

# Postage Statement — Standard Mail

Post Office: Note Mail Arrival Date & Time

<b>Mailer</b>	Permit Holder's Name and Address and Email Address, If Any	Telephone	Name and Address of Mailing Agent (If other than permit holder)	Telephone	Name and Address of Individual or Organization for Which Mailing Is Prepared (If other than permit holder)
	CAPS Cust. Ref. No. _____ Customer No. _____		Customer No. _____		Customer No. _____

<b>Mailing</b>	Post Office of Mailing	Processing Category <input type="checkbox"/> Letters <input type="checkbox"/> CMM <input type="checkbox"/> Flats <input type="checkbox"/> NFM <input type="checkbox"/> Parcels - Machinable <input type="checkbox"/> Parcels - Irregular <input type="checkbox"/> Letters - Paid as NFMs <input type="checkbox"/> ECR Letters - Paid as ECR Flats	Mailing Date	Federal Agency Cost Code	Statement Seq. No.	No. and type of Containers ____ Sacks ____ 1 ft. Letter Trays ____ 2 ft. LetterTrays ____ EMM Letter Trays ____ Flat Trays ____ Pallets ____ Other
	Type of Postage <input type="checkbox"/> Permit Imprint <input type="checkbox"/> Precanceled Stamps <input type="checkbox"/> Metered		Weight of a Single Piece 0 . _____ pounds		Total Pieces	
	Permit #	For Mail Enclosed within Another Class <input type="checkbox"/> Bound Printed Matter <input type="checkbox"/> Library Mail <input type="checkbox"/> Media Mail <input type="checkbox"/> Parcel Post	<input type="checkbox"/> Periodicals	If Sacked, Based on <input type="checkbox"/> 125 pcs <input type="checkbox"/> 15 lbs. <input type="checkbox"/> both	Total Weight	
	For Automation Price Pieces, Enter Date of Address Matching and Coding ____ / ____ / ____	For Enhanced Carrier Route Price Pieces, Enter Date of Address Matching and Coding ____ / ____ / ____	For Enhanced Carrier Route Price Pieces, Enter Date of Carrier Route Sequencing ____ / ____ / ____			

Move Update method:  
 Ancillary service endorsement  FASTforward  NCOALink  ACS  Alternative method  Multiple

<b>Postage</b>	Parts Completed (Select all that apply) <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H <input type="checkbox"/> I <input type="checkbox"/> J <input type="checkbox"/> K <input type="checkbox"/> L <input type="checkbox"/> S	
	<b>Total Postage</b> (Add parts totals)	
	Price at Which Postage Affixed (Check one) <input type="checkbox"/> Correct <input type="checkbox"/> Lowest <input type="checkbox"/> Neither	_____ pcs. x \$ _____ = <b>Postage Affixed</b>
	<b>Net Postage Due</b> (Subtract postage affixed from total postage)	
	For USPS Use Only: Additional Postage Payment (State reason)	
	For postage affixed add additional payments to net postage due; for permit imprint add additional payment to total postage.	<b>Total Adjusted Postage Affixed</b>

Postmaster: Report Total Postage in (Permit Imprint Only) <b>AIC 130</b>	<b>Total Adjusted Postage Permit Imprint</b>
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<b>Certification</b>	The mailer's signature certifies acceptance of liability for and agreement to pay any revenue deficiencies assessed on this mailing, subject to appeal. If an agent signs this form, the agent certifies that he or she is authorized to sign on behalf of the mailer, and that the mailer is bound by the certification and agrees to pay any deficiencies. In addition, agents may be liable for any deficiencies resulting from matters within their responsibility, knowledge, or control. The mailer hereby certifies that all information furnished on this form is accurate, truthful, and complete; that the mail and the supporting documentation comply with all postal standards and that the mailing qualifies for the rates and fees claimed; and that the mailing does not contain any matter prohibited by law or postal regulation. I understand that anyone who furnishes false or misleading information on this form or who omits information requested on this form may be subject to criminal and/or civil penalties, including fines and imprisonment. <i>Privacy Notice: For information regarding our Privacy Policy visit <a href="http://www.usps.com">www.usps.com</a>.</i>		
	Signature of Mailer or Agent	Printed Name of Mailer or Agent Signing Form	Telephone

<b>USPS Use Only</b>	Weight of a Single Piece 0 . _____ pounds	Are postage figures at left adjusted from mailer's entries? If "Yes" state reason. <input type="checkbox"/> Yes <input type="checkbox"/> No		
	Total Pieces	Total Weight		
	Total Postage			Round Stamp (Required)
	Presort Verification Performed? (Check one) <input type="checkbox"/> Yes <input type="checkbox"/> No			
	I CERTIFY that this mailing has been inspected concerning: (1) eligibility for postage rates claimed; (2) proper preparation (and presort where required); (3) proper completion of postage statement; and (4) payment of annual fee (if required).		Date Mailed Notified	Contact
	Verifying Employee's Signature		By (Initials)	
		Print Verifying Employee's Name	Time AM PM	

# Standard Mail

**Part A**  
Automation Letters

Check box at left if prices are populated in this section.

**Letters 3.3 oz. (0.2063 lbs.) or less**

Entry	Price Category	Price	No. of Pieces	Total
A1	None	5-Digit	\$0.225	
A2	None	3-Digit	0.241	
A3	None	AADC	0.244	
A4	None	Mixed AADC	0.257	
A5	DBMC	5-Digit	0.192	
A6	DBMC	3-Digit	0.208	
A7	DBMC	AADC	0.211	
A8	DBMC	Mixed AADC	0.224	
A9	DSCF	5-Digit	0.183	
A10	DSCF	3-Digit	0.199	
A11	DSCF	AADC	0.202	

**Letters Over 3.3 oz. up to 3.5 oz. - Rate includes a discount that equals the nonletter piece price minus the letter piece rate.**

Entry	Price Category	Piece Price	Or Amount Affixed	No of Pieces	Pieces Subtotal	Pound Price	Pounds	Pounds Subtotal	Total
A12	None	5-Digit	\$0.074			\$0.733			
A13	None	3-Digit	0.090			0.733			
A14	None	AADC	0.093			0.733			
A15	None	Mixed AADC	0.106			0.733			
A16	DBMC	5-Digit	0.074			0.574			
A17	DBMC	3-Digit	0.090			0.574			
A18	DBMC	AADC	0.093			0.574			
A19	DBMC	Mixed AADC	0.106			0.574			
A20	DSCF	5-Digit	0.074			0.530			
A21	DSCF	3-Digit	0.090			0.530			
A22	DSCF	AADC	0.093			0.530			

For affixed postage mailings as described in DMM 243, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.

**Part A Total**

# Standard Mail

**Part B**  
Automation Flats

Check box at left if prices are populated in this section.

**Flats 3.3 oz. (0.2063 lbs.) or less**

	Entry	Price Category	Price	No. of Pieces	Total
B1	None	5-Digit	\$0.339		
B2	None	3-Digit	0.400		
B3	None	ADC	0.436		
B4	None	Mixed ADC	0.489		
B5	DBMC	5-Digit	0.306		
B6	DBMC	3-Digit	0.367		
B7	DBMC	ADC	0.403		
B8	DBMC	Mixed ADC	0.456		
B9	DSCF	5-Digit	0.297		
B10	DSCF	3-Digit	0.358		
B11	DSCF	ADC	0.394		

**Flats Over 3.3 oz. but less than 16 oz.**

	Entry	Price Category	Piece Price	Or Amount Affixed	No of Pieces	Pieces Subtotal	Pound Price	Pounds	Pounds Subtotal	Total
B12	None	5-Digit	\$0.188				\$0.733			
B13	None	3-Digit	0.249				0.733			
B14	None	ADC	0.285				0.733			
B15	None	Mixed ADC	0.338				0.733			
B16	DBMC	5-Digit	0.188				0.574			
B17	DBMC	3-Digit	0.249				0.574			
B18	DBMC	ADC	0.285				0.574			
B19	DBMC	Mixed ADC	0.338				0.574			
B20	DSCF	5-Digit	0.188				0.530			
B21	DSCF	3-Digit	0.249				0.530			
B22	DSCF	ADC	0.285				0.530			

For affixed postage mailings as described in DMM 343, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.

**Part B Total**

# Standard Mail

**Part C**  
Parcels

Check box at left if prices are populated in this section.

**Machinable Parcels**

Entry	Price Category	Piece Price	Or Amount Affixed	No of Pieces	Pieces Subtotal	Pound Price	Pounds	Pounds Subtotal	Total
C1	None	5-Digit	\$0.400			\$0.733			
C2	None	BMC	0.799			0.733			
C3	None	Mixed BMC	1.007			0.733			
C4	DBMC	5-Digit	0.400			0.574			
C5	DBMC	BMC	0.799			0.574			
C6	DSCF	5-Digit	0.400			0.524			
C7	DDU	5-Digit	0.400			0.402			
C8	Nonbarcoded Surcharge		0.050						

For affixed postage mailings as described in DMM 443, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.

**Part C Total**

**Part D**  
Nonautomation Letters

Check box at left if prices are populated in this section.

**Machinable Letters 3.3 oz. (0.2063 lbs.) or less**

Entry	Price Category	Price	No. of Pieces	Total
D1	None	AADC	\$0.258	
D2	None	Mixed AADC	0.260	
D3	DBMC	AADC	0.225	
D4	DBMC	Mixed AADC	0.227	
D5	DSCF	AADC	0.216	

**Nonmachinable Letters 3.3 oz. (0.2063 lbs.) or less**

Entry	Price Category	Price	No. of Pieces	Total
D6	None	5-Digit	\$0.343	
D7	None	3-Digit	0.438	
D8	None	ADC	0.461	
D9	None	Mixed ADC	0.561	
D10	DBMC	5-Digit	0.310	
D11	DBMC	3-Digit	0.405	
D12	DBMC	ADC	0.428	
D13	DBMC	Mixed ADC	0.528	
D14	DSCF	5-Digit	0.301	
D15	DSCF	3-Digit	0.396	
D16	DSCF	ADC	0.419	

**Part D Total**

# Standard Mail

**Part E**  
Nonautomation Flats

Check box at left if prices are populated in this section.

**Flats 3.3 oz. (0.2063 lbs.) or less**

	Entry	Price Category	Price	No. of Pieces	Total
E1	None	5-Digit	\$0.366		
E2	None	3-Digit	0.451		
E3	None	ADC	0.483		
E4	None	Mixed ADC	0.553		
E5	DBMC	5-Digit	0.333		
E6	DBMC	3-Digit	0.418		
E7	DBMC	ADC	0.450		
E8	DBMC	Mixed ADC	0.520		
E9	DSCF	5-Digit	0.324		
E10	DSCF	3-Digit	0.409		
E11	DSCF	ADC	0.441		

**Flats Over 3.3 oz. but less than 16 oz.**

	Entry	Price Category	Piece Price	Or Amount Affixed	No of Pieces	Pieces Subtotal	Pound Price	Pounds	Pounds Subtotal	Total
E12	None	5-Digit	\$0.215				\$0.733			
E13	None	3-Digit	0.300				0.733			
E14	None	ADC	0.332				0.733			
E15	None	Mixed ADC	0.402				0.733			
E16	DBMC	5-Digit	0.215				0.574			
E17	DBMC	3-Digit	0.300				0.574			
E18	DBMC	ADC	0.332				0.574			
E19	DBMC	Mixed ADC	0.402				0.574			
E20	DSCF	5-Digit	0.215				0.530			
E21	DSCF	3-Digit	0.300				0.530			
E22	DSCF	ADC	0.332				0.530			

For affixed postage mailings as described in DMM 343, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.

**Part E Total**

# Standard Mail

**Part F**  
Irregular Parcels

Check box at left if prices are populated in this section.

## Parcels 3.3 oz. (0.2063 lbs.) or less

Entry	Price Category	Price	No. of Pieces	Total
F1	None	5-Digit	\$0.708	
F2	None	3-Digit	0.761	
F3	None	ADC	1.080	
F4	None	Mixed ADC	1.330	
F5	DBMC	5-Digit	0.675	
F6	DBMC	3-Digit	0.728	
F7	DBMC	ADC	1.047	
F8	DBMC	Mixed ADC	1.297	
F9	DSCF	5-Digit	0.665	
F10	DSCF	3-Digit	0.718	
F11	DSCF	ADC	1.037	
F12	DDU	5-Digit	0.640	
F13	Nonbarcoded Surcharge	0.050		

## Parcels Over 3.3 oz. but less than 16 oz.

Entry	Price Category	Piece Price	Or Amount Affixed	No of Pieces	Pieces Subtotal	Pound Price	Pounds	Pounds Subtotal	Total
F14	None	5-Digit	\$0.557			\$0.733			
F15	None	3-Digit	0.610			0.733			
F16	None	ADC	0.929			0.733			
F17	None	Mixed ADC	1.179			0.733			
F18	DBMC	5-Digit	0.557			0.574			
F19	DBMC	3-Digit	0.610			0.574			
F20	DBMC	ADC	0.929			0.574			
F21	DBMC	Mixed ADC	1.179			0.574			
F22	DSCF	5-Digit	0.557			0.524			
F23	DSCF	3-Digit	0.610			0.524			
F24	DSCF	ADC	0.929			0.524			
F25	DDU	5-digit	0.557			0.402			
F26	Nonbarcoded Surcharge	0.050							

For affixed postage mailings as described in DMM 443, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.

**Part F Total**

# Standard Mail

**Part G**  
Not Flat-Machinable

Check box at left if prices are populated in this section.

**Not Flat-Machinables 3.3 oz. (0.2063 lbs.) or less**

	Entry	Price Category	Price	No. of Pieces	Total
G1	None	5-Digit	\$0.519		
G2	None	3-Digit	0.580		
G3	None	ADC	0.871		
G4	None	Mixed ADC	1.183		
G5	DBMC	5-Digit	0.486		
G6	DBMC	3-Digit	0.547		
G7	DBMC	ADC	0.838		
G8	DBMC	Mixed ADC	1.150		
G9	DSCF	5-Digit	0.476		
G10	DSCF	3-Digit	0.537		
G11	DSCF	ADC	0.828		
G12	DDU	5-Digit	0.451		
G13	Nonbarcoded Surcharge		0.050		

**Not Flat-Machinables Over 3.3 oz. but less than 16 oz.**

	Entry	Price Category	Piece Price	Or Amount Affixed	No of Pieces	Pieces Subtotal	Pound Price	Pounds	Pounds Subtotal	Total
G14	None	5-Digit	\$0.368				\$0.733			
G15	None	3-Digit	0.429				0.733			
G16	None	ADC	0.720				0.733			
G17	None	Mixed ADC	1.032				0.733			
G18	DBMC	5-Digit	0.368				0.574			
G19	DBMC	3-Digit	0.429				0.574			
G20	DBMC	ADC	0.720				0.574			
G21	DBMC	Mixed ADC	1.032				0.574			
G22	DSCF	5-Digit	0.368				0.524			
G23	DSCF	3-Digit	0.429				0.524			
G24	DSCF	ADC	0.720				0.524			
G25	DDU	5-Digit	0.368				0.402			
G26	Nonbarcoded Surcharge		0.050							

For affixed postage mailings as described in DMM 443, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.

**Part G Total**

# Standard Mail

**Part H**  
Enhanced Carrier Route Letters

Check box at left if prices are populated in this section.

**Letters 3.3 oz. (0.2063 lbs.) or less**

	Entry	Price Category	Price	No. of Pieces	Total
H1	None	Saturation	\$0.179		
H2	None	High Density	0.190		
H3	None	Basic	0.234		
H4	DBMC	Saturation	0.146		
H5	DBMC	High Density	0.157		
H6	DBMC	Basic	0.201		
H7	DSCF	Saturation	0.137		
H8	DSCF	High Density	0.148		
H9	DSCF	Basic	0.192		

**Letters Over 3.3 oz. up to 3.5 oz. - Price includes a discount that equals the nonletter piece price minus the letter piece price.**

	Entry	Price Category	Piece Price	Or Amount Affixed	No of Pieces	Pieces Subtotal	Pound Price	Pounds	Pounds Subtotal	Total
H10	None	Saturation	\$0.054				\$0.604			
H11	None	High Density	0.065				0.604			
H12	None	Basic	0.103				0.635			
H13	DBMC	Saturation	0.054				0.445			
H14	DBMC	High Density	0.065				0.445			
H15	DBMC	Basic	0.103				0.476			
H16	DSCF	Saturation	0.054				0.401			
H17	DSCF	High Density	0.065				0.401			
H18	DSCF	Basic	0.103				0.432			

For affixed postage mailings as described in DMM 243, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.

**Part H Total**



# Standard Mail

## Part I Enhanced Carrier Route Flats

Check box at left if prices are populated in this section.

### Flats 3.3 oz. (0.2063 lbs.) or less

	Entry	Price Category	Price	No. of Pieces	Total
I1	None	Saturation	\$0.191		
I2	None	High Density	0.210		
I3	None	Basic	0.255		
I4	DBMC	Saturation	0.158		
I5	DBMC	High Density	0.177		
I6	DBMC	Basic	0.222		
I7	DSCF	Saturation	0.149		
I8	DSCF	High Density	0.168		
I9	DSCF	Basic	0.213		
I10	DDU	Saturation	0.140		
I11	DDU	High Density	0.159		
I12	DDU	Basic	0.204		
I13	Detached Address Labels		0.017		

### Flats Over 3.3 oz. but less than 16 oz.

	Entry	Price Category	Piece Price	Or Amount Affixed	No of Pieces	Pieces Subtotal	Pound Price	Pounds	Pounds Subtotal	Total
I14	None	Saturation	\$0.066				\$0.604			
I15	None	High Density	0.085				0.604			
I16	None	Basic	0.124				0.635			
I17	DBMC	Saturation	0.066				0.445			
I18	DBMC	High Density	0.085				0.445			
I19	DBMC	Basic	0.124				0.476			
I20	DSCF	Saturation	0.066				0.401			
I21	DSCF	High Density	0.085				0.401			
I22	DSCF	Basic	0.124				0.432			
I23	DDU	Saturation	0.066				0.356			
I24	DDU	High Density	0.085				0.356			
I25	DDU	Basic	0.124				0.387			
I26	Detached Address Labels		0.017							

For affixed postage mailings as described in DMM 343, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.

**Part I Total**

# Standard Mail

**Part J**  
Enhanced Carrier Route Parcels

Check box at left if prices are populated in this section.

**Parcels 3.3 oz. (0.2063 lbs.) or less**

	Entry	Price Category	Price	No. of Pieces	Total
J1	None	Saturation	\$0.389		
J2	None	High Density	0.405		
J3	None	Basic	0.519		
J4	DBMC	Saturation	0.356		
J5	DBMC	High Density	0.372		
J6	DBMC	Basic	0.486		
J7	DSCF	Saturation	0.346		
J8	DSCF	High Density	0.362		
J9	DSCF	Basic	0.476		
J10	DDU	Saturation	0.321		
J11	DDU	High Density	0.337		
J12	DDU	Basic	0.451		
J13	Detached Address Labels		0.017		

**Parcels Over 3.3 oz. but less than 16 oz.**

	Entry	Price Category	Piece Price	Or Amount Affixed	No of Pieces	Pieces Subtotal	Pound Price	Pounds	Pounds Subtotal	Total
J14	None	Saturation	\$0.264				\$0.604			
J15	None	High Density	0.280				0.604			
J16	None	Basic	0.388				0.635			
J17	DBMC	Saturation	0.264				0.445			
J18	DBMC	High Density	0.280				0.445			
J19	DBMC	Basic	0.388				0.476			
J20	DSCF	Saturation	0.264				0.395			
J21	DSCF	High Density	0.280				0.395			
J22	DSCF	Basic	0.388				0.426			
J23	DDU	Saturation	0.264				0.273			
J24	DDU	High Density	0.280				0.273			
J25	DDU	Basic	0.388				0.304			
J26	Detached Address Labels		0.017							

For affixed postage mailings as described in DMM 443, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.

**Part J Total**

# Standard Mail

**Part K**  
Customized MarketMail

Check box at left if prices are populated in this section.

Pieces 3.3 oz. (0.2063 lbs.) or less.

	Price	No. of Pieces	Total
K1	\$0.460		

**Part K Total**

**Part L**  
Repositionable Notes

Check box at left if prices are populated in this section.

Price includes only charge for RPN, it does not include applicable postage charges. If using RPNs, all pieces in mailing must include RPNs.

	Price Category	Price	No. of Pieces	Total
L1	Letters and Flats	\$0.015		

**Part L Total**

# Extra Services

**Part S**  
Extra Service

Check box at left if prices are populated in this section.

Items mailed with Extra Services must meet the mailing standards for the extra service.

	Fee	No. of Pieces	Total
S1			
S2			
S3			
S4	Delivery Confirmation (electronic only)		
S5	Insurance (bulk only)		
S6			
S7	Restricted Delivery	\$4.30	
S8			
S9			
S10	Return Receipt for Merchandise*	3.60	
S11			
S12			
S13			

\*parcels only

**Part S Total**

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# Standard Mail — Instructions

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Use this form for regular Standard Mail prices.

**Step 1:** Complete Mailer and Mailing sections on page 1.

**Step 2:** Before you complete the Postage section, go to parts A through L and S. Complete the part(s) that pertain to your mailing. The following information will help you to determine which parts to complete:

**Parts A-C: Automation/Machinable Letters, Flats, and Parcels**

- Part A: Automation price letters. Enter total in Part A Total box.
- Part B: Automation price flats. Enter total in Part B Total box.
- Part C: Machinable price parcels. Enter total in Part C Total box.

**Parts D-F: Nonautomation/Nonmachinable Letters, Flats, and Parcels**

- Part D: Nonautomation letters. Enter total in Part D Total box.
- Part E: Nonautomation flats. Enter total in Part E Total box.
- Part F: Irregular parcels. Enter total in Part F Total box.

**Parts G: Not Flat-Machinable**

- Part G: Not Flat-Machinable pieces or nonmachinable letters paying NFM prices. Enter total in Part G Total box.

**Parts H-J: Enhanced Carrier Route Letters, Flats, and Parcels**

- Part H: Enhanced carrier route letters. Enter total in Part H Total box.
- Part I: Enhanced carrier route flats or ECR letters paying flats prices. Enter total in Part I Total box..
- Part J: Enhanced carrier route parcels. Enter total in Part J Total box.

**Part K: Customized MarketMail (CMM)** - Enter total in Part K Total box.

**Part L: Repositionable Notes (RPN)** - Enter total in Part L Total box.

**Part S: Extra Services** - Enter total in Part S Total box.

**Step 3:** Add the postage in parts A through S. For Permit Imprint mailings round off to four decimal places. For Postage Affixed round off to three decimal places. Once completed, return to the Postage section on page 1. Check the boxes that correspond to all applicable parts completed. Enter the Total Postage, rounded off to two decimal places.

**Step 4:** Complete the line for Postage Affixed (if applicable). Check the box for the Price at Which Postage Affixed (Correct, Lowest, or Neither). Multiply the number of pieces times the postage affixed. Put the total in the Postage Affixed block. Subtract the amount of Postage Affixed from the Total Postage and enter the remainder in Net Postage Due.

**Step 5:** Read and sign the Certification section, including your telephone number. Attach all completed pages and submit with the mailing.

**Information:** For more information on mailing standards, prices, and fees please go to Postal Explorer at [pe.usps.com](http://pe.usps.com).