
HQ U.S. Army Installation Management Command, Europe Region



Public Affairs Office
Unit 29353, Box 200 APO AE 09014
69033 Heidelberg
DSN 379-6328 / 6302 Tel.- 06202-80- 6328/6302

Press Release

FOR IMMEDIATE RELEASE

#10-003

Oct. 28, 2009

IMCOM-E postal officials announce holiday mailing dates

By Installation Management Command-Europe public affairs

HEIDELBERG, Germany – The holiday season is approaching quickly, as are the deadlines for mailing those beloved holiday cards and packages.

To ensure packages from Europe and deployed locations reach their stateside destinations by Christmas, Installation Management Command Europe Region postal operations officials say packages must be mailed by:

- Nov. 27 for space-available mail (SAM) parcels.
- Dec. 4 for parcel airlift (PAL) parcels.
- Dec. 11 for priority mail and first class letters.
- Dec. 18 for express mail military service (EMMS).

The maximum weight allowed for any package shipped through the military postal system is 70 pounds. In addition, the combined length and girth (the circumference of the item at its widest point) of the package must not be more than 130 inches. Each mail category, however, has its own limits, said officials.

Some items may not be mailed, regardless of the season. Alcohol and controlled substances are notailable items. Lithium batteries may not be mailed, which means customers need to check toys, laptop computers, and other electronic devices that might use them. Aerosol cans are also prohibited. Sharp objects, such as knives, must be sheathed or placed in some other type of protective covering to prevent them from damaging other packages or harming transporters or other postal workers. Anything that uses flammable materials, such as cigarette lighters, must be drained before being packaged for shipment.

Improper packaging is the biggest problem postal workers encounter during this season, officials said. Despite the extreme care given to your packages while in postal custody, they may be damaged if they are not packaged properly.

Whether traveling by air or by land, packages are loaded into containers with other packages, some of which may weigh as much as 70 pounds. Postal patrons should pack items to withstand the pressure of this weight. In addition, all box seams should be sealed with tape to prevent water or moisture from entering and damaging your package. Put the address of the recipient directly on the box to ensure that if the exterior wrapping is damaged, the package will still be delivered without delay.

Mailers must complete a U.S. customs form provided by the post office for each package you send. A complete, detailed list of the package contents must be included on this form. If mailers want to keep the contents of a package unknown to the recipient until it is opened, provisions are available for this option, said officials. For this and other postal matters, consult local Army garrison postal employees.

To ensure packages arrive by Christmas, mail them early, officials said. The longer you wait, the longer the lines will be at the post office, and the more expensive the postage will be to ensure the package arrives by Christmas. Shop early, mail early, and sit back and enjoy a wonderful holiday season.

-30-

The U.S. Army Installation Management Command, Europe Region (IMCOM-Europe) is one of six regional offices created Oct. 24, 2006, (formerly known as Installation Management Agency) as part of an Army-wide initiative to focus management of Army installations around the world under one organization. IMCOM-Europe is responsible for all facets of support for U.S. Army Soldiers and families in Europe from drivers' licenses to child care to force protection. As the landlord for all U.S. Army facilities in Europe, IMCOM-Europe is responsible for infrastructure and continuing the Army's strong commitment to environmental protection. Its higher headquarters is located in Arlington, Va.