 334.3.0
 - presorted prices, 334.2.0
 - postage statements, 334.4.0
 - presort mailing fee, 333.3.4
 - presort verification, 336.2.0
 - price eligibility
 - automation prices, 333.5.0
 - presorted prices, 333.3.0, 333.4.0
 - prices and fees, 333.1.0
 - reply cards and envelopes, 333.5.5
 - size, 301.1.0, 301.2.1
 - undeliverable mail, 507.1.5.1
 - verifying a mailing, 336.2.0
 - weight, 301.2.1
 - ZIP Code accuracy, 333.3.6
- First-Class Mail, commercial letters**
 - alternate payment methods, 705.5.0
 - annual mailing fee, 233.1.5, 233.3.4
 - automation mailings, 233.5.0
 - address standards, 233.5.4
 - combined with other classes of mail, 703.9.0
 - computing postage, 233.1.2, 233.1.6
 - content standards, 233.2.0
 - deposit, 236
 - documentation, 234.4.0
 - facsimile postage statements, 234.4.9
 - multiple mailings, 234.4.8
 - standard format, 234.4.6, 708.9.0
 - eligibility standards, 233
 - automation, 233.5.0
 - nonautomation, 233.4.0
 - incidental enclosure with another class of mail, 703.9.5

mail preparation, 235
 automation letters, 235.6.0
 bundles, 235.2.0
 nonautomation, 235.5.0
 presorted machinable cards and letters, 235.5.2
 presorted nonmachinable cards and letters, 235.5.3
 trays, 235.3.0
 tray labels, 235.4.0

markings required on each mailpiece
 for presorted prices, 235.5.1
 general, 202.3.0
 mixed mail, 703.9.7

Move Update standard, 233.3.5

postage payment methods, 234
 automation prices, 234.3.0
 presorted prices, 234.2.0

postage statements, 234.4.0

presort mailing fee, 233.3.4

presort verification, 236.2.0

price eligibility
 automation prices, 201.3.4, 233.5.0
 presorted prices, 233.3.0, 233.4.0, 233.6.0

prices and fees, 233.1.0

reply cards and envelopes, 233.5.5

size, 201.1.0, 201.2.0

standardized documentation, 234.4.6

undeliverable mail, 507.1.5.1

verifying a mailing, 236.2.0

weight, 201.1.1.2, 233.3.3

ZIP Code accuracy, 233.3.6

First-Class Mail, commercial parcels

alternate payment methods, 705.5.0

annual mailing fee, 433.3.5

combined with other classes of mail, 703.9.0

computing postage, 433.1.1, 433.1.6

content standards, 433.2.0

deposit of, 436.1.0

documentation, 434.3.0
 facsimile postage statements, 434.3.8
 multiple mailings,
 standard format, 434.3.5, 708.9.0

eligibility standards, 433

incidental enclosure with another class of mail, 703.9.5

mail preparation, 435
 nonautomation, 435.4.0
 sacks, 435.2.0
 sack labels, 435.3.0

mailing fee, 433.1.5, 433.3.4

markings required on each mailpiece
 presorted prices, 435.4.1
 general, 402.1.0
 mixed mail, 703.9.7

Move Update standard, 433.3.5

nonmachinable surcharge, 433.3.4

postage payment methods, 434

postage statements, 334.3.0

presort mailing fee, 433.3.4

presort verification, 436.2.0

price eligibility
 for presorted prices, 433.4.0

prices and fees, 433.1.0

size, 401.2.1, 433.3.4

standardized documentation, 434.3.5

undeliverable mail, 507.1.5.1

verifying a mailing, 436.2.0

weight, 401.2.1.1, 433.3.3

ZIP Code accuracy, 433.3.6

First-Class Mail, retail

See also *Priority Mail*

computing postage, 133.1.0

content standards, 133.3.0

deposit of, 136

eligibility standards, 133.2.0

keys and identification devices, 133.1.7, 133.1.8

mail preparation, 102.4.3, 135

markings required on each mailpiece, 102.4.3, 135.1.1

nonmachinable surcharge, 101.1.2, 101.6.4.1, 133.1.9

postage payment options, 134

price eligibility, 133.1.1, 133.1.9, 133.2.0

prices, 133.1.0

service objectives, 133.2.1

size, 101.6.0

undeliverable mail, 507.1.5.1

weight, 101.6.1

flammables and combustibles

liquids, 601.10.13

solids, 601.10.14

flat-rate boxes

Priority Mail, 123.1.5.2, 423.1.6.2

flat-rate envelopes

Express Mail, 113.1.4, 413.1.5

Priority Mail, 123.1.5.1, 423.1.6.1

flats

automation, 301.3.0, 333.5.0, 343.7.0

barcode placement, 302.4.0

bundling
 Bound Printed Matter, 365.2.0
 Library Mail, 385.2.0
 Media Mail, 375.2.0

definition, 301.1.0

endorsement placement, 302.4.0

physical standards, 301.1.0
 automation, 301.3.0
 machinable, 301.1.0, 301.2.0

marking placement, 302.3.0

size, 301.1.0,

food, 601.9.0**forwarding mail**

See also individual classes of mail
 general information, 507.2.0
 instructions by the sender, 507.4.4
 postage charged for forwarding mail, 507.2.3
 Premium Forwarding Service, 507.3.0
 with extra services, 507.1.4.5, 507.4.4.2

Four-State Customer Barcode, See *Intelligent Mail barcode***Fourth-Class Mail, See *Bound Printed Matter, Library Mail, Media Mail, or Parcel Post*****FPO, See *military mail*****fragile articles, 503.2.4.7, 601.2.1, 601.4.0****fragrance sample, 601.11.15****fraud, how to report, 608.6.2****franked mail, for Members of Congress, 703.6.0**

See also *official mail*

free mail

blind and other handicapped persons, 703.5.0
 Members of Congress, 703.6.0
 U.S. armed forces, 703.4.2

fulfillment, 507.11.0

See also *Parcel Select*

furs or pelts, 601.9.5**G****gases, 601.10.12****general delivery, 508.6.0****government mail, See *U.S. government mail*****graphic matter, 601.12.0****guns, 601.11.1 – 601.11.4****H****handicapped, free matter for, 703.5.0**

what may be mailed, 703.5.2, 703.5.3
 who is qualified, 703.5.1.3

handwriting

alterations to barcodes, 708.6.2.1
 Bulk Parcel Return labels, 507.12.5.1
 Business Reply Mail, 507.9.8.2

COD forms, 503.11.4.3**eligibility**

commercial letters
 First-Class Mail, 233
 Standard Mail, 243.4.0, 243.5.0, 243.6.0,
 243.7.0

commercial flats

Bound Printed Matter, 363.3.4
 First-Class Mail, 333
 Standard Mail, 343

commercial parcels

Bound Printed Matter, 463.3.4
 Express Mail, 413.2.2
 First-Class Mail, 433
 Priority Mail, 423.2.2
 Standard Mail, 443

retail mail

Express Mail, 113.3.2
 First-Class Mail, 133.3.4
 Priority Mail, 123.3.2
 Media Mail, 173.3.0, 173.4.3
 Library Mail, 183.3.0, 173.4.3

free mail

sent by blind or physically handicapped persons,
 703.5.3.2
 sent by U.S. Armed Forces, 703.4.2

Merchandise Return

insurance value, 507.11.3.1
 label preparation, 507.11.5.4

Official Mail (Penalty)

business reply mail, 703.7.11.4
 insurance value, 703.7.12.8
 Periodicals, 703.7.13.4
 permit imprint, 703.7.8.3

hazardous materials (HAZMAT)

See also *restricted matter*

batteries

battery-powered devices, 601.11.17
 nonspillable batteries, 601.10.19.4

biological products, 601.10.17**cigarette lighters, 601.10.13.4****clinical specimens, 601.2.6, 601.10.17****corrosives, 601.10.19****explosives, 601.10.11****flammable and combustible liquids, 601.10.13****flammable solids, 601.10.14****gases, 601.10.12****general, 601.10.0****infectious substances, 601.10.17****matches, 601.10.14.3****medical devices, used, 601.10.17.5****oxidizing substances and organic peroxides,
601.10.15****packaging and markings, 601.10.8****radioactive material, 601.10.18****rulings, 601.10.6****sharps, 601.10.17.4, 601.10.17.5**

shipping papers, [601.10.9](#)
toxic substances, [601.10.16](#)

heavy letter mail, [201.3.14.4](#), [243.6.4.3](#)

high-density carrier route sequencing requirements

commercial flats, [345.6.9](#), [345.6.10](#)
commercial letters, [245.6.8](#), [245.6.9](#)
commercial parcels, [445.7.6](#), [445.7.7](#)
Periodicals, [707.23.8](#), [707.23.9](#)

high-density items

packaging, [601.7.1](#)

Hold For Pickup service

endorsement, [508.1.3](#)
label, [Exhibit 455.4.1.4e](#)
mail preparation, [455.4.1.4](#)

holding mail, [507.4.4.4](#), [508.6.4](#)

holidays, [608.3.2](#)

household mail

retail mailing services, [101 – 186](#)
recipient services, [508](#)

I

ice

dry ice, [601.10.20.4](#)
water ice, [601.9.2.3](#)

identification statement for Periodicals, required elements, [707.4.12.5](#)

imprint, See *permit imprint*

indicia, See *permit imprint*

infectious substances, [601.10.17](#)

information-based indicia (IBI), [604.4.0](#)

insects, [601.9.3.7](#), [601.9.3.8](#)

inspection by USPS

commercial flats
Bound Printed Matter, [363.2.2](#)
First-Class Mail, [333.3.0](#)
Library Mail, [383.2.5](#)
Media Mail, [373.2.3](#)
Standard Mail, [343.2.0](#)
commercial letters
First-Class Mail, [233.2.0](#)
Standard Mail, [243.2.0](#)

commercial parcels

Bound Printed Matter, [463.2.2](#)
Express Mail, [413.3.0](#)
First-Class Mail, [433.2.0](#)
Library Mail, [483.2.5](#)
Media Mail, [473.2.3](#)
Parcel Select, [453.2.4](#)
Priority Mail, [423.3.0](#)
Standard Mail, [443.2.0](#)

Periodicals, [707.3.4.2](#)

retail mail

Express Mail, [113.2.2](#), [113.2.2](#)
First-Class Mail, [133.2.0](#)
Library Mail, [183.2.2](#)
Media Mail, [173.2.2](#)
Parcel Post, [153.2.3](#)
Priority Mail, [123.2.3](#)

insufficient postage

general, [604.8.0](#)
penalty metered mail, [703.7.7.9](#)
rural delivery service, [508.2.2.5](#)

insurance, [503.4.0](#)

See also *claims*
bulk insurance, [503.4.4](#)
delivery of insured items, [503.4.5](#)
Express Mail insurance, [503.1.1](#)
extra services, [503.4.2.4](#)
fees, [503.4.1.1](#)
filing a claim, [609](#)
filling out insurance label, [503.4.3.3](#)
what may be mailed, [503.4.2.2](#)

Intelligent Mail barcode, [708.4.3](#)

irregular parcels

commercial mail, [401.1.6](#)
retail mail, [101.3.6](#)

K

keyline

manifest mailing system, [705.2.3](#)
optional endorsement line, [708.7.1.3](#)

keys

fee for additional Post Office box keys, [508.4.1](#)
general information about mailing keys, [123.1.7](#),
[133.1.7](#)
Post Office boxes, [508.4.8](#)
prices for return through the mail, [123.1.6](#), [133.1.8](#)

knives, [601.11.5](#)

known office of publication, for Periodicals, [707.4.6](#)

L**labeling lists, Appendix 1 (online only)****labels**

- barcoded labels, [708.6.0](#)
- pallets, [705.8.6](#)
- sacks and trays
 - commercial flats
 - Bound Printed Matter, [365.4.0](#)
 - First-Class Mail, [335.4.0](#)
 - Library Mail, [385.4.0](#)
 - Media Mail, [375.4.0](#)
 - Standard Mail, [345.4.0](#)
 - commercial letters
 - First-Class Mail, [235.4.0](#)
 - Standard Mail, [245.4.0](#)
 - commercial parcels
 - Bound Printed Matter, [465.4.0](#)
 - Express Mail, [415.2.0](#)
 - First-Class Mail, [435.3.0](#)
 - Library Mail, [485.4.0](#)
 - Media Mail, [475.4.0](#)
 - Parcel Select, [455.3.0](#)
 - Standard Mail, [445.4.0](#)
 - Periodicals, [707.21.0](#)

letters

- automation, See *automation letters, general*
- nonmachinable criteria
 - commercial mail, [201.2.1](#)
 - retail mail, [101.1.2](#)
- size and weight
 - commercial mail, [201.1.0](#)
 - retail mail, [101.1.0](#)

letter tray

- First-Class Mail, [235.3.0](#)
- Standard Mail, [245.3.0](#), [345.3.5](#)
- Periodicals, [707.20.2](#)

liability, 609**Library Mail, commercial flats**

- annual mailing fee, [383.1.5](#)
- attachments, [383.2.6](#)
- bundles, [385.2.0](#)
 - sacks, [385.3.0](#)
 - sack labels, [385.4.0](#)
- combining with other classes of mail, [703.9.0](#)
- combining with other Package Services, [705.7.0](#)
- computing postage, [383.1.1](#), [383.1.6](#)
- content standards, [383.2.0](#)
- deposit and verification, [386](#)
- documentation, [384.2.0](#)
- eligibility, [383](#)
- enclosures, [383.2.6](#)
- mail preparation
 - general, [385](#)
 - flats on pallets, [705.8.10.4](#)

- markings required on each mailpiece, [302.3.2](#)
- postage payment options, [384.1.0](#)
- price eligibility, [383.3.0](#)
- prices and fees, [383.1.0](#)
- size, [301.2.5](#)
- undeliverable mail, [507.1.5.4](#)
- weight standards, [383.3.1](#)
- what may be mailed, [383.2.0](#)
- written additions, [383.2.7](#)

Library Mail, commercial parcels

- annual mailing fee, [483.1.4](#)
- attachments, [483.2.6](#)
- computing postage, [483.1.0](#)
- combined machinable parcels, [705.6.0](#)
- combining with other classes of mail, [703.9.0](#)
- combining with other Package Services, [705.7.0](#)
- content standards, [483.2.0](#)
- deposit and verification, [486](#)
- commercial for barcoded machinable parcels, [485.5.4](#)
- documentation, [484.2.0](#)
- eligibility, [483](#)
- enclosures, [483.2.6](#)
- irregular parcels, [485.5.3](#)
- irregular parcels on pallets, [705.8.10.5](#)
- machinable parcels, [485.5.2](#)
- machinable parcels on pallets, [705.8.17](#)
- mail preparation, [485](#)
 - bundles, [485.2.0](#)
 - irregular parcels, [485.5.3](#)
 - for combined machinable parcels, [705.6.0](#)
 - sacks, [485.3.0](#)
 - sack labels, [485.4.0](#)
- markings required on each mailpiece, [402.2.2](#)
- nonmachinable parcels, [401.1.6](#), [401.1.7](#)
- postage payment options, [484.1.0](#)
- price eligibility, [483.3.0](#)
- prices and fees, [483.1.0](#)
- size, [401.1.0](#)
- undeliverable mail, [507.1.5.4](#)
- weight limits, [483.3.1](#)
- what may be mailed, [483.2.0](#)
- written additions, [483.2.7](#)

Library Mail, retail

- attachments, [183.4.0](#)
- computing postage, [183.1.1](#), [183.1.3](#), [183.1.6](#), [183.1.7](#)
- content standards, [183.3.0](#)
- deposit of, [186.1.0](#)
- eligibility, [183](#)
- enclosures, [183.4.0](#)
- mail preparation, [185](#)
- markings required on each mailpiece, [102.3.3](#), [185.1.2](#)
- postage payment methods, [184](#)
- price eligibility, [183.2.0](#)
- prices, [183.1.0](#)
- service objectives, [183.2.1](#)

size, [101.9.0](#)
 flats, [101.2.0](#)
 parcels, [101.3.0](#)
 undeliverable mail, [507.1.5.4](#)
 weight limits, [101.9.1](#)
 what may be mailed, [183.2.0](#) – [183.4.0](#)
 written additions, [183.4.3](#)

line-of-travel (LOT)

optional endorsement line information for LOT,
[708.7.1.7](#)
 sequencing requirements
 Standard Mail, [245.6.8.6](#), [345.6.9.6](#), [445.7.6.6](#)
 Periodicals, [707.23.8.6](#)
 submitting cards for sequencing, [507.8.3](#)

liquids, nonhazardous, 601.11.9

liquor, 601.11.7

lists

availability of USPS Lists, [508.9.4](#)
 definitions, [708.3.4](#)
 mailing list services, [507.7.0](#)
 occupant lists, [507.7.5](#)
 sortation of lists, [507.7.6](#)

literature for the blind, 703.5.0

Lithium batteries, 601.10.20

primary (non-rechargeable) cells, [601.10.20.5](#)
 secondary (chargeable) cells, [601.10.20.6](#)

locksmithing devices, 601.11.10

LOT, See *line-of-travel (LOT)*

low-cost items, 703.1.6.11

lottery materials, 601.12.3

M

machinable letters

commercial mail, [201.1.0](#)
 retail mail, [101.1.0](#)

machinable parcels

commercial mail, [401.1.0](#)
 retail mail, [101.3.0](#)

magazine, 301.3.4.2, 301.3.6.3

magnetic tapes

packaging, [601.7.5](#)

magnetized materials, 601.10.21

mailability, 601

mail preparation

commercial flats
 Bound Printed Matter, [365](#)
 First-Class Mail, [335](#)
 Library Mail, [385](#)
 Media Mail, [375](#)
 Standard Mail, [345](#)
 commercial letters
 First-Class Mail, [235](#)
 Standard Mail, [245](#)
 commercial parcels
 Bound Printed Matter, [465](#)
 Express Mail, [415](#)
 First-Class Mail, [435](#)
 Library Mail, [485](#)
 Media Mail, [475](#)
 Parcel Select, [455](#)
 Priority Mail, [425](#)
 Standard Mail, [445](#)
 Periodicals, [707.18.0](#) – [707.25.0](#)
 retail mail
 Express Mail, [115](#)
 First-Class Mail, [135](#)
 Library Mail, [185](#)
 Media Mail, [175](#)
 Parcel Post, [155](#)
 Priority Mail, [125](#)

mail receptacles, 508.3.0

apartments, [508.2.1.7](#)
 custom-built mail receptacles, [508.3.2.2](#)
 door slots, [508.2.1.6](#)
 location, [508.3.2.5](#)
 maintenance of, [508.2.1.3](#)
 newspaper receptacles, [508.3.2.11](#)
 manufacturer specifications, [508.3.2.1](#)

mail security

Department of State mail, [703.3.3](#)
 general, [608.6.2](#)

mailboxes, See *mail receptacles* or *collection box*

mailer services, 507

mailing fees

commercial flats
 Bound Printed Matter, [363.1.2.6](#), [366.3.4](#)
 First-Class Mail, [333.1.4](#), [333.3.4](#)
 Library Mail, [383.1.5](#)
 Media Mail, [373.1.5](#)
 Standard Mail, [343.1.5.1](#), [343.3.4](#)

commercial letters
 First-Class Mail, 233.1.5, 233.3.4
 Standard Mail, 243.1.7.1, 243.3.4

commercial parcels
 Bound Printed Matter, 463.1.2.5, 466.3.4
 First-Class Mail, 433.1.6
 Library Mail, 483.1.4
 Media Mail, 473.1.4
 Parcel Select, 453.1.6
 Standard Mail, 443.1.6.1, 443.3.4

mailing list services, 507.7.0
basic information, 507.7.2
election boards and voter commissions, 507.7.3.4, 507.7.7
fees, 507.7.1, 507.7.3
list correction, 507.7.4
occupant lists, 507.7.5
sortation of lists on cards by 5-digit ZIP Code, 507.7.6

mailing permits, See mailing fees

mailing systems
alternate mailing systems, 705.4.0
eVS, 705.2.9
manifest mailing systems, 705.2.0
optional procedure mailing systems, 705.3.0
plant-verified drop shipment, 705.15.0

mailpiece design, 101, 201, 301, 401, 601

manifest mailing systems, 705.2.0
applying for authorization, 705.2.4
Express Mail agreements, 705.2.6
marking, 705.2.2.6
postage statement, 705.2.2.7
service agreement, 705.2.2.1

marking, on mailpieces, 102, 202, 302, 402
See also individual classes of mail
imitation markings, 604.1.5
injurious or harmful items, 601.8.7

master keys for motor vehicles, 601.11.10

matches, 601.10.14.3

measuring
advertising, 707.17.4.5, 707.17.5.2

Media Mail, commercial flats
annual mailing fee, 373.1.5
attachments, 373.2.4
combining with other classes of mail, 703.9.0
combining with other Package Services, 705.7.0
computing postage, 373.1.1, 373.1.6
content standards, 373.2.0
deposit and verification, 376
documentation, 374.2.0

eligibility, 373
enclosures, 373.2.4
mail preparation, 375
 bundles, 375.2.0
 flats on pallets, 705.8.10.4
 sacks, 375.3.0
 sack labels, 375.4.0
markings required on each mailpiece, 302.3.2
postage payment options, 374.1.0
price eligibility, 373.3.0
prices and fees, 373.1.0
size, 301.2.4
undeliverable mail, 507.1.5.4
what may be mailed, 373.2.0
weight limits, 373.3.1
written additions, 373.2.5

Media Mail, commercial parcels
annual mailing fee, 473.1.4
attachments, 473.2.4
combining with other classes of mail, 703.9.0
combining with other Package Services, 705.7.0
computing postage, 473.1.1, 473.1.5
content standards, 473.2.0
deposit and verification, 476
commercial for barcoded machinable parcels, 473.3.4, 475.5.2.3
documentation, 474.2.0
eligibility, 473
enclosures, 473.2.4
mail preparation, 475
 bundles, 475.2.0
 combined machinable parcels, 705.2.0
 combining parcels, 705.7.0
 irregular parcels, 475.5.3
 irregular parcels on pallets, 705.8.10.5
 machinable parcels, 475.5.2
 machinable parcels on pallets, 705.8.17
 sacks, 475.3.0
 sack labels, 475.4.0
markings required on each mailpiece, 402.2.2
nonmachinable parcels, 401.1.6, 401.1.7
postage payment options, 474.1.0
price eligibility, 473.3.0
prices and fees, 473.1.0
size, 401.1.0
undeliverable mail, 507.1.5.4
what may be mailed, 473.2.0
weight limits, 473.3.1
written additions, 473.2.5

Media Mail, retail
attachments, 173.4.0
computing postage, 173.1.1, 173.1.3, 173.1.6, 173.1.7
content standards, 173.3.0
deposit of, 176.1.0
eligibility, 173

enclosures, [173.4.0](#)
 mail preparation, [175](#)
 markings required on each mailpiece, [102.3.3](#),
[175.1.3](#)
 postage payment methods, [174](#)
 price eligibility, [173.2.0](#)
 prices, [173.1.0](#)
 service objectives, [173.2.1](#)
 size, [101.8.0](#)
 flats, [101.2.0](#)
 parcels, [101.3.0](#)
 undeliverable mail, [507.1.5.4](#)
 weight limits, [101.8.1](#)
 what may be mailed, [173.3.0](#), [173.4.0](#)
 written additions, [173.4.3](#)

merchandise return service, [507.11.0](#)
 adding extra services (by the mailer), [507.11.5](#)
 adding extra services (by the permit holder), [507.11.5](#)
 annual accounting fee, [507.11.4.3](#)
 annual permit fee, [507.11.4.2](#)
 applying for a permit, [507.11.2.6](#)
 examples of merchandise return service labels,
[507.11.6](#)
 fees, [507.11.1](#)
 format for label, [507.11.6](#)
 general information, [507.11.2](#)
 official U.S. government mail, [703.7.12](#)
 postage and fees, [507.11.1](#)

merged containerization, [705.10.0](#)

**merged bundles of flats, See [mail preparation](#)
 under *Periodicals* and *Standard Mail***

meter, See *metered mail* and *postage meters*

metered mail
 drop shipment of, [705.18.0](#)
 postage refunds, [604.9.3](#)
 where to mail, [604.4.5.3](#)

metered reply mail, [604.4.4.2](#)

methods of payment, See [postage payment](#)

methods of mailing
 commercial mailing services, [201-486](#)
 retail mailing services, [101-186](#)

military mail, [703.2.0](#), [703.4.0](#)
 free mail for U.S. armed forces, [703.4.2](#)
 military address, [703.4.2.4](#)
 military ordinary mail (MOM), [703.2.4](#)
 retirees, [703.2.3.4](#)

mixed classes, [703.9.0](#)
 combined Media Mail and Bound Printed Matter,
[703.9.6](#)

enclosures
 Bound Printed Matter, [703.9.4](#)
 First-Class Mail, [703.9.5](#)
 Library Mail, [703.9.4](#)
 Media Mail, [703.9.4](#)
 Parcel Post, [703.9.4](#)
 Periodicals, [703.9.3](#)
 Standard Mail, [703.9.4](#)
 Express Mail and Priority Mail drop shipments,
[705.16.0](#)
 price qualification, [703.9.2.2](#)

money orders, [503.14.0](#)
 fees, [503.14.1](#)
 how to cash, [503.14.3](#)
 payable to another party, [503.14.3.6](#)
 where to purchase, [503.14.2.1](#)

Move Update standard
 commercial flats, [333.3.5](#)
 commercial letters, [233.3.5](#)
 commercial parcels, [433.3.5](#)

N

**National Change of Address Linkage
 System (NCOA^{LINK})**
 Coding Accuracy Support Systems, [708.3.0](#)
 election boards and voter registration, [507.7.7](#)
 general
 flats, [333.3.5.2](#)
 letters, [233.3.5.2](#)
 parcels, [433.3.5.2](#)

**National Customer Support Center (NCSC),
[608.8.1](#)**

negotiated service agreements, [709.1.0](#)

news agent, [707.5.1.6](#), [707.6.6](#)

newspaper
 mailing issues, [707.4.9.4](#), [707.4.9.5](#)
 penalty, [703.7.13.3](#)
 service objectives, [707.28.1](#)

newspaper receptacles, [508.3.2.11](#)

next-day delivery, See [Express Mail](#)

nonautomation flats, [301.2.0](#)

nonmachinable
 letters, [101.1.2](#), [201.2.0](#)
 Parcel Post, [101.7.2](#)
 Parcel Select, [401.2.3.2](#)

non-machinable surcharge
 commercial letters, [201.2.1](#)

First-Class Mail parcels, [401.2.1.2](#)
 retail letters and parcels, fees [133.1.9](#)
 Standard Mail parcels, [401.2.2.3](#)
 Standard Mail NFM, [401.2.2](#)

nonmailable matter

animals and plants, [601.8.7](#)
 due to noxious odors, [601.11.8](#)
 due to packaging, [601.8.3](#), [601.12.12](#)
 general, [601.8.0](#), [601.11.0](#)
 mailer's responsibility, [601.1.7](#)
 written, printed, and graphic materials, [601.12.0](#)

nonpostal services, [509.2.0](#)

nonprofit

Periodicals

eligibility for nonprofit Periodicals prices, [707.4.0](#)
 how to apply for nonprofit Periodicals
 authorization, [707.10.5](#)
 types of organizations, [707.10.2](#)

Standard Mail, [703.1.0](#)

applying for authorization, [703.1.7](#) – [703.1.9](#)
 discounts, [703.1.1.3](#)
 eligibility for Standard Mail prices, [703.1.0](#)
 matter, [703.1.6](#)
 organizations, [703.1.2](#)
 identification of authorized organization on
 Standard Mail, [703.1.5](#)
 low-cost items, [703.1.6.11](#)
 marking, on Standard Mail, [202.1.2](#), [302.1.2](#),
[402.1.2](#)
 political mailings, [703.1.6.10](#)
 revenue deficiencies for nonprofit Standard Mail,
[604.10.2](#)
 types of organizations, [703.1.2](#)
 what may be mailed, [703.1.6](#)

nonstandard surcharge, See *nonmachinable surcharge*

Not Flat-Machinable (NFM) pieces, [401.2.2.2](#)

See also *Standard Mail, parcels*

O

obscene material, [601.12.5.4](#)

occupant lists, [507.7.5](#)

OCR (Optical Character Reader) read area

discount, [202.2.1](#)
 retail, [102.2.1](#)

official mail

members of Congress (franked) [703.6.0](#)
 addressing, [703.6.2](#)
 eligibility, [703.6.1](#)
 U.S. Government (penalty) [703.7.0](#)
 authorized users, [703.7.4](#)
 business reply mail, [703.7.11](#)
 contractors, use of, [703.7.15](#)

eligibility, [703.7.3](#)
 Express Mail, [703.7.14](#)
 insurance, [703.7.12.8](#), [703.7.12.9](#)
 merchandise return service, [703.7.12](#)
 Periodicals, [703.7.13](#)
 postage and fees, [703.7.2](#)
 postage payment
 indicia, [703.7.6](#)
 permit imprint, [703.7.8](#)
 postage meters, [703.7.7](#)
 stamps and stationery, [703.7.9](#)
 preparation, [703.7.5](#)
 prices, [703.7.5](#)
 Registered Mail, [703.7.12.10](#)
 reply mail, [703.7.10](#)

OneCode ACS, [507.4.2](#)

optional endorsement lines (OELs), [708.7.0](#)

optional procedure mailing systems, [705.3.0](#)

applying for authorization, [705.3.2](#)
 description, [705.3.1.1](#)
 postage statements, [705.3.3.1](#)
 record keeping, [705.3.3](#)

overnight delivery, See *Express Mail*

Overseas Military Mail, [703.2.0](#)

Express Mail Military Service, [703.2.6](#)
 First-Class Mail, [703.2.1.1](#)
 parcels, [703.2.1.3](#)
 Parcel Airlift, [703.2.5](#)
 Periodicals, [703.2.1.4](#)
 Preparation standards, [703.2.1.5](#)
 Restrictions, [703.2.3](#)

oversized price

Parcel Select, [453.3.1](#)
 Parcel Post, [153.1.1](#)

P

Package Services, See *Bound Printed Matter, Library Mail, Media Mail, or Parcel Post*

packages, See *bundles or parcels*

packaging, for mailing, [601.2.0](#) – [601.4.0](#)

acceptable containers, [601.3.0](#)
 animals, [601.9.3.10](#)
 closure and sealing, [601.4.0](#)
 cushioning, [601.4.0](#)
 high-density items, [601.7.1](#)
 liquids, [601.2.4](#)
 magnetic tapes, [601.7.5](#)
 nonmailable matter, [601.1.7](#), [601.8.3](#), [601.12.12](#)
 soft goods, [601.7.3](#)
 sound recordings, [601.7.4](#)
 special envelopes, [601.6.0](#)
 stationery, [601.2.2](#)
 USPS-provided, [115.1.1](#), [125.1.1](#)

pallet box, See *pallets*

pallets

bundles on pallets, 705.8.9
 flats on pallets, 705.8.7
 general standards, 705.8.0
 labels, 705.8.6
 labeling pallets, 705.8.10
 minimum and maximum loads, 705.8.5
 pallet boxes, 705.8.4
 Periodicals on pallets 705.8.10.2
 physical characteristics, 705.8.1
 preparation of pallets 705.8.0
 securing bundles for pallets, 705.8.5.11
 stacking pallets, 705.8.3
 Standard Mail on pallets 705.8.10.3
 top caps, 705.8.2
 types of mail that can be put on pallets, 705.8.8

pandering advertisements, 508.8.0

parcel airlift service (PAL), 703.2.5

fees, 703.2.5.3
 other extra services that can be added, 703.2.5.5
 required marking on each piece, 703.2.5.6
 what may be mailed, 703.2.5.2

Parcel Select

attachments, 453.2.5
 Balloon Price, 453.3.5
 computing postage, 453.1.1, 453.1.7
 combined with other Package Services, 705.7.0
 combining with other classes of mail, 703.9.0
 cotraining and cosacking bundles of flats, 705.9.0
 deposit of, 456.2.0
 destination entry mailing fee, 453.1.6
 documentation, 454.1.4
 eligibility, 453
 enclosures, 453.2.5
 Growth rebates, 453.3.7
 Loyalty rebates, 453.3.6
 Hold For Pickup service, 455.4.1.4, 508.1.3
 mail preparation
 BMC Presort prices on pallets, 705.8.18
 combined machinable parcels, 705.6.0
 combining parcels for destination entry, 705.7.0
 general, 455
 irregular parcels on pallets, 705.8.10.5
 machinable parcels in sacks, 455.2.0
 machinable parcels on pallets, 705.8.0
 nonmachinable parcels on pallets, 705.8.18.2,
 705.8.19.2
 OBMC Presort prices, 705.8.19, 443.3.2.2
 Parcel Select DDU prices, 705.8.22, 453.3.1.4
 Parcel Select DSCF prices, 705.8.20, 705.8.21,
 453.3.1.4
 markings required on each mailpiece, 402.2.2,
 455.1.8

nonmachinable parcels, 401.2.3.2
 Parcel Return Service, 507.13.0
 postage payment options, 454.1.0
 price eligibility, 453.3.0
 BMC presort prices, 453.3.2.1
 Barcoded Inter-BMC prices, 453.3.3.1
 Barcoded Intra-BMC prices, 453.3.3.1
 OBMC Presort prices, 453.3.2.2
 oversized prices, 453.3.4
 destination entry prices, 453.3.0
 DDU prices, 453.3.1.4
 DSCF prices, 453.3.1.4
 prices, 453.1.0
 size, 401.2.3
 undeliverable mail, 507.1.5.4
 weight limits, 401.2.3
 written additions, 453.2.6

Parcel Post

attachments, 153.4.0
 computing postage, 153.1.3 – 153.1.5
 deposit, 156.1.0
 eligibility, 153
 enclosures, 153.4.0
 mail preparation, 155
 Pickup on Demand fee, 156.1.5
 markings required on each mailpiece, 102.4.2,
 155.1.3
 nonmachinable parcels, 101.7.2
 postage payment methods, 154
 price eligibility, 153.2.0
 prices, 153.1.0
 service objectives, 153.2.1
 size, 101.7.0
 undeliverable mail, 507.1.5.4
 weight limits, 101.7.1
 written additions, 153.4.2

Parcel Return Service (PRS), 507.13.0

annual accounting fee, 507.13.2.3
 annual permit fee, 507.13.2.2
 application for a permit, 507.13.1.5
 general information, 507.13.1
 label examples, 507.13.4.5
 label formats, 507.13.4
 postage and fees, 507.13.2

parcels

nonmachinable criteria
 commercial mail, 401.1.6, 401.1.7
 retail mail, 101.3.5, 101.3.6
 size and weight
 commercial mail, 401.1.0
 retail mail, 101.3.0

PAVE, 708.2.0

definition, 708.2.1.1
 request for participation, 708.2.1.3

Penalty Mail, See *official mail***Periodicals**

- address correction, [507.4.2.7](#)
- addressing, [707.3.2](#)
- advertising
 - calculating percentage, [707.2.1.5](#)
 - copies, [707.7.3](#)
 - definition of, [707.4.13](#)
 - nonprofit and classroom publications, [707.2.1.5](#)
 - marked copies, [707.16.2](#)
 - public service announcement, [707.4.13.2](#)
- applications, [707.5.0](#)
 - additional entry, [707.30.2](#)
 - appealing denied application, [707.5.3.7](#)
 - nonprofit prices, [707.10.5](#)
 - re-entry, [707.9.0](#)
 - mailing while application is pending, [707.5.2](#)
- attachments, [707.3.3.8](#)
- back orders and reprints, [707.4.11](#)
- bundle prices, [707.1.0](#), [707.2.1.8](#)
- computing postage, [707.2.2](#),
- carrier route sequencing requirements, [707.23.8](#), [707.23.9](#)
- categories of Periodicals authorization
 - foreign, [707.6.5](#)
 - general, [707.6.1](#)
 - institutions and societies, [707.6.2](#)
 - news agent, [707.6.6](#)
 - requester, [707.6.4](#)
 - state departments of agriculture, [707.6.3](#)
- combining with other classes of mail, [703.9.0](#)
- complimentary copies, [707.7.7](#)
- container prices, [707.1.0](#), [707.2.1.9](#)
- definition and characteristics, [707.4.0](#)
 - multiple issues, [707.4.9.4](#), [707.4.9.5](#)
 - edition, [707.4.10](#)
 - issue, [707.4.9](#)
- deposit of, [707.28.0](#)
- documentation, [707.17.0](#)
 - standardized, [708.1.0](#)
- exceptional dispatch, [707.28.3](#)
- exchange copies, [707.7.5](#)
- expired subscription copies, [707.7.6](#)
- fees, [707.1.4](#)
- firm bundles, [707.22.3](#)
- frequency of publication, [707.4.7](#)
- general standards, [707.4.0](#)
- gift subscriptions, [707.7.4](#)
- identification statement, [707.4.12.5](#)
- known office of publication, [707.4.6](#)
- label carrier, [707.3.3.10](#)
- loose enclosures, [707.3.3.4](#)
 - barcoded price flats, [707.25.0](#)
 - barcoded price letters, [707.24.0](#)
 - bundles on pallets, [705.8.10.2](#), [705.8.11](#)
 - bundling, [707.19.0](#)
 - bundling for carrier route prices, [707.23.2](#)
 - bundling for nonbarcoded prices, [707.22.2](#)
 - carrier route flats in sacks, [707.23.4](#)
 - carrier route irregular parcels in sacks, [707.23.4](#)
 - carrier route letters in trays, [707.23.3](#)
 - cobundling flats, [707.25.1.9](#), [705.11.2](#)
 - combined barcoded and nonbarcoded flats, [705.9.2](#), [705.11.2](#)
 - combined flats on pallets, [705.8.16.2](#)
 - containerization of bundles, [707.25.1.10](#)
 - irregular parcels in sacks, [707.22.6](#)
 - merged flats in sacks, [705.10.1.4](#)
 - merged flats on pallets
 - using 5% Threshold, [705.12.1.5](#)
 - using City State Product, [705.10.1.5](#),
 - using City State Product and 5% Threshold, [705.13.1.5](#)
 - nonbarcoded flats in sacks, [707.22.6](#)
 - nonbarcoded letters in trays, [707.22.5](#)
 - sacks on pallets, [705.8.10.2](#)
 - trays on pallets, [705.8.10.2](#)
- markings for enclosures on mixed mailings, [703.9.7](#)
- nonsubscriber/nonrequester copies, [707.7.9](#)
- physical characteristics
 - components of, [707.3.5](#)
 - covers, [707.3.3.6](#)
 - flats dimensions, [301.1.0](#), [707.26.2](#)
 - letter dimensions, [201.1.0](#)
 - mailpiece construction, [707.3.5](#)
 - printed features, [707.3.6](#)
 - printed sheets, [707.4.5](#)
 - size and weight, [707.3.5.2](#)
 - wrappers, [707.3.3.7](#)
- postage payment methods, [707.16.0](#)
- prohibited matter, [707.3.4.2](#)
- proof copies, for advertisers, [707.7.8](#)
- price eligibility
 - barcoded (automation) prices, [707.14.1](#), [707.14.2](#)
 - carrier route prices, [707.13.0](#)
 - copies mailed by the public, [707.11.5](#)
 - destination entry prices, [707.29.0](#)
 - In-County prices, [707.11.3](#)
 - nonbarcoded (presorted) prices, [707.12.0](#)
 - Nonprofit prices, [707.10.0](#)
 - Outside-County Classroom prices, [707.11.1.3](#)
 - Outside-County Nonprofit prices, [707.11.1.3](#)
 - Outside-County Science-of-Agriculture prices, [707.11.2](#)
- prices and fees, [707.1.0](#)
 - In-County, [707.1.2](#)
 - Outside-County, [707.1.1](#)
 - Ride-Along piece, [707.1.3](#)
- records maintained by the publisher, [707.8.0](#)
- return address, [707.3.2.3](#)
- Ride-Along piece, [707.15.0](#)
- sample copies, [707.7.0](#)
- service objectives, [707.28.1](#)

standardized documentation, [708.1.0](#)
 statement of ownership, [707.8.3](#)
 supplements, [707.3.3.5](#)
 undeliverable mail, [507.1.5.2](#)

perishables, [601.9.0](#)

permit imprint, [604.5.0](#)
 application fee, [604.5.1.5](#)
 content of the permit imprint indicia, [604.5.3.6](#) –
[604.5.3.9](#)
 format of the permit imprint indicia, [604.5.3.10](#),
[604.5.3.11](#)
 general information, [604.5.1](#)
 minimum quantity for a mailing, [604.5.1.2](#)
 placement on a mailpiece, [604.5.3.4](#)
 samples of permit imprint indicia, [604.5.3.10](#)
 standards for mailing, [604.5.1](#)

Permit Reply Mail, [507.10.0](#)

pesticides, [601.11.14](#)

philatelic services, [608.4.0](#)

physical standards
 commercial flats, [301](#)
 commercial letters, [201](#)
 commercial parcels, [401](#)
 retail mail, [101](#)

Pickup on Demand service, [507.6.0](#)

Express Mail fees, [507.6.1](#)
 Parcel Post fees, [507.6.1](#)
 Priority Mail fees, [507.6.1](#)

pistols, [601.11.1](#)

plant load operations, [705.14.0](#)

applying, [705.14.2](#)
 Bound Printed Matter, [705.14.7.4](#)
 expedited shipments, [705.14.4](#)
 Library Mail, [705.14.7.4](#)
 mail preparation, [705.14.5](#) – [705.14.7](#)
 Media Mail, [705.14.7.4](#)
 Parcel Select, [705.14.7.4](#)
 Periodicals, [705.14.7.3](#)
 postage payment requirements, [705.14.5.3](#)
 Standard Mail, [705.14.7.4](#)
 Volume requirements, [705.14.7.6](#), [705.14.7.7](#)

plant-verified drop shipment (PVDS), [705.15.0](#)

Bound Printed Matter, [705.15.5](#)
 Library Mail, [705.15.5](#)
 Media Mail, [705.15.5](#)
 Parcel Select, [705.15.5](#)
 participation requirements, [705.15.2](#)
 Periodicals, [705.15.2.4](#)

postage statement,
 Bound Printed Matter, [705.15.2.8](#)
 consolidated, [705.15.5.5](#)
 Library Mail, [705.15.2.8](#)
 Media Mail, [705.15.2.8](#)
 Parcel Post, [705.15.2.8](#)
 Periodicals, [705.15.2.6](#)
 Standard Mail, [705.15.2.7](#)
 purpose, [705.15.1.1](#)
 Standard Mail, [705.15.4](#)

plants

general mailability, [601.9.6](#)
 nonmailable plants, [601.9.7](#)

poisons, [601.8.5](#), [601.8.6](#), [601.10.16](#)

polywrap

automation flats, [301.3.3](#)
 certification process, [301.3.3.5](#)

Post Office box service, [508.4.0](#)

appeals, [508.4.9.3](#)
 applying for service, [508.4.3.1](#)
 fees, [508.4.1](#), [508.4.5](#)
 keys, [508.4.8](#)
 locks, [508.4.8](#)
 refunds, [508.4.7](#)

Post Offices, [608.3.1](#), [608.3.2](#)

postage

See also *prices* in individual classes of mail
 computing postage, [604.7.0](#)
 payment for mailings of mixed classes, [703.9.8](#) –
[703.9.12](#)
 postage due, [604.6.0](#)
 refunds, [604.9.0](#)
 revenue deficiencies, [604.10.0](#)
 stamps, [604.1.0](#)
 unpaid mail, [604.6.0](#), [604.8.0](#)

postage meters, [604.4.0](#)

approved providers, [604.4.1.3](#), [604.4.1.4](#)
 date corrections, [604.4.4.1](#)
 postage corrections, [604.4.4.1](#)
 types of postage devices, [604.4.1.2](#)

postage payment

commercial flats
 Bound Printed Matter, [364](#)
 First-Class Mail, [334](#)
 Library Mail, [384](#)
 Media Mail, [374](#)
 Standard Mail, [344](#)
 commercial letters
 First-Class Mail, [234](#)
 Standard Mail, [244](#)

commercial parcels

Bound Printed Matter, [464](#)
Express Mail, [414](#)
First-Class Mail, [434](#)
Library Mail, [484](#)
Media Mail, [474](#)
Parcel Select, [454](#)
Priority Mail, [424](#)
Standard Mail, [444](#)

nonpresorted Bound Printed Matter, [364.1.1](#)

Periodicals, [707.16.0](#)

retail mail

Express Mail, [114](#)
First-Class Mail, [134](#)
Library Mail, [184](#)
Media Mail, [174](#)
Parcel Post, [154](#)
Priority Mail, [124](#)

postage stamps, [604.1.0](#), [604.3.0](#)

applying for a permit to use precanceled stamps,
[604.3.2](#)

Breast Cancer Research semipostal stamp, [604.1.11](#)

forever stamp, [604.1.10](#)

imitation stamps, [604.1.4](#), [604.1.5](#)

precanceled stamps, [604.3.0](#)

validity of stamps, [604.1.2](#), [604.1.3](#)

postage statement

commercial flats

Bound Printed Matter, [364.2.0](#)
First-Class Mail, [334.4.0](#)
Library Mail, [384.2.0](#)
Media Mail, [374.2.0](#)
Standard Mail, [344.4.0](#)

commercial letters

First-Class Mail, [234.4.0](#)
Standard Mail, [244.4.0](#)

commercial parcels

Bound Printed Matter, [464.2.0](#)
First-Class Mail, [434.3.0](#)
Library Mail, [484.2.0](#)
Media Mail, [474.2.0](#)
Parcel Select, [454.1.3](#)
Priority Mail, [424.2.3](#)
Standard Mail, [444.3.0](#)

Periodicals, [707.17.0](#)

postal inspection

commercial flats

Bound Printed Matter, [363.2.2](#)
First-Class Mail, [333.2.0](#)
Library Mail, [383.2.5](#)
Media Mail, [373.2.3](#)
Standard Mail, [343.2.0](#)

commercial letters

First-Class Mail, [233.2.0](#)
Standard Mail, [243.2.0](#)

commercial parcels

Bound Printed Matter, [463.2.2](#)
First-Class Mail, [433.2.0](#)
Library Mail, [483.2.5](#)
Media Mail, [473.2.3](#)
Parcel Select, [453.2.4](#)
Standard Mail, [443.2.0](#)

Periodicals, [707.3.5.8](#)

retail mail

Express Mail, [113.2.2](#)
First-Class Mail, [133.2.0](#)
Library Mail, [183.2.2](#)
Media Mail, [173.2.2](#)
Parcel Post, [153.2.3](#)
Priority Mail, [123.2.3](#)

postcard, See [cards](#)

POSTNET barcode, [708.4.2](#)

poultry

adult fowl and chickens, [601.9.3.4](#)

day-old poultry, [601.9.3.2](#)

powders, [601.11.9](#)

precanceled stamps, See [postage stamps](#)

Premium Forwarding Service, [507.3.0](#)

prepayment of postage

Official Mail, [703.7.2.2](#)

Reply Mail, [114.1.3](#), [703.7.10.2](#)

prescription drugs, [601.11.11](#)

presort, See [commercial mail](#)

Presort Accuracy Validation and Evaluation program, (PAVE), [708.2.0](#)

presort mailing fee, See [mailing fees](#)

presort verification

commercial flats

Bound Printed Matter, [366.2.1](#), [366.3.8](#)
First-Class Mail, [336.2.0](#)
Library Mail, [386.1.0](#)
Media Mail, [376.1.0](#)
Standard Mail, [346.2.5](#)

commercial letters

First-Class Mail, [236.2.0](#)
Standard Mail, [246.2.5](#)

commercial parcels

- Bound Printed Matter, [466.2.1](#), [466.3.8](#)
- First-Class Mail, [436.2.0](#)
- Library Mail, [486.1.0](#)
- Media Mail, [476.1.0](#)
- Parcel Select, [456.1.0](#)
- Standard Mail, [446.2.5](#)

presorting, See *mail preparation* under individual classes of mail**prices and fees**

commercial flats

- Bound Printed Matter, [363.1.0](#)
- First-Class Mail, [333.1.0](#)
- Library Mail, [383.1.0](#)
- Media Mail, [373.1.0](#)
- Standard Mail, [343.1.0](#)

commercial letters

- First-Class Mail, [233.1.0](#)
- Standard Mail, [243.1.0](#)

commercial parcels

- Bound Printed Matter, [463.1.0](#)
- Express Mail, [413.1](#)
- First-Class Mail, [433.1.0](#)
- Library Mail, [483.1.0](#)
- Media Mail, [473.1.0](#)
- Parcel Select, [453.1.0](#)
- Priority Mail, [423.1](#)
- Standard Mail, [443.1.0](#)

Periodicals, [707.1.0](#)

retail mail

- Express Mail, [113.1.0](#)
- First-Class Mail, [133.1.0](#)
- Library Mail, [183.1.0](#)
- Media Mail, [173.1.0](#)
- Parcel Post, [153.1.0](#)
- Priority Mail, [123.1.0](#)

pricing, See *prices and fees***Pricing and Classification Service Center (PCSC)**

- address and phone number, [608.8.4](#)

print reflectance

- barcoded letters and flats, [708.4.4.2](#)
- barcoded parcels, [708.5.8](#)
- business reply mail, [507.9.8.2](#)

Priority Mail

- computing postage, [123.1.1](#), [123.1.10](#), [423.1.1](#), [423.1.9](#)
- combining with other classes of mail, [703.9.0](#)
- drop shipment, [705.16.0](#)
- eligibility for prices, [123.2.0](#), [423.2.0](#)
- flat-rate boxes, [123.1.5.2](#), [423.1.6.2](#)
- flat-rate envelope, [123.1.5.1](#), [423.1.6.1](#)
- keys and identification devices, [123.1.7](#)

mail preparation

- drop shipment, [705.16.5](#), [705.16.5.13](#)
- single-piece price, [125](#), [425](#)
- marking required on each mailpiece, [102.3.1](#), [102.4.2](#), [125.2.1](#)
- Pickup on Demand service, [507.6.0](#)
- prices, [123.1.3](#), [423.1.1](#)
- reship service, [507.11.7](#)
- undeliverable mail, [507.1.5.1](#)
- weight, minimum and maximum, [101.5.1](#)

Priority Mail Open and Distribute, [705.16.0](#)**Private Express Statutes, [608.5.1](#)****prohibited items, See *nonmailable matter*****publications, See *Periodicals*****Puerto Rico, [608.2.1](#)****Q****qualified business reply mail (QBRM)**

- See also *business reply mail (BRM)*
- authorization to participate, [507.9.3.2](#)
- eligibility for prices, [507.9.3.3](#) – [507.9.3.5](#)

fees, [507.9.2](#), [507.9.3.5](#)**quarantines, delivery of mail during, [508.2.2.4](#)****R****radioactive material, [601.10.18](#)****Rates and Classification Service Center (RCSC), see *Pricing and Classification Service Center (PCSC)*****recall of mail, [507.5.0](#)**

- how to recall mail, [507.5.2](#)
- who may recall, [507.5.1](#)

receptacles

- customer, [508.3.0](#)
- mailbox, [508.3.2](#)

recipient options, [508.1.0](#)**recipient services, [508](#)****record-keeping for Periodicals mailers, [707.8.0](#)****redirection, See *forwarding mail*****reflectance**

- barcodes, [708.4.4](#), [708.5.8](#)

refunds, 604.9.0

applying for a postage refund, 604.9.2.7, 604.9.4.16, 604.9.5.4
Express Mail, 604.9.5
metered mail, 604.9.3
postage and fees, 604.9.2
stamps affixed to business reply mail, 604.9.2.10
stamps, 604.9.1
value-added, 604.9.4

refused mail, 604.8.1.2, 507.1.8.2**registered mail, 503.2.0**

delivery, 503.2.5
fees, 503.2.1
fees assessment, 503.2.5
filing a claim, 609, 503.2.5
other extra services that can be added, 503.2.2.5
refunds, 503.2.3.4
required label, 503.2.4.4
sealing, 503.2.4.6
what may be mailed, 503.2.2.2

regular mailpieces, See *machinable letters, flats, or machinable parcels***reinforcement for mailpieces, 601.4.0****religious organization, See *nonprofit*****reply mail**

See also *business reply mail (BRM)*
bulk parcel return service, 507.12.0
courtesy reply mail, 201.3.15.2
merchandise return service, 507.11.0
metered reply mail, 604.4.4.2
Permit Reply Mail, 507.10.0

Repositionable Notes (RPNs), 705.21.0**reship service**

See also *Premium Forwarding Service*
Express Mail, 507.6.6.1
Priority Mail, 507.11.7

residential delivery

city routes, 508.2.1

restricted delivery, 503.7.0

after time of mailing, 503.7.3.2
at time of mailing, 503.7.3.1
delivery of items, 503.7.4
fees, 503.7.1.1
other extra services that can be added, 503.7.2.5
refunds, 503.7.1.3
what may be mailed, 503.7.2.2

restricted matter

controlled substances, 601.11.11

drug paraphernalia, 601.11.12
drugs, 601.11.11
noxious odors, 601.11.8

return address

general, 602.1.0
Periodicals, 707.3.2.3
when required, 602.1.5.3
with ancillary services, 602.1.9

return receipt, 503.6.0

after time of mailing, 503.6.3.2
delivery, 503.6.4
fees, 503.6.1.1
filing a request for delivery information, 503.6.5
other extra services that can be added, 503.6.2.3
refunds, 503.6.1.3
required label, 503.6.2.5
what may be mailed, 503.6.2.2

return receipt for merchandise, 503.8.0

delivery, 503.8.4
fees, 503.8.1.1
how to mail, 503.8.3.2
other extra services that can be added, 503.8.2.3
required label, 503.8.3.4
what may be mailed, 503.8.2.2

returned mail, 507.1.8**reusable mailpieces, 601.6.4, 601.6.5****revenue deficiency**

general, 604.10.1
nonprofit Standard Mail, 604.10.2

Ride-Along piece for Periodicals, 707.15.0**rural routes, 508.2.2****S****sacks**

barcoded labels, 708.6.0
Bound Printed Matter, 365.3.0, 465.3.0
First-Class Mail, 435.2.0
Library Mail, 385.3.0, 485.3.0
Media Mail, 375.3.0, 475.3.0
Parcel Select, 455.2.0
Periodicals, 707.20.1, 707.20.3
Standard Mail, 345.3.0, 445.3.0

saturation carrier route sequencing requirements

commercial flats, 345.6.9, 345.6.10
commercial letters, 245.6.8, 245.6.9
commercial parcels, 445.7.6, 445.7.7
Periodicals, 707.23.8, 707.23.9

Saturday delivery, 608.3.0**scheduling**

Deposit

Bound Printed Matter, 366.3.9.4, 466.3.9.4

Parcel Select, 456.2.9

Standard Mail, 246.2.6.4, 346.2.6.4, 446.2.6.4

Pickup on Demand, 507.6.5

scheme sort, See mail preparation under individual classes of mail**scorpions, 601.9.3.9****sealing, 601.4.0****Second-Class Mail, See Periodicals****self-mailer, 201.3.14****Sectional Center Facility (SCF), 246.4.0, 346.4.0, 366.5.0, 446.4.0, 466.5.0****sexually-oriented advertisements, 508.9.0****sharps, 601.10.17.4****shipper paid forwarding**

annual accounting fee, 507.4.2.9

fee, 507.4.2.10

how it works, 507.2.3.5

how to sign up, 507.4.2.9

shipping, See Parcel Post**shipping papers for hazardous materials, 601.10.9****shortpaid mail, 604.6.0, 604.8.1****Signature Confirmation, 503.10.0**

barcodes on privately printed labels, 503.10.4

electronic file transmission for electronic option, 503.10.5

electronic option, 503.10.2.4

fees, 503.10.1.1

other extra services that can be added, 503.10.2.6

required labels, 503.10.3

retail option, 503.10.2.4

what may be mailed, 503.10.2.2

where to mail, 503.10.6

simplified address, 602.3.2**single-piece price**

Express Mail, 113

First-Class Mail, 133

Library Mail, 183

Media Mail, 173

Parcel Post, 153

Priority Mail, 123

size

automation cards and letters, 201.3.0

automation flats, 301.3.0

barcoded parcels, 402.4.0

Express Mail, 101.4.1, 101.5.2

First-Class Mail, 101.6.3, 201.1.2, 202.1.2

flats, 101.2.1, 301.1.2

general, maximum and minimum, 601.1.2 – 601.1.3

letters, 101.1.2, 201.1.0, 201.2.1

machinable parcels, 101.3.0, 401.1.3

nonmachinable letters, 101.1.0, 201.2.0

nonmachinable parcels, 101.3.6,

nonmailable, 101.3.0, 401.1.3

Package Services, 101.7.0 – 101.9.0, 301.2.3 – 301.2.5

Periodicals, 707.3.5.2

Standard Mail, 301.2.2.1, 401.2.2.1

skill contests, 601.12.7**sleeves, for letter trays**

flats, 345.3.5

letters, 235.3.4, 245.3.4

Periodicals, 707.20.1.3

software specifications, 708.3.2**sorting mail, See mail preparation under individual classes of mail****sound recordings**

packaging, 601.7.4

space available mail (SAM), 703.2.1.3**special handling, 503.12.0**

fees, 503.12.1.1

marking, 503.12.2.5

other extra services that can be added, 503.12.2.3

what may be mailed, 503.12.2.2

special mailing containers, 601.6.0**Special Standard Mail, See Media Mail, general****specimens, 601.10.17.3e.****stamp collecting, See philatelic services****stamped stationery, 604.2.1****stamps, See postage stamps****Standard Mail, flats**

alternate payment methods, 705.5.0

annual mailing fee, 343.3.4

attachments, 343.2.5

- automation mailings, 343.7.0
 - cobundling, 705.9.3.3
 - enclosures, 343.7.4
 - weight, 301.3.2.2
 - barcodes, 343.7.3
 - bundling, 345.2.0
 - computing postage, 343.1.6,
 - carrier route sequencing requirements, 345.6.9, 345.6.10
 - circulars, 343.2.0
 - combining with other classes of mail, 343.2.5, 703.9.0
 - content standards, 343.2.0
 - cotraying and cosacking bundles, 705.9.0
 - deposit, 346.1.0, 346.2.6
 - scheduling appointments for, 346.2.6.3
 - vehicle unloading, 346.2.6.9
 - destination entry, 346.2.0
 - DBMC entry, 346.3.0
 - DDU entry, 346.5.0
 - DSCF entry, 346.4.0
 - discount, 346.2.0 – 346.5.0
 - dimensions, 301.2.2
 - documentation, 344.4.0
 - automation, 344.4.3
 - basic, 344.4.2
 - facsimile postage statements, 344.4.9
 - multiple mailings, 344.4.8
 - standard format, 344.4.4, 344.4.6, 708.1.0
 - eligibility 343
 - automation flats, 343.7.0
 - basic, 343.4.0
 - enhanced carrier route flats, 343.6.0
 - machinable/nonmachinable flats, 343.5.0
 - enclosures, 343.2.5
 - envelopes, enclosed, 343.7.4
 - fees, 343.1.5
 - general standards for any Standard Mail mailing, 343.3.3
 - mail preparation, 345
 - automation flats, 345.7.0
 - bundles, 345.2.0
 - bundling for enhanced carrier route prices, 345.6.3 – 345.6.4
 - bundling for presorted flats, 345.5.0
 - bundles on pallets, 705.8.9, 705.8.10.3
 - carrier route information line, 345.2.12
 - combined automation and presorted flats, 705.9.3, 705.11.3
 - combined flats on pallets, 705.8.16.3
 - containerization of bundles, 705.10.2
 - Customized MarketMail, 705.1.4
 - enhanced carrier route flats, 345.6.0
 - general information, 345.1.0
 - machinable mail, 345.7.0
 - merged flats in sacks, 705.10.2.4
 - merged flats on pallets, 705.10.2.5, 705.12.2.4, 705.13.2.4
 - optional endorsement line, 345.2.0
 - presorted flats, 345.5.0
 - sack labels, 345.6.0
 - sacks, 345.5.0
 - sacks on pallets, 705.8.10.3
 - tray labels, 345.6.0
 - trays, 345.5.0
 - trays on pallets, 705.8.10.3
 - markings, 302.3.0
 - enhanced carrier route prices, 345.6.1
 - mixed mail, 703.2.7
 - presorted prices, 345.5.1
 - merged pallets of bundles
 - using 5% Threshold, 705.12.2
 - using 5% Threshold and City State Product, 705.13.2
 - nonprofit
 - applications for nonprofit prices
 - applying for authorization, 703.1.7
 - applying for authorization at additional offices, 703.1.8
 - mailing while application is pending, 703.1.9
 - what may be mailed, 703.1.6
 - who will qualify, 703.1.2, 703.1.3
 - prices
 - flats, 343.1.4, 343.1.5
 - letters, 243.1.5 – 243.1.7
 - parcels, 443.1.3, 443.1.6
 - physical standards, 301
 - postage payment methods, 344.2.0, 344.3.0
 - postage statements, *See documentation*
 - price eligibility
 - automation prices, 343.7.0
 - destination entry discounts, 346.2.0 – 346.5.0
 - enhanced carrier route prices, 343.6.0
 - presorted prices, 343.5.0
 - prices and fees, 343.1.0
 - reply card, enclosed,
 - size, 301.2.2.1
 - undeliverable mail, 507.1.5.3
 - weight, 301.2.2.1, 343.2.1
 - written additions, 343.2.6
 - ZIP Code accuracy, 343.3.8
- Standard Mail, letters**
- alternate payment methods, 705.5.0
 - annual mailing fee, 243.1.7.1, 243.3.4
 - attachments, 243.2.5
 - automation mailings
 - enclosures, 243.7.5
 - physical standards, 201.3.0
 - barcodes, 243.7.4
 - bundling, 245.2.0
 - computing postage, 243.1.8,
 - carrier route sequencing requirements, 245.6.8, 245.6.9

- circulars, [243.2.0](#)
 - combining with other classes of mail, [243.2.5](#), [703.9.0](#)
 - content standards, [243.2.0](#)
 - deposit of, [246.1.0](#)
 - scheduling appointments for, [246.2.6](#)
 - vehicle unloading, [246.2.6.9](#)
 - destination entry, [246.2.0](#)
 - DBMC entry, [246.3.0](#)
 - DDU entry, [246.5.0](#)
 - DSCF entry, [246.4.0](#)
 - discount for destination entry, [246.2.0](#) – [246.5.0](#)
 - documentation, [244.4.0](#)
 - automation, [244.4.3](#)
 - basic, [244.4.2](#)
 - facsimile postage statements, [244.4.9](#)
 - multiple mailings, [244.4.8](#)
 - standard format, [244.4.4](#), [244.4.6](#), [708.1.0](#)
 - eligibility [243](#)
 - automation, [243.7.0](#)
 - basic, [243.4.0](#)
 - ECR flats, [243.6.0](#)
 - machinable/nonmachinable, [243.5.0](#)
 - envelopes, enclosed, [243.7.5](#)
 - enclosures, [243.2.5](#)
 - fees, [243.1.7](#)
 - general standards for any Standard Mail mailing, [243.3.3](#)
 - mail preparation, [245](#)
 - automation letters, [245.7.0](#)
 - bundles, [245.2.0](#)
 - bundling for enhanced carrier route prices, [245.6.4](#) – [245.6.4](#)
 - bundles on pallets, [705.8.9](#), [705.8.10.3](#)
 - carrier route information line, [245.2.9](#)
 - containerization of bundles, [705.10.2](#)
 - Customized MarketMail, [705.1.4](#)
 - enhanced carrier route letters and cards mailings, [245.6.0](#)
 - enhanced carrier route letters and cards, [245.6.4](#), [245.6.6](#)
 - general information, [245.1.0](#)
 - presorted machinable letters and cards, [245.5.3](#)
 - presorted nonmachinable letters and cards, [245.5.4](#)
 - tray labels, [245.4.0](#)
 - trays, [245.3.0](#)
 - trays on pallets, [705.8.10.3](#)
 - markings required on each mailpiece, [202.2.0](#)
 - enhanced carrier route prices, [245.6.1](#)
 - mixed mail, [703.2.7](#)
 - presorted prices, [245.5.1](#)
 - nonprofit
 - applications for nonprofit prices
 - applying for authorization, [703.1.7](#)
 - applying for authorization at additional offices, [703.1.8](#)
 - mailing while application is pending, [703.1.9](#)
 - what may be mailed, [703.1.6](#)
 - who will qualify, [703.1.2](#), [703.1.3](#)
 - prices
 - flats, [343.1.4](#), [343.1.5](#)
 - letters, [243.1.5](#) – [243.1.7](#)
 - parcels, [443.1.3](#), [443.1.6](#)
 - physical standards, [201](#)
 - postage payment methods, [244](#)
 - automation, [244.3.0](#)
 - enhanced carrier route, [244.2.0](#)
 - presorted, [244.2.0](#)
 - postage statements, *See documentation*
 - price eligibility
 - automation prices, [201.3.5](#), [243.4.0](#) – [243.7.0](#)
 - destination entry discounts, [246.2.0](#) – [246.5.0](#)
 - enhanced carrier route prices, [243.6.0](#)
 - prices and fees, [243.1.0](#)
 - reply card, enclosed, [243.7.5](#)
 - size, [201](#)
 - undeliverable mail, [507.1.5.3](#)
 - weight, [243.2.1](#)
 - written additions, [243.2.6](#)
 - ZIP Code accuracy, [243.3.8](#)
- Standard Mail, parcels**
- alternate payment methods, [705.5.0](#)
 - annual mailing fee, [443.1.6.1](#), [443.3.4](#)
 - attachments, [443.2.5](#)
 - bundling, [445.2.5](#)
 - computing postage, [443.1.1](#), [443.1.7](#)
 - carrier route sequencing requirements, [445.7.5](#), [445.7.6](#)
 - circulars, [443.2.0](#)
 - combined mailings with Package Services parcels, [705.6.1](#)
 - documentation, [705.6.1.3](#)
 - postage payment, [705.6.1.2](#)
 - preparation, [705.6.2.3](#)
 - qualification, [705.6.1.1](#)
 - combined parcels mailings, [705.6.3](#)
 - postage payment, [705.6.1.2](#)
 - qualification, [705.6.3.1](#)
 - combining with other classes of mail, [443.2.5](#), [703.9.0](#)
 - content standards, [443.2.0](#)
 - deposit, [446](#)
 - scheduling appointments for, [446.2.6.3](#)
 - vehicle unloading, [346.2.6.9](#)
 - destination entry, [446.2.0](#)
 - DBMC entry, [446.3.0](#)
 - DDU entry, [446.5.0](#)
 - DSCF entry, [446.4.0](#)

- discounts
 - for destination entry, [446.2.0 – 446.5.0](#)
 - documentation, [444.3.0](#)
 - basic, [444.3.2](#)
 - facsimile postage statements, [444.3.8](#)
 - multiple mailings, [444.3.7](#)
 - standard format, [444.3.3](#), [444.3.5](#), [708.1.0](#)
 - eligibility [443](#)
 - basic, [443.3.0](#), [443.4.0](#)
 - enhanced carrier route, [443.6.0](#)
 - presorted parcels, [443.5.0](#)
 - enclosures, [443.2.5](#)
 - extra services that can be added, [443.4.5](#)
 - fees, [443.1.6](#)
 - general standards for any Standard Mail mailing, [443.3.3](#)
 - mail preparation, [445](#)
 - bundles, [445.2.0](#)
 - bundling for enhanced carrier route prices, [445.7.4](#)
 - bundling for irregular parcels, [445.5.4](#), [445.7.5](#)
 - bundles on pallets, [705.8.9](#), [705.8.10.3](#)
 - carrier route information line, [445.2.10](#)
 - combined machinable parcels, [705.6.0](#)
 - containerization of bundles, [705.10.2](#)
 - enhanced carrier route parcels, [445.7.0](#)
 - machinable parcels on pallets, [705.8.17](#)
 - Not Flat-Machinable (NFM) pieces, [445.6.0](#)
 - presorted irregular parcels, [445.5.4](#)
 - presorted machinable parcels, [445.5.3](#)
 - sack labels, [445.4.0](#)
 - sacks, [445.3.0](#)
 - sacks on pallets, [705.8.10.3](#)
 - markings required on each mailpiece, [402.1.2](#)
 - enhanced carrier route prices, [445.7.1](#)
 - mixed mail, [703.2.7](#)
 - presorted prices, [445.5.1](#)
 - nonprofit
 - applications for nonprofit prices
 - applying for authorization, [703.1.7](#)
 - applying for authorization at additional offices, [703.1.8](#)
 - mailing while application is pending, [703.1.9](#)
 - what may be mailed, [703.1.6](#)
 - who will qualify, [703.1.2](#), [703.1.3](#)
 - prices
 - flats, [343.1.4](#), [343.1.5](#)
 - letters, [243.1.5 – 243.1.7](#)
 - parcels, [443.1.3](#), [443.1.6](#)
 - Not Flat-Machinable (NFM) pieces, [401.2.2.2](#)
 - physical standards, [401](#)
 - postage payment methods, [444](#)
 - enhanced carrier route parcels, [444.2.0](#)
 - presorted parcels, [444.2.0](#)
 - postage statements, *See documentation*
 - price eligibility
 - destination entry discounts, [446.2.0 – 446.5.0](#)
 - enhanced carrier route prices, [443.6.0](#)
 - prices and fees, [443.1.0](#)
 - shipper paid forwarding, [507.4.2.9](#)
 - size, [401.2.2.1](#)
 - undeliverable mail, [507.1.5.3](#)
 - weight, [401.2.2.1](#), [443.2.1](#)
 - written additions, [443.2.6](#)
 - ZIP Code accuracy, [443.3.8](#)
- Standard Mail (A), *See Standard Mail***
- Standard Mail (B), *See Bound Printed Matter, Library Mail, Media Mail, or Parcel Post***
- standardized documentation, [708.1.0](#)**
- staples, [201.3.9](#), [301.3.4.2](#), [601.4.8](#)**
- statement of ownership, management, and circulation for Periodicals, [707.8.3](#)**
- statements of account**
- Express Mail, [113.3.0](#)
 - Priority Mail, [123.3.0](#)
 - First-Class Mail
 - commercial flats, [333.2.2](#)
 - commercial letters, [233.2.2](#)
 - commercial parcels, [433.2.2](#)
 - retail mail, [133.3.2](#)
 - solicitations in guise of, [601.12.1](#)
- stationery, [604.2.0](#)**
- personalized stamped envelopes sold by USPS, [604.2.2](#)
 - plain stamped envelopes sold by USPS, [604.2.1](#)
 - prices and fees, [604.2.1.1](#), [604.2.2.1](#), [604.2.3.2](#)
 - stamped cards, [604.2.3.1](#)
- stickers, [201.3.13](#), [301.3.7](#)**
- sweepstakes, [601.12.6](#)**
- T**
- tabbing, [201.3.11](#), [301.3.5](#)**
- tape**
- sealing mailpieces, [601.4.3 – 601.4.5](#)

territories and possessions of the U.S., 608.2.0

Third-Class Mail, See *Standard Mail*

tobacco, 601.11.12

toxic substances, 601.10.16

tracking, 503.13.2

trademarks of the USPS, 608.7.1

trays

flat tray

First-Class Mail, 335.3.0

letter tray

First-Class Mail, 235.3.0

Periodicals, 707.20.1, 707.20.2

Standard Mail, 245.3.0, 345.3.0

barcoded labels, 708.6.0

treatment of mail, 507.1.0

tubs, See *trays*

U

undeliverable mail

endorsements used by USPS, 507.1.4.1

First-Class Mail, 507.1.5.1

Package Services, 507.1.5.4

Periodicals, 507.1.5.2

Priority Mail, 507.1.5.1

Standard Mail, 507.1.5.3

with extra services, 507.1.4.5

unaddressed mail, See *dead mail*

unpaid mail, 508.2.2.5, 508.2.3.3

U.S. Armed Forces Mail, 703.2.0, 703.4.0

eligibility, 703.4.1.1, 703.4.2.2

matter sent free, 703.4.2

postage, 703.4.1.2

U.S. Department of Transportation

regulation of hazardous materials, 601.10.2

U.S. government mail

Department of State mail, 703.3.0

free mail for U.S. armed forces, 703.4.2

military address, 703.4.2.4

military mail, 703.2.0, 703.4.0

official mail for Members of Congress, 703.6.1.1

official mail for U.S. government, 703.6.0, 703.7.0

prepared by contractors, 703.7.15

voting materials, 703.8.0

U.S. Postal Service (USPS)

address for USPS functional areas, 608.8.1 – 608.8.3

appealing decision made about mailing standards, 607.2.0

business mail entry offices, addresses and phone numbers, 608.8.4

copyrights of the USPS, 608.7.2

complaints, 608.6.1

Domestic Mail Manual, general information, 608.1.0

holidays recognized by USPS, 608.3.2

philatelic services offered by USPS, 608.4.0

postal publications, 608.7.2

Post Offices, general information, 608.3.1, 608.3.2

postal inspection of mail, See *inspection by USPS*

Pricing and Classification Service Center (PCSC), 608.8.4

Private Express Statutes, 608.5.1

reporting crimes, 608.6.2

requesting exceptions to mailing standards, 607.2.0

service to territories and possessions of the United States, 608.2.0

trademarks of the USPS, 608.7.1

V

valuable items, 609.3.2, 503.2.3.1

volume requirements

commercial flats

Bound Printed Matter, 363.4.0

First-Class Mail, 333.3.3

Library Mail, 383.3.2

Media Mail, 373.3.2

Standard Mail, 343.3.3

commercial letters

First-Class Mail, 233.3.3

Standard Mail, 243.3.3

commercial parcels

Bound Printed Matter, 463.4.0

First-Class Mail, 433.3.3

Library Mail, 483.3.2

Media Mail, 473.3.2

Parcel Select, 453.3.1

Priority Mail, 424.2.2

Standard Mail, 443.3.3

retail mailings paid with permit imprint

First-Class Mail, 134.2.2

Library Mail, 184.2.2

Media Mail, 174.2.2

Parcel Post, 154.2.2

voting

absentee balloting materials, 703.8.0

voter registration commissions

mailing list services, 507.7.3.4, 507.7.7

W**walk sequence carrier route sequencing requirements**

commercial letters, [245.6.8](#), [245.6.9](#)
commercial flats, [345.6.9](#), [345.6.10](#)
commercial parcels, [445.7.6](#), [445.7.7](#)
Periodicals, [707.23.8](#), [707.23.9](#)

window envelopes and inserts, [202.5.0](#), [601.6.3](#)

wine, [601.11.7](#)

written matter, See *handwriting*

Z**Z4CHANGE**

list matching, [708.3.3.2](#)

ZIP Code, [602.1.8](#)

sorting cards by 5-digit ZIP Code, [507.7.6](#)

ZIP Code Accuracy

commercial flats

Bound Printed Matter, [363.4.3](#)
First-Class Mail, [333.3.6](#)
Standard Mail, [343.3.8](#)

commercial letters

First-Class Mail, [233.3.6](#)
Standard Mail, [243.3.8](#)

commercial parcels

Bound Printed Matter, [463.4.3](#)
First-Class Mail, [433.3.6](#)
Standard Mail, [443.3.8](#)

ZIP+4 code, [602.1.8.2](#)

zone charts, [708.10.3](#)

zones, for computing postage, [708.1.6](#)