

# POSTAL BULLETIN

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PB 22121, February 5, 2004

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voice.  
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the Employee survey  
and return it by  
March 3rd.**



**UNITED STATES  
POSTAL SERVICE®**

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The *Postal Bulletin* is also available on the World Wide Web at <http://www.usps.com/cpim/ftp/bulletin/pb.htm> for customers and at <http://blue.usps.gov> for employees.

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The *Postal Bulletin* is published biweekly; information is effective for one year unless it changes a permanent directive or unless otherwise specified.



Recycled Paper

### Ordering Information:

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PB 22119: 7690-05-000-5988	PB 22111: 7690-05-000-5980	PB 22104: 7690-05-000-5973	PB 22097: 7690-05-000-5966
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PB 22115: 7690-05-000-5984	PB 22107: 7690-05-000-5976	PB 22100: 7690-05-000-5969	PB 22093: 7690-05-000-4858
PB 22114: 7690-05-000-5983			

## USPSNEWS@WORK

### TRIPLE CROWN: 31 PCs score OYJ award in quarter 1

It's the triple crown of customer satisfaction — accuracy of delivery, consistency of delivery and professionalism in serving customers. But unlike the Triple Crown in horse racing or baseball, the Order of the Yellow Jersey (OYJ) award can go to more than one winner. In fact, 31 performance clusters (PCs) scored OYJ honors in quarter 1, including first-time winners Los Angeles and Honolulu. Here's the breakdown:

**RURAL:** Albany, Appalachian, Big Sky, Central Pennsylvania, Dakotas, Erie, Greater Michigan, Hawkeye, Kentuckiana, Maine, Mississippi, New Hampshire/Vermont, South Georgia.

**MIXED:** Central Plains, Columbus, Lakeland, Mid-America, Northland, Oklahoma, Spokane.

**URBAN:** Central Florida, Honolulu, Long Island, Massachusetts, Pittsburgh, Southeast New England, Western New York.

**UNIQUE:** Bay-Valley, Dallas, Los Angeles, San Francisco.

Lance Armstrong attributes his repeated success to high standards, hard work, coaching and teamwork. OYJ winners embody those qualities. Just as the Tour de France isn't a sprint but a marathon, so too is the USPS® commitment to wearing the Yellow Jersey every day.

Winners fly the special OYJ flag in front of their facilities as long as they maintain service levels. And each employee in the winning PC receives a lapel pin with the unique Yellow Jersey logo.

### NEW EEO OFFICE: Centralized location will serve employees better

One office, better service. That's the reason for the new centralized Equal Employment Opportunity (EEO) claims investigations office located in Tampa, FL. The new office reports to Labor Relations Vice President Tony Vegliante.

The office will consolidate USPS EEO investigations under one manager. A staff of professional EEO analysts will monitor investigations conducted by private independent contract investigators.

The independent contractors will bring neutrality to USPS EEO investigations — a long-held goal of the Postal Service™. Previously, USPS employees conducted EEO investigations of claims made by USPS employees for

USPS. "This new process will be fairer and more impartial for employees, investigators and USPS," said Vegliante.

These neutral investigators — trained in accordance with EEO Commission policy and regulations — will perform unbiased investigations, gather all relevant facts and provide an investigative summary of their findings. Area EEO offices will still be responsible for providing the results of the investigation to the complainant.

Employees contacted by EEO investigators should respond promptly and give their full cooperation and support.

Look for a nationwide mailing on the new process coming soon to USPS employee mailboxes.

### SEND IN THE KIOSKS: Self-service personnel kiosks are popular with employees

Postal Service employees have used the new self-service personnel kiosks more than 200,000 times since terminals were deployed to 197 locations last September. Now more kiosks are on their way — an additional 200 will be deployed in the next six months.

The use of the kiosks is growing as employees discover they're easy to use, convenient and secure — and employees get a printed confirmation of their transactions.

The kiosks allow employees to perform all *PostalEASE* transactions, bid on jobs, change addresses and phone numbers, update emergency contact information, obtain training history reports and submit e-Ideas. Because of the software used, USPS Information Technology can fully support the kiosks remotely.

### ONECODE VISION: Intelligent Mail initiative will reduce bevy of barcodes

Approaching barcode overload? USPS Intelligent Mail and Address Quality are working on a solution called OneCode Vision™. The goal of OneCode Vision is to reduce, consolidate and eliminate the amount of barcodes USPS uses to process and deliver the mail. Currently, more than 30 different barcodes are used in postal operations.

For example, an individual letter might have a POSTNET® sorting barcode, a PLANET® tracking barcode, a Certified Mail label and barcode, and an alphanumeric text Address Correction Service participant code.

## USPSNEWS@WORK

Before OneCode Vision can be implemented, USPS will need devices that can read "smart" barcodes. That's why USPS is soliciting suppliers' proposals for Intelligent Mail™ devices. They will replace more than 342,000 scanners or mobile data collection devices.

Intelligent Mail — working with Engineering, Supply Management, Information Technology and a cross-functional team of scanner users — will decide later this year which handheld scanning device will fulfill the One-Code initiative.

### IN SAFE HANDS: Handheld computers make safety inspectors' jobs easier

USPS safety guru Sam Pulcrano landed on the cover of *Government Computer Weekly*. He's there thanks to USPS handheld personal computers called iPacs that have cut paperwork and boosted productivity for Postal Service safety inspectors, according to the magazine.

iPac PCs consolidate three databases into a single application, allowing rapid input, retrieval and analysis of information via the Web by area, district and facility safety personnel.

The Postal Service's 600 safety inspectors can electronically complete information in seven different categories and 18 subcategories and make notes on deficiencies. Inspectors upload the data to the main report Web site for convenient tracking, making training recommendations and fixing potential safety hazards. The new system is the result of a partnership between Safety and Information Technology.

### DELIVERY CONFIRMED: America loves tracking, confirming and e-mail notification

Is it there yet? Like family members on a road trip, holiday mailers queried their computers more than 31 million times during December on the status of important letters and packages that we delivered for them.

These inquiries came through Track & Confirm on usps.com, and through the Web sites of merchants, catalogs and others who feature USPS shipping solutions. Average response time? Under 2 seconds, courtesy of the USPS Product Tracking System.

Customers requested and received tracking information on Express Mail® packages and delivery information on mailpieces sent with special services, including Delivery Confirmation™, Signature Confirmation™, Certified Mail and Registered Mail.

Folks who like to sit back and enjoy the ride used e-mail notification during the holidays in increasing numbers, requesting USPS e-mail delivery status directly to their computers.

Before the holidays, the e-mail notification option was generating about 45,000 requests a week. During its holiday peak — the week of Dec. 14 — that number grew to 115,000. Since the launch in May 2003, USPS has received 1.45 million requests for e-mail notification.

A team effort from Information Technology and Product Development smoothes the Track & Confirm experience for our customers. In addition to helping USPS increase revenue, the Product Tracking System provides key service and scan performance information to USPS.

### EXFC Holds at Record 95%

EXFC externally measures collection box to mailbox delivery performance. EXFC continuously tests a panel of 463 ZIP Code™ areas selected on the basis of geographic and volume density from which 90% of First-Class Mail® volume originates and 80% destinate. EXFC is not a system-wide measurement of all First-Class Mail performance.

#### Overnight Service Results: October 1, 2003 – December 31, 2003 (PQ I, FY 2004)

Performance Cluster	Results	Local 3-Digit ZIP Codes
ALABAMA	93	350, 351, 352, 358, 361, 366
ALASKA*	96	995, 996
ALBANY	96	120, 121, 122, 123, 128, 130, 131, 132, 135, 139
ALBUQUERQUE	94	870, 871
APPALACHIAN	95	240, 250, 251, 252, 253, 263, 264, 265
ARIZONA	95	850, 852, 853, 855, 856, 857
ARKANSAS	95	720, 721, 722, 723, 727
ATLANTA	94	300, 301, 302, 303
BALTIMORE	96	210, 211, 212, 214, 217, 219
BAY VALLEY	96	939, 945, 946, 947, 948, 950, 951
BIG SKY	96	590, 591, 598
BOSTON	95	021, 024

Performance Cluster	Results	Local 3-Digit ZIP Codes
CAPITAL	96	200, 206, 207, 208, 209
CARIBBEAN	89	009
CENTRAL FLORIDA	94	327, 328, 329, 334
CENTRAL ILLINOIS	95	604, 605, 616, 617, 618, 627
CENTRAL NEW JERSEY	94	077, 085, 086, 088, 089
CENTRAL PENNSYLVANIA	96	170, 171, 172, 176, 178, 185, 187, 196
CENTRAL PLAINS	96	515, 516, 666, 670, 671, 672, 680, 681, 685
CHICAGO	94	606, 607
CINCINNATI	95	410, 436, 450, 451, 452, 454, 458, 470,
COLORADO/WYOMING	96	800, 801, 802, 803, 809, 820
COLUMBUS	94	430, 431, 432, 433
CONNECTICUT	96	060, 061, 062, 064, 069
DAKOTAS	96	570, 571, 573, 581
DALLAS	94	750, 751, 752, 754, 757
DETROIT	95	481, 482, 492
ERIE	94	159, 161, 164, 165, 166
FORT WORTH	94	760, 761, 762, 764, 791, 794
GATEWAY	94	620, 622, 630, 631, 633, 652
GREATER INDIANA	95	460, 461, 462, 463, 464, 466, 468, 469, 473, 478, 479
GREATER MICHIGAN	95	486, 488, 489, 490, 493, 494, 495
GREATER SOUTH CAROLINA	94	290, 291, 292, 293, 294, 295, 296
GREENSBORO	94	270, 271, 272, 273, 274, 275, 276, 277, 278, 286
HAWKEYE	96	500, 501, 502, 503, 507, 511, 520, 524, 612
HONOLULU	94	967, 968
HOUSTON	94	770, 772, 773, 774
KENTUCKIANA	96	400, 401, 402, 405, 406, 471, 477
LAKELAND	95	530, 531, 532, 535, 537, 543, 544, 549
LONG ISLAND	94	115, 117, 118, 119
LOS ANGELES	95	900, 902, 903, 904, 905
LOUISIANA	95	700, 701, 705, 708, 711
MAINE	95	040, 041, 043, 044, 045, 048
MASSACHUSETTS	95	010, 011, 012, 013, 015, 016, 017, 018, 019
MID-AMERICA	95	640, 641, 658, 661, 662
MID-CAROLINAS	93	280, 281, 282, 283, 288, 297
MISSISSIPPI	95	386, 390, 391, 392, 395
NEVADA-SIERRA	96	890, 891, 895
NEW HAMPSHIRE/ VERMONT	94	030, 031, 032, 033, 034, 038, 050, 054
NEW YORK	94	100, 104
NORTH FLORIDA	95	320, 321, 322, 323, 325, 326
NORTHERN ILLINOIS	95	600, 601, 602, 603, 611
NORTHERN NEW JERSEY	93	070, 071, 072, 073, 074, 075, 076, 078, 079
NORTHERN OHIO	93	440, 441, 442, 443, 445, 447, 449
NORTHERN VIRGINIA	96	201, 220, 221, 222, 223
NORTHLAND	96	540, 546, 550, 551, 553, 554, 559, 563
OKLAHOMA	95	730, 731, 740, 741, 743
PHILADELPHIA METRO	94	180, 189, 190, 191, 193, 194
PITTSBURGH	95	150, 151, 152, 153, 154, 156
PORTLAND	96	970, 971, 972, 973, 974, 986
RICHMOND	96	224, 225, 230, 231, 232, 233, 234, 235, 238
RIO GRANDE	95	765, 767, 780, 781, 782, 784, 786, 787, 788, 789, 797, 799
ROYAL OAK	94	480, 483, 484, 485
SACRAMENTO	96	937, 952, 956, 957, 958
SALT LAKE CITY	96	840, 841, 844
SAN DIEGO	94	919, 920, 921, 924
SAN FRANCISCO	96	940, 941, 943, 944, 949
SANTA ANA	95	906, 907, 908, 917, 918, 926, 927, 928
SEATTLE	96	980, 981, 982, 984, 985
SOUTH FLORIDA	95	330, 331, 332, 333
SOUTH GEORGIA	95	309, 310, 312, 314, 319

Performance Cluster	Results	Local 3-Digit ZIP Codes
SOUTH JERSEY	94	080, 081, 082, 083, 084, 197, 198
SOUTHEAST NEW ENGLAND	94	020, 023, 027, 028, 029
SPOKANE	95	835, 837, 838, 990, 991, 992, 994
SUNCOAST	96	335, 336, 337, 338, 339, 341, 342, 346
TENNESSEE	94	370, 371, 372, 374, 379, 380, 381
TRIBORO	93	110, 112, 113, 114, 116
VAN NUYS	95	911, 913, 914, 915, 916, 930, 931, 933
WESTCHESTER	94	105, 106, 107, 108, 109, 125
WESTERN NEW YORK	95	140, 141, 142, 143, 144, 145, 146

\*No Overnight standard. Score shown is for two-day performance.

— Communication Integration,  
Public Affairs and Communications, 2-5-04

## The Postal Bulletin — Help Us Save Paper and Money

The *Postal Bulletin* has been around for 123 years, and it's the most relied-upon, trusted source of information in the Postal Service™ today.

In the 1970s, when our nation became more concerned about our environment, the Postal Service began using recycled paper to print the *Postal Bulletin*. We have also tried over the years to print just the right number of copies to save our nation's resources.

Despite our efforts, some offices tell us that they receive too many copies. We need to do something about this.

### Reducing or Canceling Your Subscription

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### Accessing the *Postal Bulletin* Online

Remember, each issue of the *Postal Bulletin* since 1995 is available online. To access the online version of the *Postal Bulletin*, please follow either of these routes:

- **On the Intranet:** Go to the Postal Service PolicyNet Web site at <http://blue.usps.gov/cpim>; click on *View Postal Bulletins*.
- **On the Internet:** Go to [www.usps.com](http://www.usps.com); click on *About USPS & News*, then *Forms and Publications*, then *Postal Bulletin*.

### More Information

For more information on the *Postal Bulletin*, please see our article in *Postal Bulletin* 22097 (3-6-03, pages 5-6) titled "The *Postal Bulletin* — Your Source for Trusted Information."

We started publishing this article in early April, asking you to let us know if we can reduce or eliminate your subscriptions. Since April of this year, many of you have responded, and together we have reduced the total number of printed copies by more than 17,000!

We've come a long way, and we'll continue to evolve with the times. Our job is to make your job easier. As you know, the *Postal Bulletin* is here to serve you, as it has been for almost 125 years.

— Policies and Procedures Information,  
Public Affairs and Communications, 2-5-04

# Administrative Services

## Directives and Forms Update

Effective immediately, Publication 223, *Directives and Forms Catalog* (June 1999), is revised. The tables below contain the document ID, edition date, title, PSN (Postal Service™ stock number), and the Postal Service and public supply source for all new, revised, and obsolete directives and forms. Use this article to keep Publication 223 current. Information on how to order directives and forms is available in chapter 1 of Publication 223.

IWEB = Intranet = <http://blue.usps.gov>; click on *More References*.

WWW = USPS www page = [www.usps.com](http://www.usps.com).

PE = Postal Explorer = <http://pe.usps.gov>.

F3 = F3 Fill Software.

We will incorporate these revisions into the next printed version of Publication 223 and also into the online version of Publication 223, which is available on the Postal Service PolicyNet Web site. Go to <http://blue.usps.gov>; click on *More References*, then *Publications*.

## New Directives

### Memorandums of Policy

PSIN	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
MOP FI-12-15-2003	12/03	Policy Memo-Statistical Programs Letter #4, FY2004	N/A	FIN	IWEB	N/A

### Publications

PSIN	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
DMM 100-C	1/04	A Customer's Guide to Mailing (Chinese)	7610-07-000-7685	DMM	P&C	MDC	MDC

## Revised Directives

### Posters

PSIN	Edition Date	Title	Size (inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
POS Q632	6/02	Standard Mail Flats	14 x 21	7690-03-000-8916	EACH	P&C	MDC	P/F
POS Q640	6/02	Standard Mail Automation Letters	14 x 21	7690-03-000-8917	EACH	P&C	MDC	P/F
POS Q641	6/02	Standard Mail Automation Flats	14 x 21	7690-03-000-8918	EACH	P&C	MDC	P/F

## Obsolete Directives

### Headquarters Circulars

PSIN	Edition Date	Title	Filing Number	Org.	USPS Source
HC 86-8	12/86	Safety Program	N/A	ERM	HQS
HC 87-3	11/87	Attendance and Leave Policy During Inclement Weather	N/A	ERM	HQS
HC 91-7	12/91	Management of Postal Service Intellectual Property	N/A	PA&C	HQS

### Publications

PSIN	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 63	5/95	Designing Flat Mail	7610-03-000-9221	N/A	P&C	MDCIWB	P/F

— Policies and Procedures Information,  
Public Affairs and Communications, 2-5-04

## ASM REVISION

**Cost Offset Procedures for Semipostal Stamps — Clarification**

Effective February 5, 2004, *Administrative Support Manual* 13 (ASM 13), part 645, is revised to clarify procedures for determining offsets for the U.S. Postal Service's® reasonable costs from semipostal stamp differential revenue. This revision clarifies the following:

- The Postal Service™ can select stamps other than commemorative stamps, such as definitive or special stamps, for conducting cost comparisons.
- The Postal Service can select different comparable stamps for specific cost comparisons.
- Costs less than \$3,000 will be offset from differential revenue, but only if they are charged to a finance number that is specific to a semipostal stamp.
- Costs that do not need to be tracked include those costs that are too burdensome to track or are too burdensome to estimate.
- Printing, sales, distribution, and several other types of costs could be recovered when they materially exceed the costs of comparable stamps.

The following ASM revisions clarify the provisions of part 645, which apply to all semipostal stamps issued by the Postal Service. This section does not confer any substantive rights upon any other person or entity.

We will incorporate these revisions into the printed version of ASM 14 and into the online version of the manual (ASM 13), which is available on the Postal Service Policy-Net Web site on the intranet; go to <http://blue.usps.gov>; click on *More References*, then *Manuals*.

**Administrative Support Manual**

	*	*	*	*	*
<b>6</b>	<b>Support Services</b>				
	*	*	*	*	*
<b>64</b>	<b>Stamp Services</b>				
	*	*	*	*	*
<b>645</b>	<b>Semipostal Stamps</b>				
	*	*	*	*	*
<b>645.5</b>	<b>Policy to Offset Costs for Semipostal Stamps</b>				
	*	*	*	*	*

**645.52 Policy**

[Revise 645.52 to read as follows:]

Postal Service policy is to recover from the differential revenue for each semipostal stamp those costs that are determined to be attributable to the semipostal stamp and

that would not normally be incurred for stamps having similar sales; physical characteristics; and marketing, promotional, and public relations activities (hereinafter "comparable stamps").

**645.53 Procedure**

[Revise 645.53 to read as follows:]

- a. For each semipostal stamp, the Office of Stamp Services, in coordination with the Office of Accounting, Finance, Controller, shall, based on judgment and available information, identify the comparable stamp(s) and create a profile of the typical cost characteristics of the comparable stamp(s) (e.g., manufacturing process, gum type), thereby establishing a baseline for cost comparison purposes. The determination of comparable stamps may change during or after the sales period, and different comparable stamp(s) may be used for specific cost comparisons.
- b. Except as specified, all costs associated with semipostal stamps will be tracked by the Office of Accounting, Finance, Controller. Costs that will not be tracked include:
  - (1) Costs that the Postal Service determines to be inconsequentially small, which include those cost items that are less than \$3,000 per invoice and are not specifically charged to a semipostal finance number.
  - (2) Costs for which the cost of tracking or estimation would be burdensome (e.g., costs for which the cost of tracking exceeds the cost to be tracked).
  - (3) Costs attributable to mail to which semipostal stamps are affixed (which are attributable to the appropriate class and/or subclass of mail).
  - (4) Administrative and support costs that the Postal Service would have incurred whether or not the Semipostal Stamp Program had been established.
- c. Cost items recoverable from the differential revenue may include, but are not limited to, the following:
  - (1) Packaging costs in excess of the cost to package comparable stamps.
  - (2) Printing costs of flyers and special receipts.
  - (3) Costs of changes to equipment.
  - (4) Costs of developing and executing marketing and promotional plans in excess of the cost for comparable stamps.

- (5) Other costs specific to the semipostal stamp that would not normally have been incurred for comparable stamps.
- (6) Costs in section 645.55 that materially exceed those that would normally have been incurred for comparable stamps.

\* \* \* \* \*

**645.55 Other Costs**

*[Revise 645.55 to read as follows:]*

Other costs attributable to semipostal stamps but that normally would be incurred for comparable stamps, would be recovered through the postage component of the semipostal stamp price. Such costs are not recovered, unless they materially exceed the costs of comparable stamps. These include, but are not limited to, the following:

- a. Costs of stamp design (including market research).
- b. Costs of stamp production and printing.

- c. Costs of stamp shipping and distribution.
- d. Estimated training costs for field staff, except for special training associated with semipostal stamps.
- e. Costs of stamp sales (including employee salaries and benefits).
- f. Costs associated with the withdrawal of the stamp issue from sale.
- g. Costs associated with the destruction of unsold stamps.
- h. Costs associated with the incorporation of semipostal stamp images into advertising for the Postal Service as an entity.

\* \* \* \* \*

— *Stamp Services,  
Government Relations, 2-5-04*

# Customer Relations

## Mail Alert

The mailings below will be deposited in the near future. Offices should honor the requested home delivery dates. Mailers wishing to participate in these alerts, for mailings of 1 million pieces or more, should contact Business Service Network Integration at 703-292-4041 at least 1 month preceding the requested delivery dates. The Postal Service™

also offers electronic Mail Alerts via ADVANCE. For more information, see the *ADVANCE Notification & Tracking System Technical Guide* on the Internet at <http://www.ribbs.usps.gov/files/advance/ADVTECH.PDF> or contact the National Customer Support Center at 800-458-3181.

Title of Mailing	Class and Type of Mail	Requested Delivery Dates	Number of Pieces (Millions)	Distribution	Presort Level	Comments
Shrink Your Female Fat Zones	Standard/Flat	2/4/04–2/6/04	2.7	Nationwide	3/5-Digit, Car-Rt	Rodale/ALG Direct
Cooking from the Cupboard	Standard/Flat	2/5/04–2/7/04	1.2	Nationwide	3/5-Digit, Car-Rt	Rodale/ALG Direct
Alternative Cures	Standard/Flat	2/6/04–2/8/04	4.0	Nationwide	3/5-Digit, Car-Rt	Rodale/ALG Direct
JC Penney Men's Traditions	Standard/Catalog	2/6/04–2/9/04	1.7	Nationwide	Car-Rt	RR Donnelley
JC Penney Spring 16 Plus	Standard/Catalog	2/6/04–2/9/04	1.8	Nationwide	Car-Rt	RR Donnelley
JC Penney Spring Bra Solutions	Standard/Catalog	2/6/04–2/9/04	1.4	Nationwide	Car-Rt	RR Donnelley
JC Penney Spring Work Wear	Standard/Catalog	2/6/04–2/9/04	1.1	Nationwide	Car-Rt	RR Donnelley
South Beach Diet	Standard/Flat	2/7/04–2/9/04	2.0	Nationwide	3/5-Digit, Car-Rt	Rodale/ALG Direct
JC Penney Week 2 Presidents' Day	Standard/Flat	2/7/04–2/10/04	8.0	Nationwide	Car-Rt	Harte-Hanks
JC Penney Spring Home Sale	Standard/Catalog	2/7/04–2/12/04	8.6	Nationwide	Car-Rt	Quebecorworld
JC Penney Week 2 Men's Tailored Clothing	Standard/Flat	2/9/04–2/11/04	3.1	Nationwide	Car-Rt	Harte-Hanks

Title of Mailing	Class and Type of Mail	Requested Delivery Dates	Number of Pieces (Millions)	Distribution	Presort Level	Comments
Ginny's	Standard/Catalog	2/9/04–2/12/04	2.025	Nationwide	Barcoded, Basic, 3/5-Digit, Car-Rt	Quad Graphics, Lomira, WI
JC Penney Week 3 Super Sale Preview	Standard/Letter	2/14/04–2/18/04	12.3	Nationwide	Car-Rt	Harte-Hanks
Get Thin Get Young	Standard/Flat	2/17/04–2/19/04	1.2	Nationwide	3/5-Digit, Car-Rt	Rodale/ALG Direct
Midnight Velvet	Standard/Catalog	2/17/04–2/20/04	3.255	Nationwide	Barcoded, Basic, 3/5-Digit, Car-Rt	Quad Graphics, Lomira, WI

— *Business Service Network Integration, Service and Market Development, 2-5-04*

## Domestic Mail

### DMM REVISION

### Window Envelopes — Address Visibility

Effective February 5, 2004, *Domestic Mail Manual* (DMM™) C010.6.1 is revised to clarify that all characters in the delivery address (including any postal barcode, marking, or endorsement) must be completely visible in window envelopes throughout the full range of the movement of the inserts bearing the delivery address.

#### Clear Space

Mailers using window envelopes (both letter-size and flat-size) should design inserts and address element placement to ensure successful processing of window envelopes on automated equipment. One critical element that must be considered in the design stage is adequate clear space (blank space) between the address block and all four edges of the window.

When an insert bearing a delivery address is placed in a window envelope, the placement of all elements comprising the address block must be formatted on the insert to allow the entire delivery address and any corresponding elements included as part of the delivery address block (such as a POSTNET barcode or an Address Change Service (ACS) participant code) to appear in the window when the insert is moved to its full limits in each direction within the envelope.

With little exception, most mail is processed on automated equipment, which needs this clear space to distinguish address information from the edges of the window. The requirements for clear space around the address block are as follows:

- For nonautomation rate mail — except letter-size mail bearing a barcode in the address block (see

DMM C840.2.5) and claimed at Enhanced Carrier Route high density and saturation rates — a clear space of at least 1/8 inch is required between the address block elements and the top, bottom, left, and right edges of the window.

- For automation rate mail and letter-size mail claimed at Enhanced Carrier Route high density and saturation rates bearing a barcode in the address block:
  - A clear space of 1/8 inch is required between the address block (including barcode) and the left and right edges of the window.
  - A clear space of 1/25 inch is required between the top and bottom of the barcode and any address information line and (depending on placement within the address block) the top or bottom edge of the window.

Any window envelope used for letter-size or flat-size mail claimed at automation rates or for letter-size mail claimed at Enhanced Carrier Route high density or saturation rates must also meet the barcoding standards for letters and flats in DMM C840.

- For letter-size automation rate mail and letter-size mail claimed at Enhanced Carrier Route high density and saturation rates bearing a barcode in the barcode clear zone (see DMM C840.2.1), a clear space of 1/8 inch is recommended between the address block elements and the top, bottom, left, and right edges of the window.

**Additional Information**

This revision ensures consistent interpretation of current mailing standards for mailpieces prepared in window envelopes. Mailers and Postal Service™ employees are also reminded that DMM A010.1.1 requires that the delivery address on any mailpiece, regardless of rate claimed, must be visible and legible.

For additional information, mailers should review Publication 25, *Designing Letter and Reply Mail*. This publication shows how to design mailpieces for improved mail processing and for possible postage savings. Publication 25 is available at local Post Offices™ and on Postal Explorer at <http://pe.usps.gov>.

We will incorporate this revision into the printed version of DMM 59 and into the monthly update of the online DMM available via Postal Explorer at <http://pe.usps.gov>.

**Domestic Mail Manual (DMM)**

\* \* \* \* \*

**C Characteristics and Content**

**C000 General Information**

**C010 General Mailability Standards**

\* \* \* \* \*

**6.0 SPECIAL MAILING ENVELOPES**

**6.1 Window Envelopes**

*[Revise introductory text of 6.1 by redesignating and revising the third sentence of 6.1b as the first sentence of the introductory text to read as follows:]*

For all letter-size and flat-size mail in window envelopes, every character in the delivery address, including any postal barcode, marking, or endorsement, must be completely visible through the window throughout the full range of movement of the insert bearing the delivery address. Any window envelope used for letter-size or flat-size mail claimed at automation rates or for letter-size mail claimed at Enhanced Carrier Route high density or saturation rates must also meet the barcoding standards for letters and flats in C840. Any window envelope used for letter-size or flat-size mail claimed at any other rate must meet the following additional standards:

\* \* \* \* \*

*[Revise the first sentence and delete the third sentence of 6.1b to read as follows:]*

- b. A clear space of at least 1/8 inch is required between the address block, which includes any optional endorsement line and any barcode, and the top, bottom, left, and right edges of the address window, and must remain when the insert is moved to its full limits in each direction within the envelope to ensure efficient processing and delivery. For nonautomation rate mail, the bottom edge of the address window must not extend more than 1/8 inch into the barcode clear zone as defined in C840. Any letter-size envelope containing a window that intrudes into the barcode clear zone is not eligible for MLOCR or RVE *FASTforward* processing options for the Move Update standard in A030.

\* \* \* \* \*

— *Mailing Standards,  
Pricing and Classification, 2-5-04*

## DMM REVISION

## Labeling List Changes

Effective February 5, 2004, *Domestic Mail Manual* (DMM™) L606 is revised to correct two Zip Code™ schemes that were recorded incorrectly in the “Add” portion of the article “DMM Revision: Labeling List Changes” in *Postal Bulletin* 22120 (1-22-04, pages 8–36). The corrected information is given below.

We will incorporate this revision into the printed version of DMM 59 and into the monthly update of the online DMM available via Postal Explorer at <http://pe.usps.gov>.

## Domestic Mail Manual (DMM)

\* \* \* \* \*

## L Labeling Lists

\* \* \* \* \*

## L600 Standard Mail and Package Services

\* \* \* \* \*

## L606 5-Digit Scheme—Standard Mail and Package Services Parcels

Column A Destination ZIP Codes	Column B Label Container To
<b>Change From:</b>	
33709, 43	ST PETERSBURG FL 33710
69661, 63	SCOTTSBLUFF NE 69361
<b>Change To:</b>	
33709, 43	ST PETERSBURG FL 33709
69361, 63	SCOTTSBLUFF NE 69361

\* \* \* \* \*

— Logistics,  
Network Operations Management, 2-5-04

## Employees

## Revised Form

### PS Form 8038, Employee Statement to Recover Back Pay

PS Form 8038, *Employee Statement to Recover Back Pay*, is revised to facilitate data collection required by the Eagan Accounting Service Center in order to process back pay claims in a timely manner. See pages 13–18 of this *Postal Bulletin* for a copy of PS Form 8038.

Management Instruction EL 430-90-8, *Back Pay*, describes the general back pay claims process. For additional information on back pay, go to the Headquarters' Compensation Web site at <http://hrishq.usps.gov/hrisp/comp/letters.cfm>. See also part 436 of the *Employee and Labor Relations Manual* (ELM), on the Postal Service™ PolicyNet Web site at <http://blue.usps.gov>; click on *More References*, then *Manuals*.

#### Effective Date

Revised PS Form 8038 is dated January 2004 and is effective immediately. You may continue to use stocked copies of the original PS Form 8038, dated July 1990, until you run out of them.

#### Availability of Form

We will not automatically distribute PS Form 8038 to district offices or Post Offices™. The form is available on the Postal Service PolicyNet Web site; go to

<http://blue.usps.gov>; click on *More References*, then *Forms*. You can print the form locally. If you have any questions about how to complete the form, contact your local personnel office.

You can also order this form from the Material Distribution Center (MDC) by using touch tone order entry (TTOE): Call 800-332-0317, option 2.

*Note:* You must be registered to use TTOE. To register, call 800-332-0317, option 1, extension 2925, and follow the prompts to leave a message. (Wait 48 hours after registering before placing your first order).

Use the following information to order PS Form 8038:

**PSIN:** PS8038  
**NSN:** 7530-01-000-9907  
**Unit of Measure:** EA  
**Minimum Order Quantity:** 25  
**Bulk Pack Quantity:** 250  
**Quick Pick Number:** N/A  
**Price:** \$0.1515

— Compensation,  
Employee Resource Management, 2-5-04

United States Postal Service®

## Employee Statement To Recover Back Pay

**INSTRUCTIONS:** An employee may be eligible to receive payment of back pay following an unwarranted or unjustified personnel action if the employee was one of the following:

- a. separated (except for erroneous separation due to optional retirement),
- b. placed on leave without pay (LWOP) during indefinite suspension
- c. denied Postal Service™ employment.

Before a back pay claim can be processed, an employee who satisfies one of the above conditions must also:

- a. complete this form,
- b. provide all required supporting documentation. Attach additional pages as necessary, noting on each attached page which question it relates to.

*If you have questions concerning the completion of any part of this form, contact your local personnel office for assistance.*

### A - Employee Identification

Name (Last, first, MI)		Employee ID Number	Designation/Activity Code (DES-ACT)	
Address (Number, street, box, ste./apt. no.)				City
State	ZIP+4®	Telephone No. (Include area code)	Current Position Title	Current Occupation Code
Back Pay Period: From (MM/DD/YYYY)		Back Pay Period: To (MM/DD/YYYY)	Employing Office Finance No.	Employing Office Telephone No. (Include area code)
Employing Office Address (Number, street, box, ste./apt. no.)				City
State	ZIP+4	USPS® Labor Relations or Human Resources Contact	USPS Contact Telephone No. (Include area code)	

### B - Statement Questions

#### Employment -- Questions 1 - 4

<p><b>1. Did you seek outside employment during the back pay period?</b>  <b>Note:</b> Preference eligibles requesting back pay under an MSPB decision are not required to seek outside employment.</p> <p>If YES, you must furnish the information required below based on the type of personnel action and the length of the back pay period.</p> <p>a. SEPARATIONS AND INDEFINITE SUSPENSIONS. If the back pay claim is for a period of separation or indefinite suspension and no outside employment was obtained for all or part of the back pay period, you must furnish the following:</p> <ul style="list-style-type: none"> <li>(1) If the back pay period is 45 days or less, you must answer questions 2, 5 and 6 on this form.</li> <li>(2) If the back pay period is more than 45 days but less than 6 months, you must provide a written explanation of the reasons outside employment was not obtained for all parts of the back pay period, except for the first 45 days.</li> <li>(3) If the back pay period is 6 months or more more, you must provide detailed information concerning the efforts you made to obtain other employment for all parts of the back pay period, except for the first 45 days. Give the following information for EACH employer:                             <ul style="list-style-type: none"> <li>(a) the date or approximate date the contact was made;</li> <li>(b) the business name, address, and telephone number;</li> <li>(c) whether the contact was in person, by telephone, or by mail;</li> <li>(d) the name of the person contacted or who conducted the interview;</li> </ul> </li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No
--	--

*(continued on Page 2)*

(Question 1 continued)

(e) whether an employment application was filed; and  
 (f) the reason, if known, why employment was not offered.

b. DENIAL OF EMPLOYMENT. If the back pay claim is for a period during which employment with the Postal Service was denied and no outside employment was obtained, you must provide the information required in item 1a(3) above for ALL parts of the back pay period during which other employment was not obtained.

*Attach additional sheets if necessary.*

**2. Did you have earnings from outside employment during the back pay period?**  Yes  No  
**NOTE:** Outside employment is employment you obtained during the back pay period.

If YES, you must attach a statement from **each** of your employer(s) showing the total number of hours you worked and your gross earnings for the back pay period.

*Attach your employment/earnings statement.*

**3a. Did you have any earnings from secondary employment during the back pay period?**  Yes  No  
**NOTE:** Secondary employment is employment that you had while working for the Postal Service directly prior to the back pay period and that would have continued even if you had continued working for the Postal Service.

If NO, go to question 4.

If YES, you must attach a statement from **each** of your employer(s) showing the total number of hours you worked and your gross earnings for the back pay period and go to question 3b.

*Attach your employment/earnings statement.*

**3b. Were the work hours of your secondary employment expanded (increased) during this period?**  Yes  No

If YES, you must submit a statement from your employer(s) showing the hours you worked and your gross earnings for the 6-month period prior to the beginning of the back pay period as well as for the back pay period.

*Attach your employment/earnings statement.*

**4. Were you self-employed during the back pay period?**  Yes  No

If YES, you must submit an affidavit indicating the gross amount earned and any deductions for ordinary and necessary business expenses incurred in conjunction with such self-employment. Any business expense deductions claimed must be itemized and substantiated by receipts or other documentation, when available. If such employment existed prior to the back pay period, you must also submit your earnings for the 6-month period prior to the beginning of the back pay period.

*Attach your affidavit and employment/earnings statement.*

**Other Income -- Questions 5 - 7**

**5. Did you receive unemployment compensation during the back pay period?**  Yes  No

If YES, identify the state(s) from which unemployment compensation was received, date(s) covered, and amount(s) received, and attach **an earnings statement from each state employment security agency.**

*(continued on Page 3)*

*(Question 5 continued)*

STATE FROM WHICH COMPENSATION RECEIVED	STARTING DATE	ENDING DATE	AMOUNT RECEIVED
			\$
			\$
			\$
			\$
			\$
			\$

*Attach your earnings statements.*

**6. Did you receive workers' compensation for any time during the back pay period?**

Yes  No

If YES, note whether you received full or partial compensation, identify the date(s) covered and amount(s) received, and attach documentation of the workers' compensation payments received.

FULL OR PARTIAL	STARTING DATE	ENDING DATE	AMOUNT RECEIVED
			\$
			\$
			\$
			\$
			\$
			\$

*Attach documentation.*

**7. Did you receive any annuity payments from the federal government during the back pay period?**

Yes  No

If YES, write in your retirement account number \_\_\_\_\_, identify the date(s) covered and amount(s) received, and attach a NARECS printout.

STARTING DATE	ENDING DATE	AMOUNT RECEIVED
		\$
		\$
		\$
		\$
		\$
		\$

*Attach additional sheets if necessary.*

**Leave -- Questions 8a & 8b**

<p><b>8a. During the back pay period, were you ready, willing and able to perform your Postal Service job?</b></p> <p>If YES, go to question 9.</p> <p>If NO, provide an explanation of your inability to work and state the beginning date(s) and ending date(s) of each period that you were unable to work, and go to question 8b.</p> <p><i>Attach additional sheets if necessary.</i></p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
--	---

<p><b>8b. Do you want to substitute credited annual leave or sick leave (pursuant to the requirements of <i>Employee and Labor Relations Manual (ELM) 510</i> for periods when you were not ready, willing, and able to perform your Postal Service job?</b></p> <p><b>Note:</b> If you were unable or unwilling to perform your job during the back pay period and you do not request annual or sick leave, you will not receive any compensation from the Postal Service for that period.</p> <p>If YES, identify date(s) to be covered and type of credited leave to be substituted.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 33%;">STARTING DATE</th> <th style="width: 33%;">ENDING DATE</th> <th style="width: 33%;">TYPE OF CREDITED LEAVE</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table> <p><i>Attach additional sheets if necessary.</i></p>	STARTING DATE	ENDING DATE	TYPE OF CREDITED LEAVE																									<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
STARTING DATE	ENDING DATE	TYPE OF CREDITED LEAVE																										

**Health Insurance Benefits -- Question 9**

<p><b>9. Do you want to have Federal Employees Health Benefits (FEHB) coverage?</b></p> <p>If YES, indicate which one of the following options you prefer:</p> <p><input type="checkbox"/> Enroll in a new plan or option.</p> <p style="text-align: center;">OR</p> <p><input type="checkbox"/> Reinstatement your prior enrollment, retroactive to the date it was terminated.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
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**Thrift Savings Plan -- Questions 10a - 10d**

<p><b>10a. Do you want to participate in the Thrift Savings Plan (TSP)?</b></p> <p>If NO, go to question 11.</p> <p>If YES, go to question 10b.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
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<p><b>10b. Were you separated from the Postal Service for the period covered by the back pay claim?</b></p> <p>If NO, go to question 10c.</p> <p>If YES, you must submit a Form TSP-1 for each TSP Open Season to document the deductions you want withheld from your back pay award. If you wish to participate in TSP catch-up, you must submit a Form TSP-1c for each TSP Open Season for each TSP open season.</p> <p><b>Note:</b> To participate in TSP catch-up, you must be age 50 or older at the time of TSP election and already contributing the maximum amount of regular TSP contributions for which you are eligible. This catch-up contribution limit changes annually and is determined by the IRS.</p> <p><i>Attach Form(s) TSP-1 and/or Form(s) TSP-1c.</i></p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>10c. Were you on LWOP during an indefinite suspension for the period covered by the back pay claim?</b></p> <p>If NO, go to question 10d.</p> <p>If YES, the TSP participation in force at the beginning of your LWOP period will be reinstated automatically. If you wish to change the amounts contributed to your TSP, you must submit a Form TSP-1 for each TSP Open Season to document the deductions you want withheld from your back pay award. If you wish to participate in TSP catch-up, you must submit a Form TSP-1c for each TSP Open Season.</p> <p><b>Note:</b> To participate in TSP catch-up, you must be age 50 or older at the time of TSP election and already contributing the maximum amount of regular TSP contributions for which you are eligible. This catch-up contribution limit changes annually and is determined by the IRS.</p> <p><i>Attach Form(s) TSP-1 and/or Form(s) TSP-1c.</i></p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>10d. Were you denied employment for the period covered by the back pay claim?</b></p> <p>If YES, contact your personnel office for assistance.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

**Postal Indebtedness -- Question 11**

<p><b>11. Do you have any outstanding indebtedness to the Postal Service that is not related to the period of your back pay award?</b></p> <p>If YES, please indicate the amount, if any, you would like deducted from your final award.</p> <p>\$ _____</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
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**C - Privacy Act Statement**

**Privacy Act Statement:** The collection of this information is authorized by 39 U.S.C. Sections 401 and 1003, 5 U.S.C. 8339, and P.L. 103-3. This information will be used to determine the amount of back pay you are entitled to receive under a decision/award or settlement agreement authorized by an appropriate authority. As a routine use, this information may be disclosed to a Congressional office at your request; to OMB for review of private relief legislation; to a labor organization as required by the NLRA; where pertinent, in a legal proceeding (a) to which the USPS is a party; (b) by which the USPS is likely to be affected; or (c) in which the USPS has an interest; to an appropriate law enforcement agency for investigative or prosecutorial purposes; to a government agency where relevant to a hiring, contracting, or licensing decision by the requesting agency; to a government agency in order to elicit information relevant to a hiring, contracting, or licensing decision by the USPS; to an expert, consultant or individual under contract with the USPS to fulfill an agency function; to Federal Records Center for storage; to the EEOC for investigating a formal EEO complaint filed against the USPS under 29 CFR 1614; to the Merit Systems Protection Board or Office of Special Counsel for proceedings involving possible

*(continued on Page 6)*

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*(Privacy Act Statement continued)*

prohibited personnel practices; to an independent certified public accountant during an official audit of USPS finances; to agencies having taxing authority for taxing purposes; to financial organizations receiving allotments; to OPM, SSA, VA, OWCP, insurance carriers, plans or other program management agencies or systems for use in determining or processing a claim for health, life insurance, retirement or other program benefits under such system; to OPM for its active employee/annuitant data systems used to analyze federal retirement and insurance costs; and to federal, state, or local governments administering benefit or other programs to conduct a computer match to verify eligibility, indebtedness, or compliance with requirements of the program. Completion of this form is voluntary. However, if this information is not provided, your back pay claim cannot be processed.

**Civil Penalty for Presenting False or Fraudulent Claim:** A person who submits a false or fraudulent claim is liable for a civil penalty of not less than \$5,000 and not more than \$10,000, plus an amount equal to three times the amount of damages sustained due to the false or fraudulent claim, and the costs of any civil action brought to recover such amounts. (See 31 U.S.C. 3729-3731.)

**Criminal Penalty for Presenting False or Fraudulent Claim or Making False or Fraudulent Statements.** A person who submits a false or fraudulent claim or makes a false or fraudulent statement is liable for a criminal fine or imprisonment for not more than 5 years or both. (See 18 U.S.C. 287, 1001.)

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**D - Employee Signature**

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I hereby certify that my answers to the above questions are true and correct to the best of my knowledge and belief, and I understand the above provisions regarding the Privacy Act Statement and the civil and criminal penalties for presenting false or fraudulent claims or making false or fraudulent statements.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

A photograph of a smiling woman, a postal worker, sitting in the driver's seat of a mail truck. She is wearing a white short-sleeved uniform shirt. The truck's interior and steering wheel are visible. The background is a bright, slightly blurred outdoor scene.

# DRIVE RIGHT

**Make  
Safety  
Happen.**

ADHERE TO ALL DRIVING RULES. BEGIN WITH VEHICLE SAFETY INSPECTION. REPORT VEHICLE DEFECTS TO SUPERVISOR IMMEDIATELY. MAKE SURE LOADS CANNOT FALL OR SLIDE OR BLOCK VISION. WEAR SEAT BELT. KEEP DOOR CLOSED WHEN DRIVING. DO NOT FINGER MAIL WHILE DRIVING. NEVER SPEED. NEVER RUN RED LIGHT. DO FULL STOP AT STOP SIGNS. LOOK LEFT-RIGHT-LEFT BEFORE ENTERING INTERSECTION. NEVER TAILGATE. DRIVE EXTRA CAREFULLY IN BAD WEATHER. USE TURN SIGNALS. DRIVE DEFENSIVELY AND COURTEOUSLY. BE CAREFUL IN PARKING LOTS. BE ALERT FOR CHILDREN AND SENIORS. BE CAREFUL AT RAILROAD CROSSINGS. PARK RIGHT. AVOID ROLL-AWAYS AND RUN-AWAYS.

**SAFETY DEPENDS ON ME.**

## Finance

### REMINDER

### Migratory Bird Stamp Destruction

The period for the sale of migratory bird stamps has been extended. The following table contains the deadlines by which unused stamps should be returned for destruction. Additional instructions can be found in part 427, Handling Migratory Bird Hunting and Conservation Stamps, Handbook F-1, *Post Office Accounting Procedures*, in the online version accessible on the Postal Service™ PolicyNet Web site at <http://blue.usps.gov>; click on *More References*; then *HBKs*.

District customer service and sales offices must establish a schedule for offices to submit all unsold migratory bird stamps for destruction. Offices served by stamp distribution offices (SDOs) and stamp services centers (SSCs) must submit unused stamp stock to the stamp destruction committee no later than May 28, 2004.

#### Notes:

1. Philatelic retail units and offices designated as philatelic retail units served by SDOs and SSCs must submit unsold migratory bird stamps more than two years old to the stamp destruction committee by May 28, 2004.
2. Philatelic retail units and offices designated as philatelic retail units are the only outlets that should have a beginning migratory bird stamp inventory as of June. These offices should maintain a detailed accountability for their migratory bird stamp inventory locally.

— Revenue and Field Accounting,  
Finance, 2-5-04

Procedures	Facility Type		
	Post Offices Served by SDO	Stations and Branches Served by SDO	Post Offices, Stations, and Branches Served by SSC
Unsold Migratory Bird Stamps in Stamp Credits	Return to unit reserve stock by April 30, 2004		
Unsold Migratory Bird Stamps in Unit Reserve Stock	Return to stamp destruction committee by May 28, 2004		Return to stamp services center by May 28, 2004
Form	PS Form 17, <i>Stamp Requisition/Stamp Return</i> (June 2002)		

## REMINDER

**International Reply Coupons**

All stations, branches, and Post Offices™ must submit exchanged foreign-issued and U.S.-issued refunded international reply coupons (IRCs) accepted through December 31, 2003, to their servicing stamp distribution office (SDO) or stamp services center (SSC) before February 27, 2004.

Redemption rates are:

- **Exchanged Foreign-Issued:** 1-1-03 through 12-31-03
- **Rate per Item:** \$0.80

**Note:** Reply coupons issued by foreign countries before January 1, 1975, are no longer redeemable at U.S. Post Offices.

- **U.S.-Issued Refunded (purchase price less 1 cent):** 1-1-03 through 12-31-03
- **Rate per Item:** \$1.74

Section 426.9 of Handbook F-1, *Post Office Accounting Procedures*, contains specific instructions for stations, branches, and Post Offices for submitting exchanged foreign-issued and U.S.-issued refunded IRCs to their servicing SDO or SSC.

Section 437.34 of Handbook F-1 contains specific instructions for SDOs, and section 447.34 contains specific instructions for SSCs to account for returned IRCs and submission to the accounting service center (ASC).

SDOs and SSCs should mail IRCs to the following address:

EAGAN ASC FINANCE BRANCH  
FINANCIAL REPORTING  
US POSTAL SERVICE  
2825 LONE OAK PKWY  
EAGAN MN 55121-9617

Handbook F-1 is accessible online on the Postal Service PolicyNet Web site; go to <http://blue.usps.gov>; click on *More References*, then *HBKs*.

— *Revenue and Field Accounting,*  
*Finance, 2-5-04*

**Revenue Unit for Fiscal Year 2003**

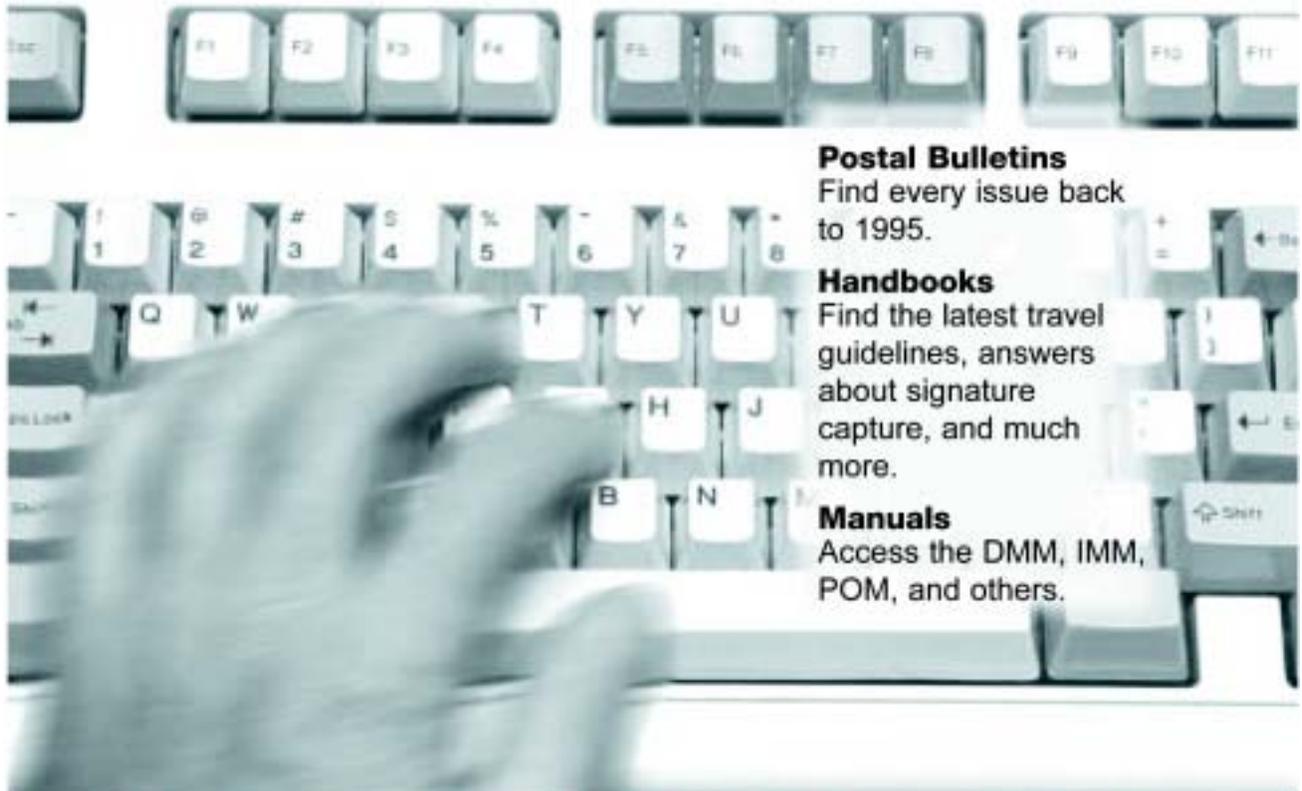
The revenue unit for Fiscal Year 2003 is \$336.47. This is the average revenue for 1,000 pieces of originating mail and special service transactions. The revenue unit is used in the process of determining the proper cost ascertainment grouping (CAG) for Post Offices™.

— *Revenue and Field Accounting,*  
*Finance, 2-5-04*

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***<http://blue.usps.gov/cpim>***

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Find every issue back to 1995.

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**Manuals**

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# International Mail

PUBLICATIONS 524 AND 524-C REVISIONS

## Size Requirements for Global Direct – Canada Admail

Effective February 5, 2004, Publication 524, *Global Direct – Canada Admail* (service guide), and Publication 524-C, *Global Direct – Canada Admail* (brochure), are revised to update certain size requirements for items mailed with Global Direct™ – Canada Admail service. The revised information is published in this article.

Both publications are available on the Postal Service™ PolicyNet Web site; go to <http://blue.usps.gov>; click on *More References*, and then *PUBs*. They are also available on the Internet; go to [www.usps.com](http://www.usps.com); click on *About USPS & News*, then *Forms & Publications*, then *Browse All Periodicals & Publications*, and then *Publications* (either *PDF Format* or *Text Format*).

We will not stock printed versions of the new editions of these publications at the Material Distribution Center (MDC).

### Publication 524, *Global Direct – Canada Admail* (service guide)

\* \* \* \* \*

#### Section 1: Global Direct – Canada Admail

##### What You May Send

\* \* \* \* \*

##### Size and Weight

Every item must meet size and weight requirements for its category. The maximum weight is 17.6 ounces (500 grams). The size standards follow:

*[Revise the table in three cells, all in the Width column. In the Standard section, for “Coupon, Self-Mailer or Envelope Form,” revise the maximum width; also in the Standard section, for “Not in Card, Coupon, Self-Mailer or Envelope Form,” revise the maximum width; and in the Large section, revise the minimum width. The entire table should read as follows (here we have used bold to emphasize the revised text):]*

		Length	Width	Thickness	Weight
<b>Standard</b>					
Coupon, Self-Mailer or Envelope Form	Min.	5.5 in. 140 mm	3.5 in. 90 mm	.007 in. 0.18 mm	N/A
	Max.	9.6 in. 245 mm	<b>6.14 in.</b> <b>156 mm</b>	.2 in. 5 mm	3.52 oz. (100 grams)
Postcards or Cards	Min.	5.5 in. 140 mm	3.5 in. 90 mm	.007 in. 0.18 mm	N/A
	Max.	9.6 in. 245 mm	4.7 in. 120 mm	N/A	N/A
Not in Card, Coupon, Self-Mailer or Envelope Form	Min.	3.9 in. 100 mm	2.75 in. 70 mm	.007 in. 0.18 mm	N/A
	Max.	9.6 in. 245 mm	<b>6.14 in.</b> <b>156 mm</b>	.2 in. 5 mm	3.52 oz. (100 grams)
<b>Large</b>	Min.	9.6 in. 245 mm	<b>6.14 in.</b> <b>156 mm</b>	.2 in. 5 mm	N/A
	Max.	14.96 in. 380 mm	10.6 in. 270 mm	.78 in. 20 mm	17.6 oz. (500 grams)

\* \* \* \* \*

#### Section 2: Global Direct Mailbox Service

\* \* \* \* \*

## How To Use Global Direct Mailbox Service

\* \* \* \* \*

### Step 2: Formatting Your Cards and Envelopes

#### Mail Standards

\* \* \* \* \*

#### Envelopes and Self-Mailers

\* \* \* \* \*

[Revise the second bullet to read as follows:]

- Maximum size: 6-1/8 in. (156 mm) x 9-5/8 in. (245 mm)

\* \* \* \* \*

## Publication 524-C, *Global Direct – Canada Admail (brochure)*

### Global Direct – Canada Admail

\* \* \* \* \*

#### Size and Weight

[Revise the table in three cells, all in the Width column. In the Standard section, for “Coupon, Self-Mailer or Envelope Form,” revise the maximum width; also in the Standard section, for “Not in Card, Coupon, Self-Mailer or Envelope Form,” revise the maximum width; and in the Large section, revise the minimum width. The entire table should read as follows (here we have used bold to emphasize the revised text):]

		Length	Width	Thickness	Weight
<b>Standard</b>					
Coupon, Self-Mailer or Envelope Form	Min.	5.5 in. 140 mm	3.5 in. 90 mm	.007 in. 0.18 mm	N/A
	Max.	9.6 in. 245 mm	<b>6.14 in.</b> <b>156 mm</b>	.2 in. 5 mm	3.52 oz. (100 grams)
Postcards or Cards	Min.	5.5 in. 140 mm	3.5 in. 90 mm	.007 in. 0.18 mm	N/A
	Max.	9.6 in. 245 mm	4.7 in. 120 mm	N/A	N/A
Not in Card, Coupon, Self-Mailer or Envelope Form	Min.	3.9 in. 100 mm	2.75 in. 70 mm	.007 in. 0.18 mm	N/A
	Max.	9.6 in. 245 mm	<b>6.14 in.</b> <b>156 mm</b>	.2 in. 5 mm	3.52 oz. (100 grams)
<b>Large</b>	Min.	9.6 in. 245 mm	<b>6.14 in.</b> <b>156 mm</b>	.2 in. 5 mm	N/A
	Max.	14.96 in. 380 mm	10.6 in. 270 mm	.78 in. 20 mm	17.6 oz. (500 grams)

\* \* \* \* \*

— International Product Development,  
Product Development, 2-5-04

IMM REVISION

**Closing of Exchange Office and Customs Service Location at Dallas International Service Center**

Effective February 14, 2004, the *International Mail Manual* (IMM) is revised as follows:

- Exhibits 292.452 and 292.455 are revised to reflect a network change that removes Dallas International Airport as a U.S. International Exchange Office for export mail.
- IMM 292.153 and 293.32 are revised to reflect the address change for drop shipment locations.
- IMM Exhibits 294.42 and 295.43 are revised to reflect changes in labeling and routing information.

We will incorporate these revisions into the printed version of IMM 30 and also into the online version of the IMM, which can be accessed via Postal Explorer at <http://pe.usps.gov>.

**International Mail Manual (IMM)**

\* \* \* \* \*

**2 Conditions for Mailing**

\* \* \* \* \*

**290 Commercial Services**

\* \* \* \* \*

**292 International Priority Airmail Service**

**292.1 Description**

\* \* \* \* \*

**292.15 Deposit**

\* \* \* \* \*

**292.153 Drop Shipment Locations**

Drop shipment rates are available from the following offices:

\* \* \* \* \*

**Texas:**

*[Revise the address for Texas to read as follows:]*

DALLAS AIRPORT MAIL CTR  
 US POSTAL SERVICE  
 2300 W 32ND ST  
 DALLAS TX 75261-9741

\* \* \* \* \*

**292.4 Preparation Requirements for Individual Items**

\* \* \* \* \*

**292.45 Sacking Requirements**

\* \* \* \* \*

**292.452 Mixed Direct Country Package Sacks**

\* \* \* \* \*

**Exhibit 292.452 Labeling of IPA Mail to Postal Service Exchange Offices**

[Revise Exhibit 292.452 by changing the third entry to read as follows. Delete the fourth entry (for "ISC DALLAS TX 753").]

IPA Acceptance Office 3-Digit ZIP Code Prefix * * * * *	U.S. Exchange Office and Routing Code for Line 1
424, 430-469, 478-516, 520-528, 530-531, 534-535, 537-567, 570-588, 600-620, 622-631, 633-641, 644-658, 660-662, 664-681, 683-693, 700-708, 710-799, 885 * * * * *	ISC CHICAGO IL 60688

\* \* \* \* \*

**292.455 Preparation Requirements for Canada**

\* \* \* \* \*

**Exhibit 292.455 Canadian Labeling Information**

[Revise Exhibit 292.455 by changing the sixth entry to read as follows. Delete the seventh entry (for the Exchange Office designated "DFW").]

Origin ZIP Code * * * * *	Exchange Office	Canadian Destination	U.S. Exchange Office Code
460-469, 472-475, 478-479, 498-516, 520-528, 530-567, 570-588, 600-631, 633-641, 644-658, 660-662, 664-681, 683-693, 700-708, 710-722, 724-816, 822-831, 840-847, 870-885, 893, 898 * * * * *	ORD	TORONTO ON FWD	60688

\* \* \* \* \*

**293 International Surface Air Lift (ISAL) Service**

\* \* \* \* \*

**293.3 Service Options**

\* \* \* \* \*

**293.32 Drop Shipment Locations**

Drop shipment rates (as shown in 293.71) are available from the following offices:

\* \* \* \* \*

**Texas:**

[Revise the address for Texas to read as follows:]

DALLAS AIRPORT MAIL CTR  
US POSTAL SERVICE  
2300 W 32ND ST  
DALLAS TX 75261-9741

\* \* \* \* \*

**294 Publishers' Periodicals**

\* \* \* \* \*

**294.4 Makeup Requirements for Publishers' Periodicals**

\* \* \* \* \*

**294.42 Sacking and Labeling**

\* \* \* \* \*

**Exhibit 294.42 Publishers' Periodicals — All Countries (Except Canada) Labeling, Routing, and Rate Group Information**

[Revise Exhibit 294.42 by changing the entry for Mexico (on p. 4) to read as follows (changing the routing code from 753 to 75199):]

Destination Exchange Office Code	Country	Routing Code	Observations	Publishers' Periodical Rate Group
* * * * *				
MEX	Mexico	75199		2
* * * * *				

**Routing Identification Information:**

\* \* \* \* \*

[For the "Routing Identification Information" that appears at the end of Exhibit 294.42, revise the fourth item to read as follows:]

75199 BMC Dallas TX 75199

\* \* \* \* \*

**295 Books and Sheet Music**

\* \* \* \* \*

**295.4 Makeup Requirements for Books and Sheet Music**

\* \* \* \* \*

**295.43 Sacking and Labeling**

\* \* \* \* \*

**Exhibit 295.43 Books and Sheet Music — All Countries (Except Canada) Labeling and Routing Information**

[Revise Exhibit 295.43 by changing the entry for Mexico (on p. 4) to read as follows (changing the routing code from 753 to 75199):]

Destination Exchange Office Code	Country	Routing Code	Observations
* * * * *			
MEX	Mexico	75199	
* * * * *			

**Routing Identification Information:**

\* \* \* \* \*

[For the "Routing Identification Information" that appears at the end of Exhibit 295.43, revise the fourth item to read as follows:]

75199 BMC Dallas TX 75199

\* \* \* \* \*



# Save \$3 today

on a FIRSTCLASS PHONECARD.<sup>®</sup>

Was \$15, now \$12

Offer good 12/27/03 – 3/31/04 on 120-minute cards only. At participating locations while supplies last.

A surcharge of at least 1 cent is added to international rates for long distance calls. Minimum based on U.S. domestic calling. International rates may be higher than U.S. domestic rates, after accounting for surcharges and are subject to change. See card packaging for restrictions, terms and conditions.



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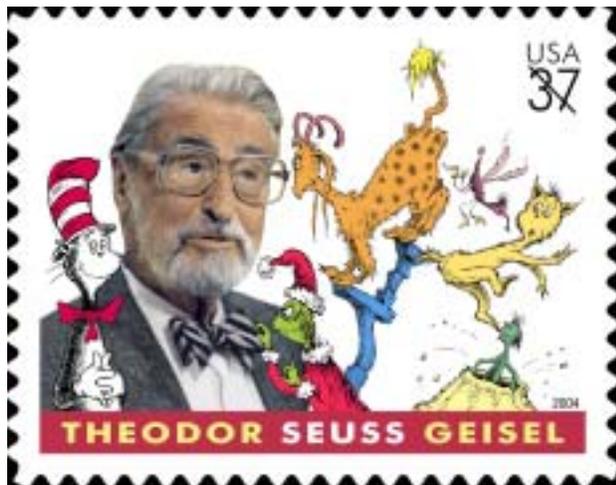
USPS.COM



# Philately

STAMP ANNOUNCEMENT 04-01

## Theodor Seuss Geisel Commemorative Stamp



Copyright USPS 2003

The Postal Service™ will issue a 37-cent *Theodor Seuss Geisel* commemorative stamp (Item 455500) in a pressure-sensitive adhesive (PSA) pane of 20 on March 2, 2004, in La Jolla, California. The stamp, designed by Carl T. Herrman, Carlsbad, California, goes on sale nationwide March 3, 2004.

This stamp honors Theodor Seuss Geisel, better known as Dr. Seuss, on the 100th anniversary of his birth. A Pulitzer Prize-winning author and illustrator, Dr. Seuss has introduced countless children to the joys of reading.

The stamp features a color photograph of Geisel taken in Dallas, Texas, in 1987. In the stamp design Geisel is surrounded by his illustrations of six characters from his books. From left to right:

- The Cat in the Hat from *The Cat in the Hat* (1957)
- The Grinch (with color added) from *How the Grinch Stole Christmas!* (1957)
- The Glotz (or the identical Klotz) from *Oh Say Can You Say?* (1979)

- Three characters from the 1965 book *I Had Trouble in Getting To Solla Sollew*:
  - The Skritz
  - The anonymous “young fellow”
  - The Shrink

Issue:	<i>Theodor Seuss Geisel</i>
Item Number:	455500
Denomination & Type of Issue:	37-cent commemorative
Format:	Pane of 20 with selvage (1 design)
Series:	N/A
Issue Date & City:	March 2, 2004, La Jolla, CA 92038
Designer:	Carl T. Herrman, Carlsbad, CA
Art Director:	Carl T. Herrman, Carlsbad, CA
Typographer:	Carl T. Herrman, Carlsbad, CA
Modeler:	Donald H. Woo
Manufacturing Process:	Gravure
Printer:	Sennett Security Products (SSP)
Printed at:	American Packaging Corporation, Columbus, WI
Press Type:	Rotomec, 3000
Engraver:	Southern Graphics
Stamps per Pane:	20
Print Quantity:	172 million stamps
Paper Type:	Prephosphored, Type I
Adhesive Type:	Pressure-sensitive
Processed at:	Unique Binders, Fredericksburg, VA
Colors:	Magenta, Yellow, Cyan, Black, Line Red, Line Blue
Stamp Orientation:	Horizontal
Image Area (w x h):	1.41 x 1.08 in./35.81 x 27.43 mm
Overall Size (w x h):	1.56 x 1.23 in./39.62 x 31.24 mm
Pane Size (w x h):	7.25 x 8.00 in./184.15 x 203.20 mm
Plate Size:	180 stamps per revolution
Plate Numbers:	“S” followed by six (6) single digits
Marginal Markings:	“© 2003 USPS” • Price • Plate numbers on two corners • Plate position diagram • 4 UPC codes on back • Licensing text • Dr. Seuss Header/images
Catalog Item Number(s):	455520 Block of 4 — \$1.48 455530 Block of 10 — \$3.70 455540 Full Pane of 20 — \$7.40 455561 First Day Cover — \$0.75 455591 Ceremony & FDC set — \$6.70 455593 Full Pane w/FDC — \$8.15

### How to Order the First Day of Issue Postmark

This information is not available at the time of this printing.

### How to Order First Day Covers

Stamp Fulfillment Services also offers first day covers for new stamp issues and Postal Service stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic* catalog. Customers may request a free catalog by telephoning 800-STAMP-24 or by writing to:

INFORMATION FULFILLMENT  
DEPT 6270  
US POSTAL SERVICE  
PO BOX 219014  
KANSAS CITY MO 64121-9014

First day covers remain on sale for at least 1 year after the stamp's issuance.

### Philatelic Products

There is a philatelic product for this stamp issue. The Ceremony Program and First Day Cover Keepsake, Item 455591, sells for \$6.70 and is available:

- In Postal Retail Stores.
- Online at [www.usps.com](http://www.usps.com).
- By telephone at 800-STAMP-24.

### Distribution: 37-cent *Theodor Seuss Geisel* Commemorative Stamp, Item 455500

Stamp distribution offices (SDOs) will receive their full standard automatic distribution quantity for a PSA sheet stamp, plus an additional one-third the standard quantity. Distributions are rounded up to the nearest master carton size (40,000 stamps).

### Initial Supply to Post Offices

SDOs will make a subsequent automatic distribution to Post Offices of a full standard automatic distribution quantity using PS Form 17, *Stamp Requisition/Stamp Return*. SDOs must not distribute stamps to Post Offices before February 26, 2004.

### Philatelic Requirement

SDOs with authorized philatelic centers will receive an automatic distribution of these stamps in nine positions for subsequent distribution to each philatelic window.

SDOs That Serve This Many Philatelic Windows...	Will Receive This Quantity of the <i>Theodor Seuss Geisel</i> Commemorative Stamp, Item 455500
1	18,000
2	36,000
3	54,000
4	72,000
5	90,000
6	108,000
8	144,000
9	162,000
12	216,000
13	234,000
16	288,000
19	342,000

### Additional Supply

Post Offices requiring additional Item 455500 must requisition them from their designated SDO using PS Form 17. SDOs requiring additional stamps must order them from the appropriate accountable paper depository (APD) using PS Form 17.

For fulfilling supplemental orders from SDOs, the Chicago, Memphis, and New York APDs will each receive 8,000,000 additional stamps; the San Francisco APD will receive 7,000,000 additional stamps; and the Denver APD will receive 3,200,000 additional stamps.

### Sales Policy

All Post Offices must acquire and maintain a supply of each new commemorative stamp as long as customer demand exists, until inventory is depleted, or until the stamp is officially withdrawn from sale. If supplies run low, Post Offices must reorder additional quantities using their normal ordering procedures.

— Stamp Services,  
Government Relations, 2-5-04

(Philately section continues on page 51.)

# Fraud Alert

ALL PERSONNEL PROCESSING MAIL FOR DISPATCH ABROAD

## Foreign Order No. 492

Keep all foreign order notices for use as reference.

### Tentative Orders

#### The Netherlands

USA GROUP  
AND PROCESSING CENTRE  
GELDERLANDPLEIN 75L  
1082 LV AMSTERDAM  
THE NETHERLANDS

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

POSTMASTER  
CLAIMS AND INQUIRY  
JAMES A FARLEY BLDG RM 2029A  
NEW YORK NY 10199-9652

Do not place any endorsement on the mail pieces themselves.

### Final Orders

#### Ireland

WORLDWIDE VERIFICATION SERVICE  
(WVS)  
WVS FORWARDING SERVICE  
12 C SMITHSTOWN IND ESTATES  
SHANNON COUNTY CLAIR  
IRELAND

Personnel may post this notice at the outgoing primary. They must post it on the Foreign Order Board at all Processing and Distribution plants, designated international exchange offices, and Customer Service plants.

— Judicial Officer, 2-5-04

## Withholding of Mail Orders

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

State/City/ZIP Code	Names and Addresses Covered
NJ, Salem 08079-2026	Any and All of Various Names Other Than the Surname Murray, 136 Route 45
NM, Santa Fe 87507-7223	Any and All Names Except Howard and Mary Fairchild, 3531 Cerrillos Road, Trailer #44
WA, Lynnwood 98046-0793	Any and All Names Except Billy J Godwin, PO Box 793

— Judicial Officer, 2-5-04

## Domestic Orders

False Representation. Enforced by postmasters at the cities listed below.

State/City/ZIP Code	Names and Addresses Covered	Product
IL, Winnebago 61088-0005	Cyndi Baumann dba JC Distribution, PO Box 5W	An envelope-stuffing program.

— Judicial Officer, 2-5-04

## Invalid Express Mail Corporate Account Numbers

These numbers are to be posted and used by retail/acceptance clerks. This listing supersedes all previous notices, which must be recycled. Retail/acceptance clerks must not accept Express Mail® shipments bearing any of the invalid numbers (listed below) in the “customer

number” or “agreement number” section of the label or form.

**Note:** The first 6 digits of a 9-digit Custom Designed Service and Next Day Pickup Service Agreement make up the Corporate Account Number.

<b>005097</b>	022721	064815	088062	097121	103425	139300	193520	275062	322100	335239	441335	481142
005387	022831	064932	088075	097282	104420	142050	193727	275201	322143	335350	441399	481148
005831	023271	065444	088145	097287	104454	142174	195062	275205	322183	336093	441449	481153
006268	023482	065502	088197	097375	104597	142463	195084	277075	322317	336455	441501	481372
006346	023501	065572	088257	097496	105297	142519	198266	278023	322533	336588	441559	481417
006654	023564	065685	088745	097582	105584	146064	<b>200478</b>	278031	323064	339614	441630	481440
006864	023614	065709	089296	097733	105638	146527	200512	282862	323176	340002	441748	481465
006961	025482	065768	089728	097752	105932	146608	200739	282932	324442	340117	441923	481505
007070	026006	065913	090603	097789	106309	146778	200826	283562	326690	340155	450180	481598
007281	026174	065943	091144	098177	108096	151115	200925	284032	327825	340165	452528	481623
008011	026589	065986	091476	098242	108504	151207	200955	285021	327876	340174	452536	481646
008351	028022	066109	091497	098280	108736	152252	206142	286116	329009	340481	452804	481673
008524	028055	067132	091586	098322	108770	152390	208727	286187	330096	340562	452827	481703
008697	028636	068060	091636	098336	108842	152447	209251	292598	330108	340665	453008	481716
008728	028659	068070	092070	098346	108890	152579	210585	293227	330132	340771	454523	481728
008860	029096	068206	092429	098392	109950	152754	210808	296351	330134	340805	454801	481740
008874	029398	068248	092670	098480	110065	152757	210812	296516	330165	340910	458097	481746
009262	030428	068468	093047	098489	110765	152808	210818	297054	330218	340949	458101	481757
009758	030468	068941	093222	098495	110886	152903	210819	<b>300168</b>	330233	349016	461097	481760
010677	033065	069074	093246	098528	110891	153073	210834	300404	330282	349019	462728	481766
012113	033242	069321	093290	098658	111719	156248	210838	300834	330290	349100	463073	481800
012177	037119	069402	093427	098669	113006	165099	212570	300933	330339	349588	464004	481813
012311	038097	069955	093442	098683	113062	165316	212953	300990	330404	351026	464013	481834
012338	038400	070422	093567	098706	113107	165373	220051	301212	330424	352271	464043	481842
012404	038492	070984	093719	098715	113159	170340	220086	301302	330612	352696	464052	481848
014023	044058	071040	094103	098817	113350	171137	220112	301384	330705	352767	464100	481856
014276	044078	071488	094112	098825	113718	171174	220170	301412	330782	358038	464102	481870
014424	049081	071643	094282	098840	113906	171194	220374	301913	330788	358059	464124	481872
014467	050068	071691	094414	098867	114243	171316	221075	301963	330901	361122	464153	481906
014482	054199	071820	094430	098872	114311	171328	221221	301978	330968	361343	464178	481927
014897	055111	075180	094572	098905	114630	178058	221243	302108	331140	366201	464202	481974
014910	055164	075847	094644	098947	115176	178065	221338	302275	331681	374069	465072	481980
014939	055236	076008	094653	098949	115184	180043	222297	302408	332037	383145	465114	481991
015291	060081	076512	094710	098956	115315	180047	223108	305034	332048	388054	469104	482227
015441	060371	077123	094787	<b>100021</b>	115512	180058	223114	305042	332084	<b>401010</b>	469112	482258
015585	060925	077366	094811	100037	115532	180092	227100	306104	332182	402068	469124	482288
015671	061399	077387	095533	100077	115576	180100	229071	311125	332294	402201	469188	482421
015680	061543	077400	095584	100080	117105	181022	232306	312383	332449	402235	469200	482481
015713	063447	077406	095600	100088	117274	184008	232347	312468	332827	402236	473069	482519
016650	064085	077453	095830	100168	117531	184035	235181	314383	332923	402260	477087	482527
018018	064120	077768	095968	100170	117902	184066	235245	314573	332986	402281	477175	482537
018365	064131	079057	096342	100190	118042	185023	240017	314656	332989	402661	478007	482551
018441	064152	079200	096361	100225	118125	185058	240089	315028	332992	402711	478008	482591
018567	064207	080002	096393	100249	118255	185059	254026	317340	333148	402771	478060	482597
018839	064255	080010	096467	100283	118563	186027	271006	317341	333314	402825	479118	482678
019289	064310	080151	096509	100358	118740	187001	272019	320052	333345	402907	479127	482697
019489	064316	080342	096562	100433	119507	187042	272102	320877	333413	404100	480035	482712
019870	064425	080651	096624	101548	120296	191174	272167	320901	333602	405209	480181	482730
020238	064480	080708	096649	101737	122345	192278	272214	321050	333646	405800	480251	482764
021503	064515	080713	096681	101952	123155	192436	272321	321056	333833	421022	480793	482770
022146	064535	085092	096754	102047	124168	192520	272326	321090	333899	424077	480814	482787
022401	064685	085180	096886	102135	125357	192575	274295	321167	333910	427025	480930	482892
022429	064707	085199	097061	102269	136202	192888	275007	321179	334028	432366	480996	482953
022441	064802	085328	097076	102280	136762	192899	275029	322044	334052	432713	481122	482993

483190	563053	606240	652415	748029	757082	800526	853377	906657	913051	937245	951019	960671
483317	570005	606290	652500	750171	757173	800555	853689	906817	913059	937453	951077	967310
483345	573001	606417	658118	750232	757331	801311	853799	906835	913076	937699	951139	967386
483425	577077	606448	660613	750459	757500	801473	856202	906857	913542	937737	951381	968155
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483839	598652	606580	672270	750658	760091	801606	891230	906921	913987	939128	952282	968416
483873	<b>600031</b>	606735	675002	750781	765618	801716	891332	907192	914528	940053	952324	968762
484002	600173	607655	687025	750789	767521	802104	891369	907207	914920	940394	952343	968911
485149	600408	607838	<b>701744</b>	750791	770103	802260	891376	907221	915303	940428	953240	968952
485317	600650	608135	708365	750867	770224	802341	891396	907245	915430	940456	953244	969020
485331	600655	608348	708646	751011	770561	802354	891867	907259	915451	941466	953259	970183
486334	601105	610177	712016	751039	771543	802590	891891	907286	915504	945286	953282	970771
488009	601120	616091	727079	751081	771756	802717	891921	907296	915631	945389	953311	970810
489419	601203	617198	730173	751185	771953	803126	891957	907353	917495	945855	953348	970930
489441	601268	618111	730531	752009	772552	804234	891958	907403	917697	945893	953362	972284
490290	601271	627040	730537	752056	773515	805121	895069	907461	917714	946230	953368	972296
490578	601584	628014	730661	752253	775026	805454	895074	907469	917874	946375	953372	972325
490692	601608	628139	730885	752257	778001	809023	<b>900126</b>	907470	921038	946595	958713	972769
491106	601791	631465	735006	752300	778003	809138	901193	907491	921448	947118	958812	980161
492053	601931	631944	735008	752309	778022	811001	902440	907517	924689	948099	958860	980298
495439	601937	631946	740131	752314	782070	812037	903632	907578	926117	948112	958883	982107
496131	602003	641145	740294	752322	782515	813055	906022	907596	926200	948225	958897	982256
<b>520001</b>	602846	641246	740678	752425	782945	814031	906056	907629	926265	948332	958905	982310
522025	602930	641370	740759	752483	785533	815094	906075	907645	927026	948379	958915	982313
531612	603029	641405	740767	752484	785545	816180	906076	907661	928218	948438	958920	982519
531794	604178	641455	740997	752498	785704	816253	906081	907707	928317	948496	958922	985056
537414	604326	641484	741017	752732	787048	833246	906160	907717	928451	948518	958923	992495
541230	604750	641486	741237	752738	787095	834075	906176	907800	928707	948599	958925	992520
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551297	605163	641672	741664	754019	797165	844227	906473	910025	932685	949711	958974	
551356	605182	641676	741674	754033	799139	846190	906484	910209	933417	950665	958980	
551400	605209	641873	741877	756017	<b>800079</b>	852756	906502	910405	933461	950877	959046	
554859	605349	641996	741895	757046	800104	852970	906505	912389	936102	950944	960087	

— Product Information Requirements,  
Product Development, 2-5-04

## Missing, Lost, or Stolen U.S. Money Order Forms

### Do Not Cash — Upon Receipt, Notify Local Postal Inspectors

This listing will be provided to all Postal Service™ employees responsible for accepting and cashing postal money orders. All interim notices should be destroyed when the numbers listed appear in the *Postal Bulletin*. The

actual serial numbers consist of the first 10 digits on the money orders. Check for altered dollar amounts by holding money orders to the light.

010 504 1932 to 010 504 1999	026 492 3180 to 026 492 3199	043 205 5922 to 043 205 5999	376 196 0911 to 378 085 3679 to	0999 3699
011 582 1889 to 011 582 1899	027 361 0430 to 027 361 0499	044 087 3457 to 044 087 3499	378 351 1063 to 379 843 5100 to	1099 5199
011 588 2900 to 011 588 3099	027 369 4482 to 027 369 4495	044 087 4000 to 044 087 4099	<b>380 093 9600 to</b> 380 165 1165 to	<b>9699</b> 1199
012 579 5675 to 012 579 5699	027 671 8762 to 027 671 8776	045 524 4121 to 045 524 4298	381 325 4500 to 381 604 2510 to	4599 2699
013 289 6176 to 013 289 6199	027 787 9886 to 027 787 9899	046 800 9870 to 046 800 9899	381 645 9525 to 383 314 3968 to	9599 3999
013 610 0014 to 013 610 0099	027 965 9487 to 027 965 9499	047 352 4000 to 047 352 4099	383 892 1000 to 383 892 1382 to	1344 1399
014 932 1000 to 014 932 1099	028 191 1852 to 028 191 1999	047 552 4370 to 047 552 4399	384 925 3641 to 385 568 2331 to	3654 2399
014 972 0800 to 014 972 0899	028 850 3000 to 028 850 3199	048 396 3647 to 048 396 3699	385 599 7554 to 385 774 2024 to	7575 2099
015 363 0007 to 015 363 0099	029 510 1500 to 029 510 1599	051 774 8857 to 051 774 8899	386 624 1412 to 386 883 8936 to	1599 8999
017 028 3200 to 017 028 3299	030 687 0903 to 030 687 0999	051 781 2875 to 051 781 2885	387 314 5574 to 387 837 6300 to	5599 6399
018 569 5333 to 018 569 5399	030 701 3442 to 030 701 3499	058 187 3836 to 058 187 3899	388 828 0656 to 389 696 2400 to	0699 2799
018 986 5264 to 018 986 5299	031 077 4507 to 031 077 4799	060 406 7650 to 060 406 7699	389 846 3104 to 389 846 3145 to	3135 3195
019 518 2814 to 019 518 2899	032 295 7500 to 032 295 9999	058 591 1153 to 058 591 1299	389 887 9211 to 389 887 9234 to	9230 9299
020 698 5159 to 020 698 5199	034 394 1000 to 034 394 1099	077 999 4001 to 077 999 4090	390 001 3182 to 390 001 3500 to	<b>3199</b> 3699
020 844 7307 to 020 844 7399	034 943 0400 to 034 943 0799	210 221 0548 to 210 221 0599	390 545 5974 to 391 104 6146 to	5999 6199
020 972 8948 to 020 972 8999	035 035 4337 to 035 035 4399	227 275 9400 to 227 275 9999	391 574 1466 to 391 783 3020 to	1499 3599
022 021 9110 to 022 021 9181	037 706 9578 to 037 706 9599	273 070 8059 to 273 070 8099	391 792 6100 to 392 668 2956 to	6199 2999
022 037 1411 to 022 037 1499	037 805 3677 to 037 805 3699	273 775 7700 to 273 775 7899	392 854 8500 to 393 584 7566 to	8899 7699
023 637 7169 to 023 637 7199	037 909 5490 to 037 909 5499	302 000 0000 to 302 123 9999	393 650 0074 to 393 838 8316 to	0099 8499
024 380 4100 to 024 380 4199	040 024 3901 to 040 024 3999	349 746 2056 to 350 518 7350 to	393 893 6007 to 394 126 6907 to	6099 6999
024 496 6870 to 024 496 6896	040 674 7100 to 040 674 7199	360 011 1690 to 360 168 6008 to	394 189 0405 to 394 822 3243 to	0599 3278
025 092 0987 to 025 092 0999	040 688 8816 to 040 688 8899	360 173 8800 to 360 324 2326 to	394 990 1810 to 395 343 3264 to	1899 3299
025 369 5535 to 025 369 5599	041 299 6752 to 041 299 6799	362 861 3064 to 373 006 2176 to	395 373 3035 to 395 396 9649 to	3099 9799
025 729 1151 to 025 729 1199	041 623 8889 to 041 623 8899	374 768 2600 to 375 169 4400 to	395 970 3240 to 397 622 4054 to	3299 4099
025 729 1643 to 025 729 1799	041 803 6565 to 041 803 6599	375 829 3400 to 375 851 9100 to	397 819 8902 to	8999

398 149 7200 to 7699	417 387 6532 to 6599	435 666 6092 to 6399	458 057 2712 to 2999
399 070 0872 to 0899	417 496 6800 to 6999	436 082 6400 to 6899	458 069 9537 to 9599
399 156 7119 to 7199	417 871 9250 to 9299	436 160 6441 to 6499	458 069 9665 to 9699
399 203 5064 to 5099	417 930 9533 to 9599	437 316 7115 to 7199	458 337 5222 to 5299
399 296 9910 to 9999	418 164 6500 to 6799	437 427 0500 to 3499	458 354 7653 to 7999
399 396 8935 to 8999	418 423 9863 to 9899	439 179 2300 to 2399	458 671 8678 to 8699
399 792 7775 to 7799	418 633 5922 to 5999	439 310 0458 to 0499	458 671 8721 to 8798
399 792 8300 to 8399	418 719 8520 to 8599	<b>440 698 1947 to 1999</b>	458 847 5044 to 5999
<b>400 427 1051 to 1999</b>	418 744 2235 to 2299	440 858 6300 to 6399	459 274 7624 to 7699
401 045 1505 to 1549	418 962 2848 to 2899	440 858 6420 to 7299	459 365 5432 to 5499
401 045 1571 to 1599	419 543 0286 to 0299	441 199 1655 to 1699	459 378 5764 to 5799
401 294 2700 to 2799	419 730 0300 to 0399	443 127 3648 to 3699	459 472 4816 to 4999
401 310 9505 to 9599	<b>420 277 0015 to 0049</b>	443 127 4000 to 4099	<b>460 349 6878 to 6899</b>
401 382 5312 to 5399	420 599 0734 to 0798	443 673 7900 to 7999	460 550 1909 to 1999
402 578 7876 to 7899	420 661 4115 to 4199	443 800 9335 to 9399	460 997 5234 to 5299
403 125 6744 to 6799	420 758 9500 to 9699	444 382 8822 to 8899	461 973 6443 to 6499
403 260 7000 to 7499	420 969 3951 to 3971	444 390 1667 to 1699	462 152 0107 to 0299
403 280 6470 to 6499	420 969 3973 to 3999	444 457 3854 to 3899	462 274 1072 to 1099
403 685 8600 to 8699	421 116 3565 to 3599	<b>450 048 4173 to 4199</b>	462 277 8373 to 8399
404 003 0300 to 0399	421 130 9300 to 9399	450 048 4442 to 4699	462 554 6051 to 6099
404 041 8838 to 8899	421 313 4500 to 4999	450 560 5173 to 5199	463 011 5529 to 5540
404 071 4268 to 4299	421 364 5537 to 5599	450 620 3077 to 3099	463 176 4115 to 4199
404 347 5356 to 5399	421 656 2609 to 2699	450 620 3135 to 3199	463 176 4229 to 4299
404 347 5548 to 5599	421 988 9700 to 9799	450 780 2716 to 2799	463 185 2600 to 2799
404 726 4500 to 4599	422 172 4667 to 4699	450 801 2700 to 2799	463 227 7711 to 7799
404 961 5001 to 5199	422 484 4212 to 4299	451 109 2967 to 2984	463 414 4869 to 4899
405 325 0188 to 0198	422 556 1270 to 1299	451 115 4110 to 4125	463 808 3484 to 3499
406 009 4587 to 4599	422 587 7024 to 7099	451 115 4127 to 4199	463 945 7400 to 7899
406 260 6830 to 6899	422 819 7533 to 7599	451 746 0700 to 0799	464 629 9000 to 9399
406 459 6641 to 6999	422 842 5073 to 5087	452 265 0074 to 0099	464 711 4332 to 4399
406 733 3000 to 3999	422 907 7563 to 7599	452 265 0246 to 0299	465 692 3963 to 3999
407 545 1557 to 1599	424 500 6050 to 6099	452 265 0335 to 0999	465 698 8300 to 8599
407 594 0412 to 0599	424 641 8500 to 8599	452 509 1169 to 1199	465 743 7745 to 7799
407 692 9100 to 9299	424 871 6600 to 6699	452 855 6471 to 6499	466 798 6056 to 6067
407 959 2190 to 2199	425 298 2352 to 2399	452 890 4679 to 4799	467 147 4300 to 4399
408 265 2275 to 2288	425 418 4269 to 4299	452 900 8215 to 8238	468 079 5782 to 5799
408 499 7700 to 7799	425 418 4405 to 4499	453 117 9146 to 9199	469 067 2817 to 2899
408 499 7900 to 7999	426 547 4566 to 4599	453 334 3631 to 3699	469 127 8000 to 8199
408 682 8484 to 8599	427 412 6337 to 6499	453 603 7841 to 7891	469 213 0359 to 0399
408 698 7015 to 7099	427 481 0900 to 0999	453 650 1140 to 1199	469 213 0500 to 0599
409 072 3941 to 3999	428 027 2742 to 2752	453 741 1300 to 1399	469 561 8011 to 8099
<b>410 491 2311 to 2399</b>	429 474 4172 to 4199	454 013 2919 to 2999	469 658 1961 to 1999
410 694 8400 to 8599	429 889 2900 to 2999	454 186 2411 to 2499	469 666 9900 to 9999
410 775 1500 to 1599	<b>430 150 4401 to 4599</b>	454 268 4883 to 4899	469 678 1900 to 1999
410 795 7927 to 7999	430 172 9800 to 9899	454 302 5400 to 5499	469 781 4900 to 4999
410 867 0917 to 0966	430 177 1900 to 2099	454 490 8300 to 8399	469 947 6960 to 6999
410 867 0970 to 0999	430 444 9500 to 9699	454 547 7434 to 7499	<b>470 755 5800 to 5818</b>
411 868 1023 to 1199	430 664 4070 to 4099	454 922 4867 to 4895	471 918 0300 to 0999
411 922 2322 to 2399	432 168 8419 to 8499	455 221 1348 to 1499	471 985 2408 to 2419
412 193 0900 to 0999	432 708 6800 to 6999	455 364 2147 to 2199	472 191 6700 to 6799
412 395 8599 to 8699	432 744 1544 to 1599	455 399 5400 to 5499	472 270 2555 to 2599
412 485 6500 to 6599	432 995 9775 to 9799	455 476 0676 to 0699	472 987 0213 to 0241
412 485 6610 to 6699	433 003 5800 to 5899	455 543 0618 to 0699	472 987 0290 to 0299
412 885 5953 to 5999	433 757 3047 to 3099	456 410 9006 to 9099	473 151 2069 to 2199
414 193 3608 to 3674	433 765 4003 to 4099	456 470 4146 to 4299	473 666 9138 to 9199
414 193 3677 to 3699	434 482 7060 to 7199	456 619 4460 to 4499	473 952 3429 to 3499
414 411 7348 to 7399	434 513 2386 to 2399	457 333 2686 to 2699	474 108 5402 to 5499
414 640 0757 to 0799	434 968 3076 to 3092	457 729 1767 to 1777	474 356 5193 to 5299
414 965 1727 to 1799	435 303 1831 to 1842	457 937 8615 to 8699	474 949 3366 to 3399
417 302 8104 to 8199	435 303 1986 to 1999	458 028 9810 to 9899	475 134 9362 to 9399

475 167 9667 to	9699	<b>490 669 5850 to</b>	<b>6099</b>	609 067 5488 to	5499	629 964 4200 to	4294
475 319 3415 to	3499	490 717 7080 to	7099	609 067 5600 to	5699	<b>630 389 3056 to</b>	<b>3071</b>
475 319 3649 to	3799	490 721 6000 to	6099	609 289 6123 to	6199	630 463 0588 to	0599
475 340 6400 to	6599	490 793 1500 to	2099	609 438 4400 to	4499	631 459 9117 to	9199
475 424 8410 to	8499	490 886 8171 to	8199	609 493 1100 to	1199	631 762 9325 to	9399
475 629 9156 to	9199	490 977 9221 to	9240	609 766 8091 to	8999	632 217 4933 to	4999
475 850 6101 to	6199	491 258 8100 to	9099	609 825 4100 to	4115	632 500 0000 to	599 9999
475 875 2500 to	2599	491 567 1376 to	1399	609 884 2981 to	2999	633 110 4165 to	4199
476 169 8264 to	8299	492 254 4800 to	4899	609 893 1000 to	1099	633 110 4303 to	4499
476 189 3000 to	3499	492 283 5100 to	5199	<b>610 092 3200 to</b>	<b>3299</b>	633 438 6429 to	6599
476 331 2480 to	2499	492 610 6813 to	6899	610 582 4200 to	4299	633 588 7173 to	7182
477 289 8601 to	8699	493 394 5568 to	5599	611 879 6939 to	6999	634 725 0700 to	0799
477 681 5206 to	5299	493 470 2562 to	2599	612 291 8013 to	8099	634 803 3239 to	3299
478 010 4243 to	4268	493 473 7700 to	7799	612 751 5171 to	5199	634 807 2474 to	2499
478 010 4270 to	4291	493 716 2153 to	2199	612 751 5226 to	5299	634 827 5900 to	5999
478 450 5071 to	5099	494 206 2972 to	2999	612 751 6083 to	6099	634 886 3428 to	3499
478 469 7838 to	7858	494 217 3446 to	3999	612 751 6268 to	6299	635 559 3449 to	3499
478 469 7883 to	7899	494 224 0500 to	0599	612 751 6572 to	6599	636 289 6214 to	6299
479 280 9800 to	9899	495 145 0600 to	0699	612 774 2111 to	2199	636 634 8007 to	8042
479 365 9116 to	9176	496 209 7425 to	7499	612 774 2254 to	2299	637 150 1200 to	1299
479 412 9900 to	9999	496 213 8728 to	8799	612 774 2500 to	2599	637 562 5828 to	5899
479 667 6190 to	6199	496 474 5226 to	5248	614 469 0979 to	0999	638 042 1647 to	1699
479 748 9680 to	9699	497 053 8517 to	8699	614 474 3000 to	3099	638 049 4984 to	4999
479 860 7000 to	7199	497 854 8673 to	8699	614 521 3490 to	3499	638 318 1115 to	1199
<b>480 526 2000 to</b>	<b>2099</b>	498 449 8888 to	8899	614 645 1800 to	1899	638 318 1453 to	1499
480 640 6330 to	6399	498 929 8285 to	8499	614 832 1100 to	2099	638 885 0000 to	0299
480 658 0568 to	0599	498 936 5310 to	5399	615 017 7505 to	7599	638 903 4362 to	4373
480 689 5100 to	5199	499 016 5425 to	5499	617 711 6609 to	6699	639 415 1929 to	1999
481 072 9463 to	9499	499 440 8575 to	8899	617 760 5266 to	5299	639 415 2019 to	2099
481 673 0074 to	0095	499 731 6717 to	6799	617 813 3601 to	3699	639 420 6200 to	6299
482 527 1500 to	1599	<b>500 064 1858 to</b>	<b>1869</b>	618 840 9200 to	9299	639 469 3517 to	3799
482 541 5255 to	5299	500 070 5725 to	7799	619 551 7229 to	7299	639 605 2143 to	2199
482 729 6800 to	6899	<b>600 645 3223 to</b>	<b>3299</b>	619 859 3000 to	3099	639 657 8600 to	8799
483 363 7207 to	7299	601 339 1200 to	1399	<b>620 073 9400 to</b>	<b>9499</b>	<b>640 289 7500 to</b>	<b>7599</b>
483 402 2356 to	2399	601 653 5884 to	5899	621 614 7907 to	7930	640 289 7700 to	7999
483 486 5100 to	5199	601 661 7700 to	7799	621 614 7932 to	7999	641 170 4420 to	4499
483 632 1521 to	1599	601 682 5343 to	5399	621 648 8021 to	8199	641 318 3133 to	3199
483 632 2600 to	2799	601 928 1600 to	1699	621 648 8500 to	8599	641 378 6500 to	6999
483 849 1615 to	1699	602 512 2972 to	2999	621 904 8351 to	8599	641 383 8739 to	8799
484 174 4803 to	5299	602 555 2400 to	2799	621 916 1978 to	1989	641 877 3187 to	3299
484 323 8900 to	9199	602 829 7061 to	7099	622 989 8032 to	8099	641 877 3310 to	3399
484 680 5000 to	5038	603 483 9572 to	9599	623 076 9300 to	9399	642 355 8094 to	8199
484 680 5040 to	5074	603 490 7200 to	7299	623 819 5006 to	5099	642 355 8308 to	8999
484 680 5077 to	5099	603 678 7100 to	7199	623 895 8200 to	8399	642 900 0018 to	0099
485 029 4913 to	4999	603 678 7662 to	7699	623 917 0000 to	0099	643 030 6254 to	6299
486 176 0600 to	0699	603 678 7902 to	7999	623 917 0200 to	0299	644 066 0882 to	0899
486 559 7555 to	7599	603 678 8418 to	8499	624 468 5288 to	5299	644 069 0600 to	0699
486 696 3023 to	3199	603 678 8700 to	9999	624 665 3162 to	3198	644 077 7506 to	7699
488 173 7900 to	7999	604 086 0880 to	0899	625 088 6735 to	6799	644 085 8157 to	8199
488 206 4100 to	4199	604 349 1414 to	1499	625 916 9500 to	9799	644 112 9839 to	9899
488 226 0200 to	0299	604 503 7776 to	7799	625 968 8956 to	8999	644 373 9083 to	9099
488 709 3906 to	3999	605 520 9037 to	9099	627 005 3938 to	3999	644 380 1460 to	1499
488 855 8359 to	8399	605 685 4010 to	4099	627 384 3907 to	4099	644 733 4715 to	4799
489 181 8963 to	8999	605 988 6467 to	6499	627 496 7549 to	7599	644 900 9712 to	9799
489 223 2000 to	2099	607 689 7951 to	7960	627 708 3605 to	3699	644 901 0109 to	1299
489 311 1930 to	1999	607 728 1276 to	1299	627 776 2500 to	2599	644 901 1325 to	1399
489 318 6200 to	6300	608 727 7100 to	7199	628 226 3100 to	3199	644 923 6800 to	7799
489 384 0027 to	0099	608 727 7273 to	7599	628 814 4702 to	4799	644 932 4655 to	4699
489 427 0658 to	0899	608 813 9950 to	9999	628 851 9689 to	9699	645 318 7240 to	7499
489 997 5252 to	5299	609 067 5325 to	5399	629 510 7200 to	7299	645 333 1766 to	1799

645 790 8632 to	8699	662 553 0774 to	0799	686 644 5879 to	5899	702 195 5109 to	5199
645 821 0657 to	0699	663 078 7034 to	7099	686 899 1371 to	1399	702 254 9300 to	9399
645 930 7948 to	7999	663 763 5300 to	5399	686 931 7636 to	7699	702 264 7569 to	7599
645 975 0737 to	0762	663 883 7039 to	7499	687 601 0973 to	0999	702 713 1800 to	1809
646 242 6200 to	6299	663 938 9200 to	9299	687 614 6774 to	6799	702 821 5730 to	5799
646 270 7639 to	7799	664 253 8000 to	8499	688 120 9000 to	9999	702 821 5805 to	5899
646 798 4000 to	4999	664 656 3055 to	3099	688 314 3107 to	3191	702 846 6331 to	6399
647 048 7035 to	7099	665 174 6400 to	6499	688 314 3107 to	3191	702 846 6331 to	6399
647 049 2900 to	2999	665 274 8208 to	8299	<b>690 291 1361 to</b>	<b>1371</b>	702 848 3900 to	3999
647 398 8300 to	8399	665 669 5400 to	5499	690 788 2877 to	2899	702 857 7302 to	7499
647 398 8481 to	8499	666 132 8226 to	8299	690 893 5344 to	5399	702 878 0114 to	0199
647 437 3000 to	4999	666 696 2209 to	2299	690 893 5512 to	5599	<b>740 002 7710 to</b>	<b>7719</b>
647 811 2188 to	2199	666 696 2309 to	2399	690 904 1300 to	1599	740 241 9049 to	9099
648 009 6057 to	6099	667 032 9300 to	9399	690 941 6000 to	6199	740 255 1718 to	1799
648 163 5300 to	5499	667 729 5529 to	5599	691 313 6383 to	6399	740 470 2420 to	2443
648 722 5283 to	5299	667 729 5529 to	5599	691 313 6600 to	6699	740 523 7432 to	7449
648 892 3164 to	3199	668 383 8400 to	8699	691 582 8003 to	8099	740 535 1555 to	1580
649 100 3989 to	3999	<b>670 368 3400 to</b>	<b>3499</b>	691 664 1800 to	1999	740 701 6105 to	6114
649 647 0370 to	0399	670 369 7336 to	7399	691 664 2400 to	2499	740 705 9790 to	9799
649 647 0522 to	0599	670 750 7169 to	7199	692 727 9362 to	9399	740 726 6400 to	6500
649 647 5237 to	5399	671 046 6200 to	6399	692 798 1800 to	1899	740 765 3306 to	3399
649 647 9100 to	9299	671 251 5448 to	5499	693 249 0779 to	0799	<b>805 885 8411 to</b>	<b>8499</b>
649 666 7800 to	8299	671 926 5600 to	5799	693 249 0877 to	1699	806 087 1100 to	1499
<b>650 114 7707 to</b>	<b>7719</b>	672 444 2000 to	2999	693 445 0566 to	0999	806 268 9275 to	9299
650 130 3400 to	3599	672 828 3410 to	3499	693 448 8500 to	8999	806 534 3400 to	3477
650 213 0406 to	0499	673 167 5776 to	5799	693 645 9583 to	9599	807 342 3283 to	3399
650 555 1749 to	1799	675 464 3700 to	3799	693 965 4200 to	4299	808 086 7100 to	7199
650 564 1900 to	1999	675 464 4000 to	4199	695 741 2906 to	2999	808 090 3440 to	3499
650 627 4212 to	4299	676 365 5958 to	5999	695 947 8518 to	8599	808 325 5161 to	5699
650 736 2043 to	2099	676 669 1024 to	1099	696 662 8247 to	8299	808 784 8000 to	8299
650 739 1540 to	1699	677 126 6734 to	6799	697 447 8285 to	8296	<b>830 125 0672 to</b>	<b>0699</b>
651 741 4415 to	4499	677 333 9979 to	9999	698 042 4816 to	4899	830 602 5800 to	5999
651 882 2800 to	2899	677 466 1088 to	1099	698 131 2138 to	2157	830 610 3700 to	3799
652 754 6317 to	6399	678 071 4500 to	4799	698 227 0000 to	0099	830 983 3500 to	3599
653 131 4945 to	4999	678 096 7531 to	7599	<b>700 065 2570 to</b>	<b>2599</b>	830 983 3635 to	3699
653 426 3300 to	3399	679 909 2578 to	2599	700 065 4800 to	4899	831 354 1387 to	1399
653 455 4874 to	4899	<b>680 112 9565 to</b>	<b>9599</b>	700 190 3350 to	3359	831 815 8240 to	8299
654 238 0000 to	0399	680 244 0903 to	0999	700 228 6048 to	6099	832 525 3810 to	3899
654 404 3065 to	3092	680 412 6046 to	6099	700 650 0452 to	0499	833 159 1884 to	1899
654 962 2900 to	3199	680 761 6800 to	6899	700 666 1323 to	1349	833 456 2567 to	2599
655 103 5081 to	5199	681 677 0540 to	0699	700 786 9106 to	9142	833 566 3015 to	3071
655 523 2600 to	2999	682 070 1029 to	1099	700 859 0744 to	0758	834 130 5200 to	5299
656 305 2448 to	2499	682 956 6280 to	6299	701 028 6780 to	6899	834 316 5444 to	5499
657 347 4438 to	4999	682 956 6490 to	6599	701 213 3900 to	3999	834 354 8747 to	8766
657 710 8100 to	8999	682 956 6700 to	6799	701 267 2000 to	3999	834 354 8824 to	8838
657 780 0985 to	0999	682 965 1178 to	1199	701 335 7312 to	7399	835 269 5700 to	5799
658 586 1400 to	1499	682 965 1201 to	1299	701 369 2005 to	2050	835 496 7303 to	7399
658 877 8000 to	8199	683 118 2389 to	2399	701 499 2260 to	2299	835 539 5200 to	5999
658 880 8000 to	8199	683 378 2000 to	2099	701 503 2247 to	2299	835 813 3015 to	3099
659 398 7300 to	7399	683 378 2117 to	2299	701 541 2271 to	2299	837 672 8967 to	8999
659 706 8113 to	8199	683 415 1200 to	1499	701 553 6557 to	6599	837 784 3282 to	3299
659 846 7837 to	7899	683 444 8159 to	8199	701 601 3457 to	3499	838 176 8377 to	8399
<b>660 510 4100 to</b>	<b>4199</b>	685 154 7780 to	7789	701 605 5913 to	5999	838 518 1257 to	1299
660 673 0400 to	0599	685 297 7645 to	7699	701 695 3982 to	3999	839 718 8257 to	8299
661 488 5000 to	5099	685 623 5264 to	5299	701 695 4148 to	4199	<b>840 323 0600 to</b>	<b>0699</b>
661 609 9100 to	9199	685 650 9487 to	9499	701 695 4227 to	4299	840 875 6235 to	6299
661 716 9420 to	9499	685 669 4200 to	4299	701 708 1741 to	1799	840 910 0900 to	0999
661 906 6522 to	6599	685 757 8452 to	8499	701 736 3966 to	3999	841 349 5000 to	5099
662 021 8332 to	8399	686 071 2694 to	2799	701 838 2800 to	2899	841 805 7747 to	7899
662 068 0700 to	0899	686 176 3333 to	3354	701 941 0600 to	0699	841 805 7944 to	8099
		686 372 3200 to	3299	702 171 1603 to	1699	842 226 0685 to	0695

842 685 4600 to 4699	858 756 3111 to 3299	870 589 0485 to 0494	910 265 1100 to 1199
842 685 4742 to 4999	859 063 8200 to 8699	870 691 7060 to 7099	910 471 7273 to 7299
842 860 0300 to 0399	859 190 0600 to 0644	872 100 0445 to 0459	910 536 2505 to 2599
842 898 5582 to 5599	859 437 5538 to 5599	<b>900 556 4178 to 4199</b>	910 958 7499 to 7599
843 062 7100 to 7199	859 811 2888 to 2899	900 845 0044 to 0099	911 140 1000 to 2199
843 077 6288 to 6299	859 855 8873 to 8999	900 936 0217 to 0299	911 245 2545 to 2599
843 077 6378 to 6399	<b>860 240 8520 to 8599</b>	900 936 0435 to 0499	911 268 9077 to 9099
843 758 5769 to 5778	860 275 3900 to 3999	901 058 5255 to 5280	911 400 8948 to 8999
843 786 2554 to 2699	860 518 9629 to 9699	901 273 1082 to 1099	911 508 1620 to 1799
845 656 8165 to 8199	860 600 0021 to 0999	901 287 5143 to 5199	911 509 9310 to 9399
845 727 2100 to 2199	861 158 2350 to 2599	901 291 2789 to 2799	911 523 3000 to 3999
845 746 2618 to 2635	861 367 5400 to 5499	901 525 7122 to 7199	912 057 9922 to 9999
846 390 7531 to 7599	861 637 6010 to 6099	902 198 9769 to 9799	912 629 5728 to 6899
846 918 0572 to 0599	861 979 7292 to 7499	902 948 1269 to 1299	912 882 0563 to 0899
847 237 7690 to 7699	862 216 6100 to 6199	902 985 0833 to 0899	913 605 2218 to 2299
847 284 2481 to 2499	862 263 9213 to 9299	903 370 6934 to 6999	913 709 2429 to 2499
847 374 7055 to 7065	862 271 0800 to 0999	904 600 6523 to 6599	913 818 3501 to 3999
847 374 7055 to 7065	862 271 5000 to 5099	904 892 0378 to 0399	914 063 4300 to 4399
847 636 5304 to 5399	863 871 5138 to 5199	904 892 0648 to 1299	914 346 7621 to 7644
847 700 5447 to 5499	863 949 5300 to 5399	905 056 2216 to 2299	914 529 6185 to 6299
847 723 7500 to 7599	864 088 8200 to 8299	905 510 6647 to 6799	915 546 6822 to 6999
849 485 3427 to 3499	864 426 3972 to 3999	905 510 6900 to 7099	915 671 3963 to 3980
849 520 9850 to 9899	864 520 6117 to 6136	905 794 0000 to 0199	915 671 3982 to 3999
849 608 1357 to 1399	865 151 0526 to 0599	905 794 0288 to 0299	915 675 2217 to 2299
849 792 2600 to 2699	865 500 4034 to 4099	905 873 6900 to 6999	916 440 3377 to 3399
<b>850 546 1862 to 1899</b>	865 883 6082 to 6099	905 873 7100 to 7299	916 670 6352 to 6399
851 143 6826 to 6844	866 004 3000 to 3999	905 880 8900 to 8999	916 682 5300 to 5399
851 209 9880 to 9899	866 442 4100 to 4899	905 889 7100 to 7199	916 694 1414 to 1499
851 928 9221 to 9299	867 366 9108 to 9118	906 158 1508 to 1599	916 703 0802 to 0821
852 589 6560 to 6599	867 633 7403 to 7499	906 558 8812 to 8899	917 089 0709 to 0799
853 049 3646 to 3699	867 737 5623 to 5699	906 982 2214 to 2299	917 089 0842 to 0899
854 304 4089 to 4999	868 169 4529 to 4599	907 725 8500 to 8599	917 370 6300 to 6499
854 529 2200 to 2299	868 173 8400 to 8599	907 815 0216 to 0257	917 486 4900 to 4999
854 532 0000 to 2999	868 514 9000 to 9099	908 622 4225 to 4235	918 460 0602 to 0699
855 001 6204 to 6249	868 566 9200 to 9299	908 936 9254 to 9299	918 951 7231 to 7299
855 319 9364 to 9399	869 387 1150 to 1199	909 100 1787 to 1799	919 519 2786 to 2799
855 361 3390 to 3399	869 505 3500 to 3599	909 100 1900 to 2099	919 536 0770 to 0799
856 226 0490 to 0499	869 523 7033 to 7099	909 355 0422 to 0499	919 915 2774 to 2787
856 656 5800 to 5999	869 800 0000 to 999 9999	909 568 8900 to 9099	<b>920 309 9039 to 9199</b>
856 752 0200 to 0299	<b>870 054 4814 to 4899</b>	909 568 9300 to 9499	920 857 5500 to 5899
857 111 1352 to 1399	870 491 4812 to 4849	909 725 7307 to 7399	920 864 3480 to 3499
857 279 3450 to 3499	870 536 5820 to 5829	909 833 0947 to 0999	921 333 7400 to 7499
857 843 4000 to 4099	870 541 7167 to 7239	<b>910 219 8631 to 8699</b>	923 032 7000 to 7399
858 124 7644 to 7699	870 575 8155 to 8999		

— Group2—Internal and External Investigations,  
Postal Inspection Service, 2-5-04

## Missing, Lost, or Stolen Canadian Money Order Forms

### Do Not Cash — Upon Receipt, Notify Local Postal Inspectors

This listing will be provided to all Postal Service™ employees responsible for accepting and cashing postal money orders. Destroy any interim notices when the numbers listed appear in the *Postal Bulletin*. The new money order serial numbers consist of the first 9 digits. The 10th digit is a check digit only.

Do not cash new style money orders **000 000 001 to 692 600 000**. Advise holders to send invalid money orders to: Canada Post Corporation, Ottawa, Canada K1A 0B1. Check for altered dollar amounts by holding money orders to the light.

<b>000 000 001 to 692 600 000</b>	702 104 368 to 4 900	709 649 804 to 9 820	719 869 731 to 9 760
<b>692 720 871 to 0 900</b>	702 128 306 to 8 400	709 733 281 to 3 580	<b>720 227 871 to 7 930</b>
692 876 955 to 7 050	702 179 891 to 9 900	<b>710 046 813 to 6 840</b>	720 227 949 to 7 960
693 290 380 to 0 400	702 260 751 to 0 850	710 358 093 to 8 166	720 368 543 to 8 570
693 290 426 to 0 450	702 410 595 to 1 050	710 358 257 to 8 270	720 392 151 to 2 570
694 063 700 to 3 897	702 660 151 to 0 540	711 021 501 to 1 510	720 556 491 to 6 640
694 063 900 to 4 000	702 723 429 to 3 450	711 049 411 to 9 560	720 558 621 to 8 650
694 550 501 to 0 530	703 004 401 to 4 820	711 408 045 to 8 090	720 575 361 to 5 570
694 595 031 to 5 050	703 083 819 to 4 020	712 003 381 to 3 650	720 590 152 to 0 179
694 595 087 to 5 300	703 432 131 to 2 230	712 104 220 to 4 230	721 638 331 to 9 170
694 698 551 to 8 650	703 626 061 to 6 090	712 327 861 to 7 890	721 815 391 to 5 420
694 745 458 to 5 600	703 863 121 to 3 240	712 327 952 to 7 980	721 969 713 to 9 740
695 105 313 to 5 350	703 863 477 to 3 540	712 647 061 to 7 090	722 072 137 to 2 160
695 142 809 to 3 050	703 867 801 to 7 980	713 284 171 to 4 260	722 378 265 to 8 280
695 144 666 to 4 700	704 030 628 to 0 640	713 292 871 to 2 990	722 413 990 to 4 004
695 272 601 to 2 750	704 154 024 to 4 120	714 035 101 to 5 160	722 764 948 to 4 980
695 277 576 to 7 650	704 227 561 to 7 829	714 155 011 to 5 400	722 825 840 to 5 889
695 530 761 to 0 800	704 227 831 to 8 069	714 328 231 to 8 440	723 153 841 to 3 850
696 487 701 to 7 800	704 228 071 to 8 100	714 442 952 to 2 980	723 237 616 to 7 630
696 784 101 to 4 550	704 420 344 to 0 490	714 562 843 to 2 860	723 331 081 to 1 110
696 870 601 to 0 650	704 568 751 to 8 990	714 590 391 to 0 430	723 496 443 to 6 470
697 047 501 to 7 600	704 965 301 to 5 770	714 609 811 to 9 930	723 967 291 to 7 320
697 052 101 to 2 350	705 116 780 to 6 790	714 609 961 to 9 990	724 655 196 to 5 340
697 217 251 to 7 400	705 280 801 to 0 980	714 807 181 to 7 240	724 711 441 to 1 500
697 249 952 to 50 050	705 475 651 to 6 040	714 871 321 to 1 500	724 711 538 to 1 560
697 414 886 to 4 900	705 566 127 to 6 280	714 928 529 to 8 590	724 793 221 to 3 250
697 469 606 to 9 700	705 740 581 to 0 730	715 128 183 to 8 330	724 908 109 to 8 120
697 850 401 to 0 750	705 782 796 to 2 820	715 144 171 to 4 470	724 937 461 to 7 670
698 098 446 to 8 550	705 822 271 to 2 480	715 197 211 to 7 570	725 163 118 to 3 151
698 300 251 to 0 300	706 180 148 to 0 290	715 595 910 to 6 180	725 202 735 to 2 750
698 504 383 to 4 650	706 184 041 to 4 220	715 941 781 to 1 810	725 398 591 to 8 800
698 533 927 to 4 200	706 357 861 to 8 190	715 962 421 to 2 480	725 464 591 to 4 920
698 562 268 to 2 400	706 382 419 to 2 430	716 477 396 to 7 430	725 475 321 to 5 330
699 090 686 to 0 750	706 628 735 to 8 820	716 556 635 to 6 660	725 711 057 to 1 070
699 752 699 to 2 850	706 638 211 to 8 420	717 083 841 to 3 960	725 738 581 to 8 730
<b>700 068 473 to 8 500</b>	706 817 959 to 8 000	717 191 648 to 1 690	725 981 311 to 1 430
700 161 501 to 1 650	707 034 391 to 4 450	717 193 161 to 3 490	725 987 835 to 7 880
700 202 522 to 2 700	707 292 636 to 2 660	717 228 591 to 8 680	726 060 811 to 0 900
700 290 275 to 0 300	707 441 401 to 1 687	717 333 902 to 3 950	726 391 970 to 2 520
700 465 730 to 5 750	707 441 836 to 1 940	717 739 745 to 9 910	726 484 771 to 4 800
700 561 444 to 1 550	707 958 541 to 8 570	717 884 991 to 5 050	726 493 351 to 5 300
701 423 101 to 3 150	707 960 107 to 0 160	718 026 171 to 6 290	726 504 031 to 4 063
701 625 469 to 5 550	708 059 941 to 60 000	718 466 370 to 6 420	726 504 070 to 4 090
701 643 829 to 3 850	708 115 830 to 5 860	718 568 451 to 8 479	726 504 331 to 4 390
701 945 451 to 5 500	708 116 251 to 6 310	718 590 741 to 0 770	726 563 701 to 4 060
702 033 701 to 4 050	708 138 301 to 8 480	718 714 210 to 4 370	726 599 371 to 9 460
702 051 501 to 1 750	709 222 591 to 2 920	718 795 881 to 6 000	726 626 356 to 6 370
702 053 601 to 3 800	709 243 479 to 3 500	718 961 721 to 1 780	727 182 271 to 2 510
	709 411 171 to 1 320	718 982 001 to 2 300	727 416 181 to 6 240

727 481 431	to	1 460	735 783 961	to	3 990	744 234 751	to	4 780	756 371 565	to	1 580
727 749 241	to	9 780	735 803 401	to	3 430	744 499 591	to	9 680	756 876 031	to	6 120
728 382 331	to	2 480	736 005 420	to	5 440	744 626 901	to	6 910	756 876 151	to	6 240
728 702 338	to	2 400	736 366 021	to	6 110	745 388 794	to	8 910	756 970 129	to	0 140
728 915 371	to	5 850	736 624 456	to	4 500	746 446 806	to	6 820	757 059 613	to	9 630
728 953 141	to	3 410	736 670 851	to	1 060	746 818 351	to	8 410	757 078 540	to	8 560
728 954 280	to	4 310	736 767 061	to	7 090	747 245 266	to	5 280	757 086 209	to	6 240
729 169 081	to	9 140	736 767 093	to	7 120	747 364 813	to	4 830	757 240 591	to	0 650
729 363 841	to	3 870	736 982 191	to	2 370	747 501 434	to	1 450	757 277 371	to	7 700
729 682 891	to	3 190	736 982 551	to	2 730	747 739 891	to	0 070	757 291 591	to	2 730
729 838 940	to	9 070	737 110 141	to	0 170	748 148 649	to	8 760	757 964 251	to	4 280
729 839 101	to	9 130	737 185 501	to	5 710	748 259 960	to	9 970	758 067 001	to	7 090
<b>730 077 683</b>	<b>to</b>	<b>7 840</b>	737 317 321	to	7 350	748 565 162	to	5 280	758 105 221	to	5 250
730 109 847	to	9 880	737 517 781	to	7 840	748 874 988	to	5 030	758 324 941	to	5 000
730 373 761	to	3 850	737 628 181	to	8 210	749 137 381	to	7 410	758 593 628	to	3 650
730 501 951	to	2 130	737 634 258	to	4 270	749 190 192	to	0 210	758 709 038	to	9 060
730 519 379	to	9 470	738 361 971	to	1 980	749 685 421	to	5 450	758 744 101	to	4 160
730 569 278	to	9 360	738 447 601	to	7 660	749 846 791	to	6 850	758 850 883	to	0 900
730 711 711	to	1 740	738 648 355	to	8 450	749 993 131	to	3 580	758 860 951	to	1 550
730 722 991	to	3 230	738 849 811	to	9 900	<b>750 071 587</b>	<b>to</b>	<b>1 610</b>	759 152 851	to	2 880
730 845 970	to	5 990	738 892 270	to	2 290	750 408 167	to	8 183	759 740 941	to	1 090
730 888 291	to	8 320	738 997 259	to	7 380	750 438 421	to	8 501	<b>760 004 596</b>	<b>to</b>	<b>4 610</b>
730 927 591	to	7 680	739 161 451	to	1 540	750 743 911	to	4 030	760 118 191	to	8 250
731 307 914	to	7 930	739 219 381	to	9 440	750 779 118	to	9 400	760 155 001	to	5 090
731 402 431	to	2 460	739 740 151	to	0 180	750 910 981	to	1 010	760 378 002	to	8 020
731 407 232	to	7 320	739 793 491	to	3 520	750 960 841	to	0 900	760 692 722	to	2 749
731 588 301	to	8 340	739 793 527	to	3 550	751 296 211	to	6 240	761 055 460	to	5 480
731 767 273	to	7 320	739 942 621	to	2 650	751 539 121	to	9 180	761 169 781	to	9 810
731 781 061	to	1 120	739 999 231	to	9 320	751 541 311	to	1 790	761 504 941	to	5 120
731 837 821	to	7 910	<b>740 011 517</b>	<b>to</b>	<b>1 530</b>	751 757 641	to	7 700	761 516 836	to	6 910
731 841 377	to	1 450	740 030 701	to	0 970	751 936 951	to	7 010	761 613 588	to	3 600
732 018 481	to	8 600	740 261 740	to	1 820	751 951 861	to	1 890	761 688 631	to	8 690
732 067 972	to	8 370	740 265 811	to	6 290	751 999 021	to	9 110	761 805 199	to	5 240
732 188 649	to	8 670	740 299 111	to	9 170	752 139 516	to	9 570	761 826 106	to	6 120
732 193 460	to	3 470	740 299 231	to	9 260	752 182 892	to	2 950	761 881 171	to	1 560
732 201 241	to	1 390	740 329 266	to	9 320	752 206 861	to	7 100	761 975 641	to	5 670
732 220 431	to	0 440	740 889 081	to	9 090	752 295 241	to	5 600	761 975 886	to	5 895
732 355 201	to	5 380	741 010 421	to	0 530	752 731 351	to	1 410	762 304 144	to	4 170
732 472 320	to	2 560	741 113 041	to	3 370	752 767 441	to	7 470	762 324 931	to	4 960
732 541 605	to	1 620	741 373 891	to	4 340	753 008 941	to	9 030	762 439 261	to	9 290
732 572 221	to	2 490	741 452 369	to	2 490	753 194 311	to	4 370	762 524 158	to	4 220
732 586 479	to	6 710	741 492 991	to	3 140	753 620 378	to	0 400	762 584 872	to	4 970
732 994 037	to	4 080	741 553 460	to	3 470	754 013 917	to	3 940	762 593 431	to	3 460
733 163 449	to	3 460	741 764 431	to	4 520	754 161 061	to	1 120	763 155 160	to	5 180
733 297 171	to	7 290	742 178 834	to	8 880	754 358 445	to	8 610	763 178 631	to	8 660
733 446 631	to	7 110	742 325 500	to	5 520	754 410 451	to	0 660	763 506 001	to	6 060
733 474 665	to	4 770	742 325 668	to	5 700	754 438 393	to	8 410	763 522 141	to	2 470
733 704 482	to	4 570	742 408 771	to	8 830	754 493 109	to	3 130	763 717 694	to	7 800
733 751 041	to	1 130	742 512 120	to	2 150	754 664 182	to	4 220	763 826 461	to	6 520
734 009 101	to	9 130	742 684 849	to	4 890	754 816 377	to	6 470	763 900 460	to	0 471
734 290 759	to	0 770	742 839 553	to	9 630	755 487 421	to	7 600	763 900 479	to	0 530
734 389 273	to	9 290	742 913 668	to	3 700	755 592 901	to	3 140	763 917 271	to	7 750
734 440 031	to	0 111	742 917 287	to	7 296	755 790 020	to	0 030	764 125 801	to	5 860
734 797 201	to	7 320	742 921 891	to	1 980	755 791 730	to	1 800	764 284 525	to	4 560
734 939 611	to	9 640	742 983 631	to	3 810	755 926 951	to	7 070	764 526 241	to	6 330
734 950 111	to	0 170	743 020 021	to	0 170	755 934 332	to	4 510	764 601 421	to	1 600
735 120 331	to	0 840	743 206 491	to	6 500	755 957 701	to	8 000	764 650 231	to	0 470
735 283 008	to	3 020	743 235 992	to	6 050	755 962 981	to	3 280	764 984 371	to	4 850
735 293 131	to	3 220	743 940 631	to	0 900	756 035 371	to	5 490	765 003 667	to	3 680
735 635 010	to	5 040	743 978 011	to	8 070	756 301 257	to	1 290	765 042 517	to	2 540

765 194 728	to	4 970	773 179 320	to	9 410	778 328 699	to	8 730	786 036 450	to	6 480
765 387 365	to	7 450	773 202 989	to	3 140	778 567 471	to	7 860	786 111 854	to	1 930
765 541 801	to	2 100	773 208 991	to	9 290	778 570 771	to	0 830	786 510 527	to	0 540
765 638 461	to	8 970	773 231 311	to	1 340	778 699 096	to	9 110	786 510 571	to	0 600
765 647 101	to	7 190	773 348 739	to	8 940	778 779 471	to	9 480	786 676 937	to	6 980
765 813 781	to	4 029	773 575 891	to	5 950	779 146 205	to	6 230	786 730 831	to	0 920
765 879 314	to	9 390	773 852 971	to	3 030	779 233 681	to	3 710	786 743 671	to	3 700
765 954 001	to	4 030	773 858 011	to	8 100	779 316 961	to	7 200	786 743 711	to	3 730
766 120 286	to	0 320	773 892 721	to	7 190	779 339 221	to	9 400	786 854 491	to	4 550
766 125 716	to	5 750	773 958 061	to	8 660	779 702 191	to	2 250	786 977 256	to	7 461
766 158 824	to	8 840	774 101 148	to	1 190	779 994 001	to	4 090	787 158 121	to	8 390
766 388 433	to	8 460	774 107 161	to	7 190	<b>780 103 591</b>	<b>to</b>	<b>3 650</b>	787 325 701	to	5 910
766 509 421	to	9 660	774 177 226	to	7 270	780 533 288	to	3 310	787 493 281	to	3 340
766 572 901	to	3 020	774 279 481	to	9 810	780 625 208	to	5 920	787 793 816	to	3 880
766 748 500	to	8 521	774 408 399	to	8 420	780 711 345	to	1 540	787 822 428	to	2 440
767 024 341	to	4 370	774 431 821	to	2 450	780 778 894	to	8 920	787 887 881	to	7 901
767 326 471	to	6 590	774 510 451	to	0 780	780 865 851	to	5 920	788 306 478	to	6.490
767 332 561	to	2 950	774 652 981	to	3 010	780 873 421	to	3 450	788 326 339	to	6 380
768 009 841	to	9 960	774 778 981	to	9 040	781 141 891	to	1 980	788 403 671	to	3 690
768 011 489	to	1 520	774 867 481	to	7 510	781 238 697	to	8 730	788 815 771	to	5 860
768 177 980	to	7 990	774 867 515	to	7 540	781 503 151	to	3 180	789 044 014	to	4 100
768 391 081	to	1 170	774 934 275	to	4 290	781 518 818	to	8 840	789 326 341	to	6 880
768 661 569	to	1 650	774 961 261	to	1 290	781 624 126	to	4 200	<b>790 209 421</b>	<b>to</b>	<b>9 480</b>
769 000 051	to	0 080	775 106 223	to	6 235	781 679 221	to	9 340	790 418 170	to	8 190
769 050 841	to	0 900	775 106 237	to	6 248	781 723 771	to	3 890	790 448 020	to	8 460
769 159 081	to	9 178	775 331 515	to	1 550	781 723 964	to	3 990	790 597 485	to	7 530
769 737 496	to	7 510	775 444 210	to	4 230	781 761 391	to	1 720	790 911 883	to	1 900
769 778 491	to	8 730	775 579 301	to	9 320	781 878 721	to	9 020	791 057 441	to	7 550
769 827 331	to	7 450	775 622 683	to	2 760	782 424 840	to	4 900	791 239 081	to	9 290
<b>770 216 071</b>	<b>to</b>	<b>6 100</b>	776 144 621	to	4 670	782 939 821	to	9 850	791 374 483	to	4 500
770 723 281	to	3 400	776 154 010	to	4 060	782 985 347	to	5 360	791 387 971	to	8 030
770 790 451	to	0 480	777 561 631	to	2 080	783 063 631	to	3 690	791 447 521	to	7 850
770 915 150	to	5 490	776 657 371	to	7 490	783 578 101	to	8 130	791 451 151	to	1 240
771 455 551	to	5 610	776 817 421	to	7 450	783 578 143	to	8 160	791 500 009	to	0 470
771 609 661	to	9 690	776 951 225	to	1 250	783 663 991	to	4 050	791 771 431	to	1 490
771 932 551	to	2 580	777 141 601	to	2 140	783 739 838	to	0 280	792 004 293	to	4 320
772 057 224	to	7 440	777 297 421	to	7 510	784 142 598	to	2 610	792 018 379	to	8 420
772 162 660	to	3 070	777 621 721	to	1 750	784 380 061	to	0 090	792 070 621	to	0 740
772 718 615	to	8 640	777 810 309	to	0 330	784 507 591	to	7 740	792 391 381	to	1 620
772 940 140	to	0 160	778 049 651	to	9 670	784 507 759	to	7 860	792 452 779	to	2 790
772 970 886	to	0 940	778 106 225	to	6 310	784 913 509	to	3 531	792 772 728	to	2 770
773 009 419	to	9 430	778 218 730	to	8 780	785 429 491	to	9 520	792 903 511	to	3 990
773 112 031	to	2 060	778 251 871	to	1 930	785 989 351	to	9 440	796 373 406	to	3 430
773 125 387	to	5 410	778 286 911	to	6 940						

— Group2—Internal and External Investigations,  
Postal Inspection Service, 2-5-04

## Counterfeit Canadian Money Order Forms

### Do Not Cash

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

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

— *Group2—Internal and External Investigations,  
Postal Inspection Service, 2-5-04*

## Toll-Free Number Available to Verify Canadian Money Orders

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

This toll-free number is printed on the back of the Canadian Postal Money Orders.

— *Group2—Internal and External Investigations,  
Postal Inspection Service, 2-5-04*

### Overseas Military Mail

Mail addressed to military post offices overseas is subject to certain conditions or restrictions of mailing regarding content, preparation, and handling. The APO/FPO table below outlines these conditions by APO/FPO ZIP Codes™ through the use of footnoted mailing restrictions codes (see the Restrictions page following the table).

Acceptance clerks should use the table with the integrated retail terminal (IRT) or POS ONE terminal to determine which APO/FPO ZIP Codes are active and

which conditions of mailing apply. **Acceptance clerks may contact the Military Postal Service Agency with any questions regarding APO/FPO ZIP Codes, toll free, at 800-810-6098, Monday–Friday, 0730–1630.**

For Express Mail Military Service (EMMS) availability, all acceptance clerks must refer to the local hardcopy EMMS directory.

The entries under “Changes” appear in bold in the APO/FPO table below.

### Changes

APO/FPO	Action	Effective Date	See Restrictions
APO AE 09386	Add U2	Immediately	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1
APO AE 09387	Add U2	Immediately	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1
APO AE 09388	Add U2	Immediately	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1
APO AE 09389	Add U2 Delete N	Immediately	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1
APO AE 09392	Add U2 Delete I,Z	Immediately	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z1

We have eliminated “Not Active” entries from the table below to save space and paper.

### APO/FPO Table

APO/FPO	See Restrictions						
09007	A1-B-B1-C-D-U	09081	A1-B-B1-C-D-U	09143	A1-B-B1-C-D-U	09261	A1-B-B1-C-D-U
09009	A1-B-B1-C-D-U	09086	A1-B-B1-C-D-U	09154	A1-B-B1-C-D-U	09262	A1-B-B1-C-D-U
09012	A1-B-B1-C-D-U	09089	A1-B-B1-C-D-U	09165	A1-B-B1-C-D-U	09263	A1-B-B1-C-D-U
09013	A1-B-B1-C-D-U-Z1	09090	A1-B-B1-C-D-U	09166	A1-B-B1-C-D-U	09264	A1-B-B1-C-D-U
09014	A1-B-B1-C-D-U	09094	A1-B-B1-C-D	09169	A1-B-B1-C-D-U	09265	A1-B-B1-C-D-N-U
09021	A1-B-B1-C-D-U	09095	A1-B-B1-C-D-U	09172	A1-B-B1-C-D-U	09266	A1-B-B1-C-D-U
09028	A1-B-B1-C-D-U	09096	A1-B-B1-C-D-U	09173	A1-B-B1-C-D-U	09267	A1-B-B1-C-D-U
09031	A1-B-B1-C-D-U	09098	A1-B-B1-C-D-U	09175	A1-B-B1-C-D-U	09301	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09033	A1-B-B1-C-D-U	09099	A1-B-B1-C-D-U	09177	A1-B-B1-C-D-U	09302	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1
09034	A1-B-B1-C-D-U	09100	A1-B-B1-C-D-U	09180	A1-B-B1-C-D-U	09304	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1
09036	A1-B-B1-C-D-U	09102	A1-B-B1-C-D-U	09182	A1-B-B1-C-D-U	09305	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1
09042	A1-B-B1-C-D-U	09103	A1-B-B1-D-U	09183	A1-B-B1-C-D-U	09306	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09045	A1-B-B1-C-D-U	09104	A1-B-B1-C-D-U	09185	A1-B-B1-C-D-U	09307	A1-B-B1-V-Z1
09046	A1-B-B1-C-D-U	09107	A1-B-B1-C-D-U	09186	A1-B-B1-C-D-U	09308	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09050	A1-B-B1-C-D-U	09110	A1-B-B1-C-D-U	09188	A1-B-B1-C-D-U	09309	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09053	A1-B-B1-C-D-U	09112	A1-B-B1-C-D-U	09211	A1-B-B1-C-D-U-V	09311	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09054	A1-B-B1-C-D-U	09114	A1-B-B1-C-D-U	09212	A1-B-B1-C-D-U	09315	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09056	A1-B-B1-C-D-U	09123	A1-B-B1-C-D-U	09213	A1-B-B1-C-D-U		
09058	A1-B-B1-C-D-U	09126	A1-B-B1-C-D	09214	A1-B-B1-C-D-U		
09059	A1-B-B1-C-D-U	09128	A1-B-B1-C-D-U	09225	A1-B-B1-C-D-U		
09060	A1-B-B1-C-D-U	09128	A1-B-B1-C-D-U	09226	A1-B-B1-C-D-U		
09063	A1-B-B1-C-D-L-U	09131	A1-B-B1-C-D-U	09227	A1-B-B1-C-D-U		
09067	A1-B-B1-C-D-U	09136	A1-B-B1-C-D	09229	A1-B-B1-C-D-U		
09069	A1-B-B1-C-D-U	09137	A1-B-B1-C-D-U	09237	A1-B-B1-C-D-U-V		
09074	A1-B-B1-C-D-U	09138	A1-B-B1-C-D-U	09244	A1-B-B1-C-D-U		
09076	A1-B-B1-C-D-U	09139	A1-B-B1-C-D-U	09245	A1-B-B1-C-D-U		
09080	A1-B-B1-C-D-U	09140	A1-B-B1-C-D-U	09250	A1-B-B1-C-D-U		
		09142	A1-B-B1-C-D-U	09252	A1-B-B1-C-D-U		

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09318	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09356	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09409	A1-B-B1-C-C1-U-V	09587	A1-B-V
09320	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09357	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09420	A1-B-B1-C-C1-U	09588	A1-B-V
09321	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09358	A-A1-B-B1-C1-E2-F-H1-N-R-V-Z1	09421	A1-B-B1-C-C1-U	09589	A1-B-B1-V
09322	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09359	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09447	A1-B-B1-C-C1-U-V	09590	A1-B-V
09323	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09360	A1-B-B1-V	09454	A1-B-B1-C-C1-U-V	09591	A1-B-V
09324	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09361	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09456	A1-B-B1-C-C1-U	09593	A1-B-V
09325	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09363	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09459	A1-B-B1-C-C1-U	09594	A1-B-V
09327	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09365	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09461	A1-B-B1-C-C1-U	09595	A1-B-V
09328	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09366	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09463	A1-B-B1-C-C1-U	09596	A1-B-V
09330	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09368	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09464	A1-B-B1-C-C1-U	09599	A1-B-V
09331	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09372	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09468	A1-B-B1-C-C1-U	09601	A1-B-B1-C-F-F1-U
09332	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09375	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09469	A1-B-B1-C-C1-U	09602	A1-B-B1-C-F-F1-N-U
09333	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09376	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09470	A1-B-B1-C-C1-U	09603	A1-B-B1-C-F-F1-U
09334	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09377	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09494	A1-B-B1-C-C1-U	09604	A1-B-B1-C-F-F1-U
09335	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09378	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	09496	A1-B-B1-C-C1-U-V	09609	A1-B-B1-C-C1-U-V
09336	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09379	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	09498	A1-B-B1-C-C1-U	09610	A1-B-B1-C-F-U
09337	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09383	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09499	A1-B-B1-C-C1-U	09612	A1-B-B1-C-F-U
09338	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09384	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09501	A1-B-V	09613	A1-B-B1-C-F-U-V
09339	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09385	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09502	A1-B-V	09617	A1-B-B1-C-F-U
09340	A-A1-B-B1-C1-F-R-V	<b>09386</b>	<b>A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z1</b>	09503	A1-B-V	09618	A1-B-B1-C-F-U
09342	A-A1-B-B1-C1-E2-F-H1-M-I-R-R1-V-Z1	<b>09387</b>	<b>A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z1</b>	09504	A1-B-V	09619	A1-B-B1-C-F-U
09344	A-A1-B-B1-C1-E2-F-H1-M-I-R-R1-V-Z1	<b>09388</b>	<b>A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z1</b>	09505	A1-B-V	09620	A1-B-B1-C-F-U
09346	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	<b>09389</b>	<b>A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z1</b>	09506	A1-B-V	09621	A1-B-B1-C-F-U
09347	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09390	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09507	A1-B-V	09622	A1-B-B1-C-F-U
09348	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09391	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09508	A1-B-V	09623	A1-B-B1-C-F-U
09349	A-A1-B-B1-C-C1-D-E2-F-F1-H-I-M-N-R-R1-V-Z1	<b>09392</b>	<b>A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1</b>	09509	A1-B-V	09624	A1-B-B1-C-F-U
09351	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09393	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09510	A1-B-V	09625	A1-B-B1-C-F-U
09353	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09394	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09511	A1-B-V	09626	A1-B-B1-C-F-U
09354	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09399	A-A1-B-B1-C-F-M-V-Z1	09517	A1-B-V	09627	A1-B-B1-C-F-U
09355	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1			09521	A1-B-V	09628	A1-B-B1-C-F-F1-U-V
				09524	A1-B-V	09630	A1-B-B1-C-F-U-V
				09532	A1-B-V	09631	A1-B-B1-C-F-U
				09534	A1-B-V	09636	A1-B-B1-C-F-U
				09542	A1-B-V	09642	A1-B-B1-N-U
				09543	A1-B-V	09643	A1-B-B1-U
				09545	A1-B-V	09644	A1-B-B1-U
				09549	A1-B-V	09645	A1-B-U
				09550	A1-B-V	09647	A1-B-B1-N-U
				09554	A1-B-B1-V	09648	A1-B-B1-N-U-V-Z1
				09556	A1-B-V	09649	A1-B-B1-U
				09557	A1-B-V	09701	A1-B-B1-C-V-Z1
				09564	A1-B-V	09702	A1-B-B1-C-V-Z1
				09565	A1-B-V	09703	A1-B-B1-C-F1
				09566	A1-B-V	09704	A1-B-B1-C-D-V
				09567	A1-B-V	09705	A1-B-B1-U
				09568	A1-B-V	09706	A1-B-B1-C-U-V
				09569	A1-B-V	09707	A1-B-B1-C-N-U-V
				09570	A1-B-V	09708	A1-B-B1
				09573	A1-B-V	09709	A1-B-B1-F1
				09574	A1-B-V	09710	A1-B-B1-C-C1-F1-M-R-R1-U
				09575	A1-B-V	09711	A1-B-B1-F1-Z1
				09576	A1-B-V	09713	A1-B-B1-C-F1
				09577	A1-B-V	09714	A1-B-B1-C-C1-F1-M-R-R1-U
				09578	A1-B-V	09715	A1-B-B1-F1
				09579	A1-B-V	09716	A1-B-B1-C-D-N-U-V
				09581	A1-B-V	09717	A1-B-B1-M-W
				09582	A1-B-V		
				09586	A1-B-V		

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09718	A1-B-B1-F-I-N-U-V	09834	A1-B-B1-V-Z1	34043	A1-B-B1-D-F-M-N-V-Z1	96313	A1-B-B1-F-F1-F2-M-W
09719	A1-B-B1-C-F1-V	09835	A-A1-B-B1-V-Z1			96319	A1-B-B1-M-W
09720	A1-B-B1-U-V	09836	A-A1-B-B1-C-F-M-V-Z1	34050	A1-B-V	96321	A1-B-B1-F-F1-F2-M-W
09721	A1-B-B1-N-U-V-Z1			34051	A1-B-V-Z1		
09722	A1-B-B1-C-D-N-U-V	09837	A1-B-B1-V-Z1	34053	A1-B-V-Z1	96322	A1-B-B1-F-F1-F2-M-W
09723	A1-B-B1-N-U-V-Z1	09838	A1-B-B1-V-Z1	34055	A1-B-N-V-Z1		
09724	A1-B-B1-C-C1-F1-M-R-R1-U	09839	A-A1-B-B1-U-V-Z1	34058	A1-B-B1-V-Z1	96323	A1-B-B1-M-V-W
		09841	A-A1-B-B1-U-Z1	34071	A1-B-I-M-N-V-Z	96326	A1-B-B1-M-W
09725	A1-B-B1-C	09842	A-A1-B-B1-Z1	34076	A1-B-B1-F1-N-V-Z1	96328	A1-B-B1-M-W
09726	A1-B-B1-N-U	09844	A-A1-B-B1-U-V-Z1	34078	A1-B-B1-F1-N-V-Z1	96330	A1-B-B1-M-W
09727	A1-B-B1-C-V-Z1	09852	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	34079	A1-B-B1-F1-N-V-Z1	96336	A1-B-B1-M-V-W
09728	A1-B-B1-C			34090	A1-B-V	96337	A1-B-B1-M-W
09729	A1-B-B1-N-U-V	09853	A1-B-B1-E2-F-H1-R-R1-U2-V-Z1	34091	A1-B-V	96338	A1-B-B1-M-W
09730	A1-B-B1-C-V-Z1			34092	A1-B-V	96339	A1-B-B1-M-V-W
09731	A1-B-B1-C-V-Z1	09855	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	34093	A1-B-V	96343	A1-B-B1-M-W
09732	A1-B-B1-N-V-Z1			34095	A1-B-V	96347	A1-B-B1-F-F1-F2-M-W
09733	A1-B-B1-V	09858	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	34098	A1-B-V		
09735	A1-B-B1-N-V-Z1			34099	A1-B-V	96348	A1-B-B1-F-F1-F2-M-W
09777	A-A1-B-B1-C-E1-N	09865	A-A1-B-B1-V-Z1	96201	A-A1-B		
09788	A-A1-B-B1-F-R-V	09868	A-A1-B-B1-U-V-Z1	96202	A-A1-B1-U-V	96349	A1-B-B1-F-F1-F2-M-W
09779	A-A1-B-B1-F-R-V	09871	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-X-Z1	96203	A-A1-B		
09780	A-A1-B-B1-F-R-V			96204	A-A1-B-B1	96350	A1-B-B1-F-F1-F2-M-W
09789	A-A1-B-B1-F-R-V	09880	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	96205	A-A1-B-B1-U		
09790	A-A1-B-B1-C1-F-R-V			96206	A-A1-B-B1-U	96351	A1-B-B1-F-F1-F2-M-W
09791	A-A1-B-B1-C1-E1-F-M-N-R-V	09889	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	96207	A-A1-B-B1-V		
		09890	A1-B-B1-E2-F-H1-N-R-R1-U2-V-Z1	96208	A-A1-B-B1-U	96362	A1-B-B1-F-F1-F2-M-W
09793	A-A1-B-B1-F-R-V			96212	A-A1-B-B1-U		
09797	A1-B-B1-C-D-P-V	09892	A-A1-B-B1-F-N-R-R1-V-Z1	96213	A-A1-B-B1-U	96365	A1-B-B1-M-V-W
09801	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1			96214	A-A1-B-B1-U	96367	A1-B-B1-L-M-W
		09898	A1-B-B1-E2-F-H1-R-R1-U2-V-Z1	96215	A-A1-B-B1-U-V	96368	A1-B-B1-M-W
09802	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-V-Z-Z1			96217	A-A1-B-B1-U-V	96370	A1-B-B1-F-F1-F2-M-W
09803	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	34002	A1-B-B1-N-U-Z1	96218	A-A1-B-B1-U		
		34004	A1-B-B1-D-F-M-N-V-Z1	96219	A-A1-B-B1-U-V	96372	A1-B-B1-M-W
09806	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1			96220	A-A1-B-B1-U-V	96373	A1-B-B1-M-W
		34020	A1-B-B1-M-N-V-Z1	96221	A-A1-B-B1-U-V	96374	A1-B-B1-M-W
09807	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	34021	A1-B-M-N-V-Z1	96224	A-A1-B-B1-U	96375	A1-B-B1-M-W
		34022	A1-B-B1-D-F-M-N-V-Z1	96251	A-A1-B-B1-U	96376	A1-B-B1-M-W
09808	A-A1-B-B1-C-C1-F-I-V-Z-Z1			96257	A-A1-B-B1-U	96377	A1-B-B1-M-W
		34023	A1-B-B1-M-N-V-Z1	96258	A-A1-B-B1-U	96378	A1-B-B1-M-W
09809	A1-B-B1-E2-E3-F-H1-R-R1-U1-V-Z1	34024	A1-B-B1-M-N-V-Z1	96259	A-A1-B-B1-U	96379	A1-B-B1-M-W
		34025	A1-B-B1-F-N-U-V-Z1	96260	A-A1-B-B1-U	96384	A1-B-B1-M-W
09811	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	34030	A1-B-B1-M-N-V-Z1	96264	A-A1-B-B1-U	96386	A1-B-B1-M-W
		34031	A1-B-B1-M-N-V-Z1	96266	A-A1-B-B1-U	96387	A1-B-B1-M-W
09812	A1-B-B1-E2-E3-F-F1-I-N-R-U-V-Z-Z1	34032	A1-B-M-N-V-Z1	96267	A-A1-B-B1-U-V	96388	A1-B-B1-M-W
		34033	A1-B-C-F-M-N-V-Z1	96269	A-A1-B-B1-U	96401	A1-B-B1-F-N-V-Z1
09814	A1-B-B1-E2-E3-F-F1-I-N-R-U-V-Z-Z1	34034	A1-B-B1-M-N-V-Z1	96271	A-A1-B-B1-U	96426	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1
		34035	A1-B-B1-M-N-V-Z1	96275	A-A1-B-B1-V		
09819	A-A1-B-F-P-V-Z1	34036	A1-B-B1-H-M-N-V-Z1	96276	A-A1-B-B1	96427	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1
		34037	A1-B-M-N-V-Z1	96278	A-A1-B-B1-U		
09821	A-A1-B-F-V-Z1			96283	A-A1-B-B1-U	96490	A1-B-B1-V
09822	A-A1-B-F-V-Z1	34038	A1-B-B1-M-N-V-Z1	96284	A-A1-B-B1-U-V	96507	A-A1-B-F-V
09823	A-A1-B-F-V-Z1	34039	A1-B-N-V-Z1	96297	A-A1-B-B1-U	96511	A1-B-B1-I-N-V
09824	A-A1-B-F-V-Z1	34040	A1-B-V-Z1	96306	A1-B-B1-F-F1-F2-M-W	96515	A1-B-B1-F
09827	A-A1-B-F-Z1	34041	A1-B-B1-M-N-U-V-Z1			96517	A1-B-B1-F-U3-V
09828	A1-B-N-V-Z1	34042	A1-B-B1-D-F-M-N-V-Z1	96309	A1-B-B1-M-V-W	96518	A1-B-B1-V
09830	A1-B-B1-C-N-V-Z1			96310	A1-B-B1-M-W	96520	A1-B-F-U3-V
09831	A1-B-B1-F-N-U-V-Z1			96311	A1-B-B1-M-W		
09832	A-B-B1-U1-V-Z1						
09833	A1-B-B1-U1-V-Z1						

<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>
96521	A1-B-F-N	96554	A-A1-B-B1-H-M-U	96614	A-A1-B-B1-C1-E2-F-	96665	A1-B-V
96522	A1-B-F-N-U	96555	A1-B-B1-F-M-V		H1-I-M-R-R1-U2-V-Z-	96666	A1-B-V
96530	A-A1-B-B1-H-M-N-U- V	96557	A1-B-B1-F-M-V		Z1	96667	A1-B-V
96531	A1-B-B1-H-M-U-V	96595	A1-B-B1-V	96615	A1-B-V	96668	A1-B-V
96534	A-A1-B-F	96598	A1-B-B1-V	96617	A1-B-V	96669	A1-B-V
96535	A-A1-B-B1-F-V	96599	A1-B-B1-V	96619	A1-B-V	96670	A1-B-V
96536	A1-B-B1-V	96601	A1-B-V	96620	A1-B-V	96671	A1-B-V
96537	A1-B-B1-V	96602	A1-B-V	96621	A1-B-V	96672	A1-B-V
96538	A1-B-B1-V	96603	A1-B-V	96622	A1-B-V	96673	A1-B-V
96540	A1-B-B1-V	96604	A1-B-V	96623	A1-B-V	96674	A1-B-V
96541	A1-B-B1-V	96605	A1-B-O-V	96624	A1-B-V	96675	A1-B-V
96542	A1-B-B1-V	96606	A1-B-V	96628	A1-B-V	96677	A1-B-V
96543	A1-B-B1-P-V	96607	A1-B-V	96629	A1-B-V	96678	A1-B-V
96544	A1-B-F-U3-V	96608	A1-B-V	96634	A1-B-V	96679	A1-B-V
96546	A1-B-F-U3	96609	A1-B-V	96635	A1-B-V	96681	A1-B-V
96548	A-A1-B-B1-H-M-U	96610	A1-B-V	96643	A1-B-V	96682	A1-B-V
96549	A-A1-B-B1-H-M-U	96611	A1-B-V	96657	A1-B-V	96683	A1-B-V
96551	A-A1-B-B1-H-M-U	96612	A1-B-V	96660	A1-B-V	96684	A1-B-V
96553	A-A1-B-B1-H-M-N-U- V	96613	A-A1-B-B1-C1-E2-F- H1-I-M-R-R1-U2-V-Z- Z1	96661	A1-B-V	96686	A1-B-V
				96662	A1-B-V	96687	A1-B-V
				96663	A1-B-V	96698	A1-B-V
				96664	A1-B-V		

**RESTRICTIONS**

**LEGEND**

PS Form 2976, *Customs - CN 22 (Old C 1) and Sender's Declaration* (green label)

PS Form 2976-A, *Customs Declaration and Dispatch Note*

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

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

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

A1. Mail addressed to "Any Servicemember," or similar wording such as "Any Soldier," "Sailor," "Airman," or "Marine"; "Military Mail"; etc., is prohibited. Mail must be addressed to an individual or job title such as "Commander," "Commanding Officer," etc.

B. PS Form 2976-A is required for all mail weighing 16 ounces or more, with exceptions noted below. In addition, mailers must properly complete required customs documentation when mailing any potentially dutiable mail addressed to an APO or FPO regardless of weight. The following are exceptions to the requirement for customs documentation on nondutiable mail that weighs 16 ounces or more:

- Known mailers are exempt from providing customs documentation on non-dutiable letters, and printed matter weighing 16 ounces or more. (A known mailer is anyone who legally applies a permit imprint to a mailpiece. Mail with meter postage is not considered to be from a known mailer.)
- All federal, state, and local government agencies are exempt from providing customs documentation on mail addressed to an APO or FPO, except for those APOs/FPOs to which restriction B2 applies.
- Prepaid mail from military contractors is exempt, providing the mailpiece is endorsed "Contents for Official Use — Exempt from Customs Requirements."

B1. PS Form 2976 or 2976-A is required. Articles are liable for customs duty and/or purchase tax unless they are bona fide gifts intended for use by military personnel or their dependents. When the contents of a parcel meet these requirements, the mailer must endorse the customs form, "Certified to be a bona fide gift, personal effects, or items for personal use of military personnel and dependents," under the heading, Description of Contents. **Exceptions:** All other exceptions listed in restriction B above are applicable to this restriction.

B2. All federal, state, and local government agencies must complete customs documentation when sending mail addressed to or from this APO or FPO weighing 16 ounces or more.

C. Cigarettes and other tobacco products are prohibited.

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

D. Coffee is prohibited.

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

E2. Any matter depicting nude or seminude persons, pornographic or sexual items, or nonauthorized political materials is prohibited. Although religious materials contrary to the Islamic faith are prohibited in bulk quantities, items for the personal use of the addressee are permissible.

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

F. Firearms of any type are prohibited in all classes of mail. See definitions of firearms in DMM C024.1.1C. This restriction does not apply to firearms mailed to or by official U.S. government agencies. The restriction for mail to this APO/FPO ZIP Code does not apply to firearms mailed from this APO/FPO ZIP Code, provided ATF and USPS regulations are met. Antique firearms are a separate category defined in DMM C024.2.0 and ATF regulations; they do not require an ATF form.

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

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

G. Only First-Class Mail letters, Periodicals, and Standard Mail items are authorized.

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

H1. Pork or pork by-products are prohibited.

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

Length	
42" .....	72" length and girth combined
over 42" to 44" .....	24" girth
over 44" to 46" .....	20" girth
over 46" to 48" .....	16" girth
Maximum length	48"

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

I1. This restriction does not apply to registered mail.

I2. This restriction does not apply to official government mail marked MOM.

J. Parcels may not exceed 108 inches in length and girth combined.

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

L. All official mail is prohibited.

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

N. Registered mail is prohibited.

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

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

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

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

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

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

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

U1. Mail is limited to First-Class Mail weighing 13 ounces or less when addressed to Box R. This restriction does not apply to mail endorsed "Free Matter for the Blind or Handicapped." Videotapes are prohibited when addressed to Box R, regardless of weight.

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

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

V. Express Mail Military Service (EMMS) not available from any origin.

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

X. Personal mail is limited to First-Class Mail items (to include audio cassettes and voice tapes) weighing 13 ounces or less. This limitation does not apply to official mail.

Y. Mail is limited to First-Class and Priority Mail items only. All Periodicals, Standard Mail items, and Package Services items (including SAM and PAL) are not authorized. This restriction also applies to official mail.

Z. No outside pieces (OSPs).

Z1. The following restriction is applicable only to International Service Centers (ISC)/Exchange Offices. An Anti-Pilferage Seal (Item No O817E or O818A) is required on all pouches and sacks.

## 2004 STAMPS AND POSTAL STATIONERY

This schedule is subject to change.

Updated Announcement 04-B (February 2004)

This is a periodic announcement of new stamps and postal stationery items being issued during the calendar year. For additional information on stamps and stamp products visit our Postal Store Web site at [www.usps.com](http://www.usps.com).

NOTE	ISSUE	FIRST DAY OF ISSUE	FIRST DAY CITY/STATE	FORMAT	DEADLINE
	37¢ Pacific Coral Reef (Nature of America; 10 designs)	Jan 2	Honolulu, HI 96820	PSA pane of 10 w/selvage	Feb 1
	37¢ Year of the Monkey (Lunar New Year)	Jan 13	San Francisco, CA 94188	PSA pane of 20	Feb 12
P	37¢ Love: Candy Hearts	Jan 14	Boston, MA 02205	PSA convertible book of 20	Feb 13
	37¢ Paul Robeson (Black Heritage)	Jan 20	Princeton, NJ 08540	PSA pane of 20	Feb 19
	37¢ Snowy Egret	Jan 30	Norfolk, VA 23501 (APS Stamp Show)	PSA convertible book of 20	Feb 29
	37¢ Theodor Seuss Geisel	Mar 2	La Jolla, CA 92038	PSA pane of 20 w/selvage	Apr 1
	37¢ and 60¢ Garden Blossoms (2 designs for weddings)	Mar 4	New York, NY 10199 (Mega Stamp Show)	PSA single-sided convertible book of 20 and PSA pane of 20	Apr 3
	4¢ American Design Chippendale Chair	Mar 5	New York, NY 10199 (Mega Stamp Show)	PSA pane of 20	Apr 4
	23¢ Columbia University	Mar 25	New York, NY 10199	Stamped Card	
	37¢ United States Air Force Academy	Apr 1	Colorado Springs, CO 80903	PSA pane of 20	May 1
P	37¢ Henry Mancini	Apr 13	Los Angeles, CA 90052	PSA pane of 20	May 13
	37¢ Lewis and Clark (three designs)	May 14	TBD	PSA prestige book of 20 and PSA pane of 20	Jun 13
	37¢ National World War II Memorial	May 27	Washington, DC 20066	PSA pane of 20	Jun 26
	37¢ American Choreographers (four designs)	May	TBD	PSA pane of 20 w/header	
	37¢ Isamu Noguchi (five designs)	May	Long Island City, NY 11101	PSA pane of 20 w/selvage	
	37¢ The Art of Disney: Friendship (four designs)	Jun 23	Anaheim, CA 92803	PSA pane of 20 w/selvage	Jul 23
	37¢ USS Constellation	Jun 24	Baltimore, MD 21233	PSA pane of 20	Jul 24
	5¢ Toleware	Jun 25	Santa Clara, CA 95050 (ASDA Stamp Show)	PSA pane of 20	Jul 25
	23¢ Wilma Rudolph (Distinguished Americans)	Jun	TBD	PSA pane of 20	
	23¢ Harriton House	Jun	Bryn Mawr, PA 19010	Stamped Card	
	37¢ Summer Olympic Games: Athens	TBD	TBD	PSA pane of 20	
	37¢ R. Buckminster Fuller	Jul 12	Stanford, CA 94305	PSA pane of 20	Aug 11
	37¢ James Baldwin (Literary Arts)	Aug 2	New York, NY 10199	PSA pane of 20	Sep 1
	37¢ "Magnolia" by Heade (American Treasures)	Aug 12	Sacramento, CA 95813 (APS Stamp Show)	PSA double-sided book of 20	Sep 11
	2¢ Navajo Necklace	Aug 20	Indianapolis, IN 46206 (Americover Stamp Show)	PSA pane of 20	Sep 19
	37¢ Art of the American Indian (10 designs)	Sep	Washington, DC 20066	PSA souvenir sheet of 10	
	37¢ Sickle Cell Disease	Sep	Atlanta, GA 30304	PSA pane of 20	
2	37¢ Cloudscapes (15 designs)	Oct 1	TBD	PSA souvenir sheet of 15	Oct 31
	37¢ Holiday Ornaments (four designs)	Oct 14	New York, NY 10199 (Mega Stamp Show)	Double-sided book of 20 and vending book of 20	Nov 13
	37¢ Hanukkah (Holiday Celebrations)	Oct 15	New York, NY 10199 (Mega Stamp Show)	PSA pane of 20	Nov 14
	37¢ Kwanzaa (Holiday Celebrations)	Oct 15	New York, NY 10199 (Mega Stamp Show)	PSA pane of 20	Nov 14

(See article on page 64.)

NOTE	ISSUE	FIRST DAY OF ISSUE	FIRST DAY CITY/STATE	FORMAT	DEADLINE
	37¢ Moss Hart	Oct 24	New York, NY 10199	PSA pane of 20	Nov 23
	37¢ Christmas: "Madonna and Child" by Lorenzo Monaco	Oct	Washington, DC 20066	Doublesided book of 20	

**Note Descriptions**

C: Change in previously announced date, site, and/or rate

N: New issue

P: Pictorial first day postmark

1: Customers must affix additional postage to bring total postage to at least the minimum First-Class Mail® rate for an envelope or stamped card, depending on which is used. Also, the cost for a stamped envelope is the value of the postage plus 8 cents, and the cost for a stamped card is the value of the postage plus 2 cents.

2: Issued to kick off National Stamp Collecting Month.

(See article on page 64.)

# Priority Mail® bundles

**1** with Delivery Confirmation® service

from **\$4.30**



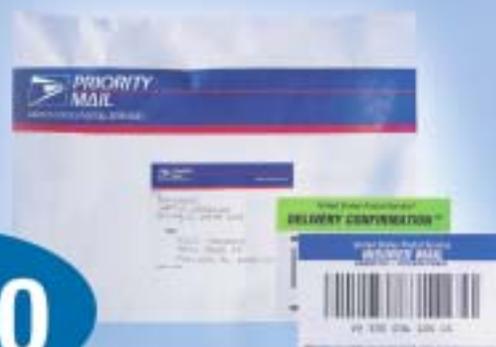
**2** with Insurance\*

from **\$5.15**



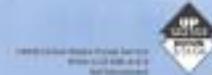
**3** with Insurance\* & Delivery Confirmation® service

from **\$5.60**



usps.com

\*Prices reflect insurance for packages up to 1 lb. and \$50 of coverage



## Philately (Continued)

STAMP ANNOUNCEMENT 04-02

### Garden Blossoms (Weddings) Commemorative Stamps



Copyright USPS 2003

The Postal Service™ will issue a 37-cent *Garden Bouquet (Weddings)* commemorative stamp and a 60-cent *Garden Botanical (Weddings)* commemorative stamp on March 4, 2004, in New York, New York. The 37-cent *Garden Bouquet (Weddings)* stamp (Item 673500) is produced as a pressure-sensitive adhesive (PSA), single-sided convertible booklet of 20, and the 60-cent (2-ounce rate) *Garden Botanical (Weddings)* stamp (Item 566200) is produced as a PSA pane of 20. The 60-cent *Garden Botanical (Weddings)* pane of 20 may be split, and the stamps may be sold individually. The stamps, designed by Richard Sheaff, Scottsdale, Arizona, go on sale nationwide March 5, 2004.

The 37-cent stamp features a bouquet of white lilacs and large pink roses. *Garden Bouquet*, as this stamp is known, may be used for one-ounce First-Class Mail® enve-

lopes, including the response envelope often enclosed in a wedding invitation. *Garden Botanical* features a drawing of mostly pink wild roses. At a 60-cent denomination, this stamp will accommodate the extra weight of a wedding invitation as well as other mailings such as oversized cards or small gift enclosures that require extra postage.

These stamps are part of the *Love* series. The first *Love* stamp was issued by the Postal Service in 1973. Since that time, *Love* stamps have featured a wide range of subjects including flowers, animals, cherubs, and love letters, as well as abstract designs.

#### How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase new stamps at their local Post Office™, by telephone at 800-STAMP-24, and at

the Postal Store Web site at [www.usps.com/shop](http://www.usps.com/shop). They should affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

GARDEN BLOSSOMS COMMEMORATIVE STAMPS  
POSTMASTER  
421 EIGHTH AVE RM 2029B  
NEW YORK NY 10199-9991

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by March 3, 2004.

### How to Order First Day Covers

Stamp Fulfillment Services also offers first day covers for new stamp issues and Postal Service stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic* catalog. Customers may request a free catalog by telephoning 800-STAMP-24 or by writing to:

INFORMATION FULFILLMENT  
DEPT 6270  
US POSTAL SERVICE  
PO BOX 219014  
KANSAS CITY MO 64121-9014

First day covers remain on sale for at least 1 year after the stamp's issuance.

### Philatelic Products

There is a philatelic product for this stamp issue. The Garden Blossoms (Weddings) Cancellation Keepsake set, Item 673593, includes a convertible booklet of 20 stamps and 2 first day covers. The set sells for \$9.13 and is available:

- In Postal Retail Stores.
- Online at [www.usps.com](http://www.usps.com).
- By telephone at 800-STAMP-24.

### Distribution: Item 673500, \$7.40 *Garden Bouquet (Weddings)*, Convertible Booklet of 20 (PSA)

Stamp distribution offices (SDOs) will receive two automatic distributions of the \$7.40 *Garden Bouquet (Weddings)* booklet of 20. Both waves are each approximately one-half the standard automatic distribution quantity for a PSA booklet. Wave 1 distribution began January 20 and will complete February 19, 2004. Wave 2 distribution begins May 4, and will complete June 8, 2004. Distributions are rounded up to the nearest master carton size (4,000 booklets).

### Initial Supply to Post Offices

SDOs will make a subsequent automatic distribution to Post Offices for one-half of their standard automatic booklet distribution quantity using PS Form 17, *Stamp Requisition/Stamp Return*. SDOs must not distribute booklets to Post Offices before February 26, 2004.

Issue:	<i>Garden Bouquet (Weddings)</i>
Item Number:	673500
Denomination & Type of Issue:	37-cent special
Format:	Single-Sided Convertible Booklet of 20 (1 design)
Series:	<i>Love</i>
Issue Date & City:	March 4, 2004, New York, NY 10199
Designer:	Richard Sheaff, Scottsdale, AZ
Engraver:	N/A
Art Director:	Richard Sheaff, Scottsdale, AZ
Typographer:	Richard Sheaff, Scottsdale, AZ
Modeler:	Joseph Sheeran
Manufacturing Process:	Offset
Printer:	Ashton Potter USA Ltd. (APU)
Printed at:	Williamsville, NY
Press Type:	Mueller Martini, A76 Modified
Stamps per Booklet:	20
Print Quantity:	750 million stamps
Paper Type:	Pre-phosphored, Type I
Adhesive Type:	Pressure-sensitive
Processed at:	Ashton Potter USA Ltd. (APU)
Colors:	
Outside Cover:	Black, Cyan, Magenta, Yellow, PMS 563 C (Green)
Stamp:	Black, Cyan, Magenta, Yellow, PMS 563 C (Green)
Stamp Orientation:	Vertical
Image Area (w x h):	0.77 x 1.105 in./19.558 x 28.067 mm
Overall Size (w x h):	0.91 x 1.19 in./23.114 x 30.226 mm
Flat Booklet Size (w x h):	4.55 x 5.00 in./115.57 x 127.00 mm
Plate Size:	500 stamps per revolution
Plate Numbers:	"P" followed by five (5) single digits
Marginal Markings:	
Stamp Side:	"© 2003 USPS" • Plate numbers • "Peel here to fold"
Cover Side:	Price • Barcode • Website • □"© 2003 USPS" • USPS Logo
Catalog Item Number(s):	673540 Convertible book of 20 — \$7.40 673561 First Day Cover — \$0.75

### Philatelic Requirement

Authorized philatelic centers requiring the \$7.40 *Garden Bouquet (Weddings)* booklet of 20 must order Item 673500 from their designated SDO using a separate PS Form 17.

### Additional Supply

Post Offices requiring additional booklets must requisition them from their designated SDO using PS Form 17.

SDOs requiring additional booklets must order them from the appropriate accountable paper depository (APD) using PS Form 17.

Wave 1: For fulfilling supplemental orders from SDOs, the Memphis and New York APDs each will receive 726,000 additional booklets; the Chicago APD will receive 660,000 additional booklets; the San Francisco APD will receive 580,000 additional booklets; and the Denver APD will receive 256,000 additional booklets.

Wave 2: For fulfilling supplemental orders from SDOs, the Chicago, Memphis, and New York APDs each will receive 1,120,000 additional booklets; the San Francisco APD will receive 880,000 additional booklets; and the Denver APD will receive 420,000 additional booklets.

**Sales Policy**

All Post Offices must acquire and maintain a supply of each new special stamp issue as long as customer demand exists, until inventory is depleted, or until the issue is officially withdrawn from sale. If supplies run low, Post Offices must reorder additional quantities using their normal ordering procedures.

**Philatelic Products**

There is a philatelic product for this stamp issue. The Garden Botanical (Weddings) Cancellation Keepsake set, Item 566293, includes a pane of 20 stamps and 2 first day covers. The set sells for \$12.98 and is available:

- In Postal Retail Stores.
- Online at [www.usps.com](http://www.usps.com).
- By telephone at 800-STAMP-24.

**Distribution: Item 566200, 60-Cent Garden Botanical (Weddings), Pane of 20 (PSA)**

SDOs will receive their full standard automatic distribution quantity for a PSA sheet stamp, plus an additional one-fourth to one-half the standard quantity. Distributions are rounded up to the nearest master carton size (40,000 stamps).

**Initial Supply to Post Offices**

SDOs *will not* make a subsequent automatic distribution to Post Offices. Post Offices requiring quantities of Item 566200 must order them from their designated SDO using a separate PS Form 17. SDOs must not distribute stamps to Post Offices before February 26, 2004.

**Philatelic Requirement**

SDOs with authorized philatelic centers will receive an automatic distribution of these stamps in eight positions for subsequent distribution to each philatelic window.

SDOs That Serve This Many Philatelic Windows...	Will Receive This Quantity of the 60-Cent Garden Botanical (Weddings) Commemorative Stamp, Item 566200
1	16,000
2	32,000
3	48,000
4	64,000
5	80,000
6	96,000
8	128,000
9	144,000
12	192,000
13	208,000
16	256,000
19	304,000

Issue:	<i>Garden Botanical (Weddings)</i>
Item Number:	566200
Denomination & Type of Issue:	60-cent commemorative
Format:	Pane of 20 (1 design)
Series:	<i>Love</i>
Issue Date & City:	March 4, New York, NY 10199
Designer:	Richard Sheaff, Scottsdale, AZ
Art Director:	Richard Sheaff, Scottsdale, AZ
Typographer:	Richard Sheaff, Scottsdale, AZ
Engraver:	Southern Graphics
Modeler:	Donald Woo
Manufacturing Process:	Gravure
Printer:	Sennett Security Products (SSP)
Printed at:	American Packaging Corporation, Columbus, WI
Press Type:	Rotomec 5, 3000
Stamps per Pane:	20
Print Quantity:	150 million stamps
Paper Type:	Prephosphored, type I
Adhesive Type:	Pressure-sensitive
Processed at:	Unique Binders, Fredericksburg, VA
Colors:	Magenta, Yellow, Cyan, Black, PMS 563 (Turquoise)
Stamp Orientation:	Vertical
Image Area (w x h):	0.76 x 1.04 in./19.30 x 26.41 mm
Overall Size (w x h):	091 x 1.19 in./23.11 x 30.22 mm
Full Pane Size (w x h):	5.46 x 5.8125 in./138.68 x 131.63 mm
Plate Size:	320 stamps per revolution
Plate Numbers:	"S" followed by five (5) single digits
Marginal Markings:	"© 2003 USPS" • Price • Plate position diagram • Plate numbers (4 per pane) • 4 Barcodes on back
Catalog Item Number(s):	566220 Block of 4 — \$2.40 566230 Block of 10 — \$6.00 566240 Full Pane of 20 — \$12.00 566261 First Day Cover — \$0.98 566293 Full Pane w/FDC — \$12.98

## Additional Supply

Post Offices requiring additional stamps must requisition them from their designated SDO using PS Form 17. SDOs requiring additional stamps must order them from the appropriate APD using PS Form 17.

For fulfilling supplemental orders from SDOs, the Chicago, Memphis, and New York APDs each will receive 5,000,000 additional stamps; the San Francisco APD will receive 4,800,000 additional stamps; and the Denver APD will receive 3,000,000 additional stamps.

For fulfilling supplemental orders from APDs, the Kansas City Stamp Service Center will receive 10,000,000 additional stamps.

## Sales Policy

All Post Offices must acquire and maintain a supply of each new special issue as long as customer demand exists, until inventory is depleted, or until the issue is officially withdrawn from sale. If supplies run low, Post Offices must reorder additional quantities using their normal ordering procedures.

— *Stamp Services,  
Government Relations, 2-5-04*

## Breast Cancer Research Semipostal Stamp Sales Extended Until December 31, 2005

On Friday, January 23, 2004, President Bush signed Public Law No. 108–199, which extends the sales of the *Breast Cancer Research* semipostal stamps through December 31, 2005.

Effective immediately, all Post Offices™, stations, branches, postal stores, contract postal units, vending outlets, and authorized philatelic centers must resume sales of the *Breast Cancer Research* semipostal stamps and products listed below.

Additionally, these items will be available for sale at Stamp Fulfillment Services (SFS) and through the Online Postal Store.

Stamp Issues	
Item Number	Description
367200	\$4.50 Breast Cancer Research Vending 10 Pack
553000	45-cent Breast Cancer Research Stamp
553015	\$9 Breast Cancer Research Pane
553019	45-cent Breast Cancer Research Consignment Stamp
893000 and 893001	\$10 Breast Cancer Research Poster

— *Stamp Services,  
Government Relations, 2-5-04*

## Self Service Vending Instructions

Effective immediately, SSPC Technicians and personnel who service vending machines are authorized to resume the sale of the *Breast Cancer Research* semipostal stamp (Item 367200).

Multicommodity vending machines (PCM-1625A and PCM-1625B) are currently required to offer three (3) semipostal stamps for sale:

- The *Breast Cancer Research* semipostal stamp (Item 367200).
- The *Heroes of 2001* semipostal stamp (Item 367400).
- The *Stop Family Violence* semipostal stamp (Item 367500).

Semipostal stamps are not authorized for sale in any machine other than the multicommodity machines.

At the next regular servicing, the servicing personnel must:

- Remove and redistribute the item/product currently loaded in the “C3” within the current vend position for that item or, if the amount of product removed from the machines exceeds the machine capacity, return and secure the item in the established individual subaccount.
- Restock the “C3” vend with the *Breast Cancer Research* semipostal stamps.
- Insert the product identifier for the *Breast Cancer Research* semipostal stamp in the corresponding product selection window.

The “Plan-O-Gram for Multi-Commodity Machines” for authorized product placement is available on the Self Service Web site at [http://blue.usps.gov/delivery/self\\_service/html/programs/selfserv/planogram1.xls](http://blue.usps.gov/delivery/self_service/html/programs/selfserv/planogram1.xls).

— *Self Service and Access Management,  
Delivery and Retail, 2-5-04*

Need it there tomorrow?



from  
**\$13.65**

**Get Express Mail® service.**

Next day delivery or your money back. Guaranteed.

Next day delivery to many locations. See a retail associate for money-back guarantee details.

[usps.com](http://usps.com)



STAMP ANNOUNCEMENT 04-03

## Chippendale Chair Definitive Stamp



Copyright USPS 2003

The Postal Service™ will issue a 4-cent *Chippendale Chair* definitive stamp (Item 100400) in a pressure-sensitive adhesive (PSA) pane of 20 on March 5, 2004, in New York, New York. The stamp, designed by Derry Noyes of Washington, DC, goes on sale nationwide March 6, 2004.

This stamp is the fourth issued in the new *American Design* series. The first three stamps in the series were *American Toleware* (2002), *American Clock* (2003), and *Tiffany Lamp* (2003). Reflecting the rich diversity of American design, the series showcases objects from various eras, regions, and ethnic cultures that combine utility with beauty and function with form.

The *Chippendale Chair* stamp features artist Lou Nolan's stylized treatment of a Chippendale chair with an elaborately carved back and cabriole, or curved, legs. The artist based his design on a Chippendale side chair, or chair without arms, made in Philadelphia between 1760 and 1765. The chair is part of the collection of decorative arts in the Diplomatic Reception Rooms at the U.S. Department of State in Washington, DC. The colors Nolan used for the wood and seat cover give the stamp design a contemporary feel.

Issue:	<i>Chippendale Chair</i>
Item Number:	100400
Denomination & Type of Issue:	4-cent definitive
Format:	Pane of 20 (1 design)
Series:	<i>American Design</i>
Issue Date & City:	March 5, 2004, New York, NY 10199
Designer:	Derry Noyes, Washington, DC
Artist:	Lou Nolan, McLean, VA
Engraver:	N/A
Art Director:	Derry Noyes, Washington, DC
Typographer:	Derry Noyes, Washington, DC
Modeler:	Joseph Sheeran
Manufacturing Process:	Offset
Printer:	Ashton Potter (USA) Ltd. (APU)
Printed at:	Williamsville, NY
Press Type:	Steven's, Vari-size Security Press
Stamps per Pane:	20
Print Quantity:	100 million stamps
Paper Type:	Nonphosphored, Type III
Adhesive Type:	Pressure Sensitive
Processed at:	Ashton Potter (USA) Ltd.
Colors:	PMS 476 (Brown), PMS 477 (Brown), PMS 7407 (Tan), PMS (172) (Orange)
Stamp Orientation:	Vertical
Image Area (w x h):	0.73 x 0.84 in./18.542 x 21.336 mm
Overall Size (w x h):	0.87 x 0.98 in./22.098 x 24.892 mm
Full Pane Size (w x h):	5.35 x 4.93 in./135.89 x 125.222 mm
Plate Size:	120 stamps per revolution
Plate Numbers:	"P" followed by four (4) single digits
Marginal Markings:	© 2003 USPS • Price • Plate numbers on four corners • Plate position diagram • Barcodes on four corners on back of pane
Catalog Item Number(s):	110420 Block of 4 — \$0.16 110430 Block of 10 — \$0.40 110440 Full Pane of 20 — \$0.80 110462 First Day Cover — \$0.79

### How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase new stamps at their local Post Office®, by telephone at 800-STAMP-24, and at the Postal Store Web site at [www.usps.com/shop](http://www.usps.com/shop). They should affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

CHIPPENDALE CHAIR DEFINITIVE STAMP  
POSTMASTER  
421 EIGHTH AVE RM 2029B  
NEW YORK NY 10199-9991

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by April 4, 2004.

**How to Order First Day Covers**

Stamp Fulfillment Services also offers first day covers for new stamp issues and Postal Service stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic* catalog. Customers may request a free catalog by telephoning 800-STAMP-24 or writing to:

INFORMATION FULFILLMENT  
 DEPT 6270  
 US POSTAL SERVICE  
 PO BOX 219014  
 KANSAS CITY MO 64121-9014

First day covers remain on sale for at least 1 year after the stamp's issuance.

**Philatelic Products**

There are no philatelic products for this stamp issue.

**Distribution: 4-cent *Chippendale Chair* Definitive Stamp, Item 100400**

All stamp distribution offices (SDOs) will receive an automatic distribution of Item 100400, 4-cent *Chippendale Chair*, PSA pane of 20 stamps. Master carton size is 40,000 stamps.

**Initial Supply to Post Offices**

SDOs *will not* make a subsequent automatic distribution to Post Offices. To obtain an initial supply of this 4-cent definitive stamp, all Post Offices must immediately submit a separate PS Form 17, *Stamp Requisition/Stamp Return*, to their designated SDO. SDOs must not distribute these stamps to Post Offices before February 26, 2004.

**Philatelic Requirement**

SDOs with authorized philatelic centers will receive an automatic distribution of these stamps in six positions for subsequent distribution to each philatelic window.

SDOs That Serve This Many Philatelic Windows...	Will Receive This Quantity of the <i>Chippendale Chair</i> definitive stamp, Item 100400
1	12,000
2	24,000
3	36,000
4	48,000
5	60,000
6	72,000
8	96,000
9	108,000
12	144,000
13	156,000
16	192,000
19	228,000

**Additional Supply**

Post Offices requiring additional stamps must requisition them from their designated SDO using PS Form 17. SDOs requiring additional stamps must order them from the appropriate accountable paper depository (APD) using PS Form 17.

For fulfilling supplemental orders from SDOs, the San Francisco, Chicago, Memphis, and New York APDs will each receive 3,840,000 additional stamps; the Denver APD will receive 1,920,000 additional stamps.

For fulfilling supplemental orders from APDs, the Kansas City SSC will receive 24,960,000 additional stamps.

— Stamp Services,  
 Government Relations, 2-5-04

## Pictorial Cancellations Announcement

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

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

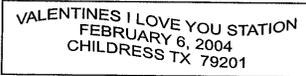
All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail® post-

age. Items submitted for cancellation may not include postage issued after the date of the requested cancellation. Such items will be returned unserved.

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

Customers can also send stamped envelopes and postcards without addresses for cancellation, as long as they supply a larger envelope with adequate postage and their return address. After applying the pictorial cancellation, the Postal Service returns the items (with or without addresses) under addressed protective cover.

		<p>February 5, 2004</p> <p><i>Postal Service</i> VALENTINES I LOVE YOU STATION POSTMASTER 5661 NORTH GATE RD ACTON TX 76049-9998</p> <p><i>Postal Service</i> VALENTINES I LOVE YOU STATION POSTMASTER 615 ELM ST CLYDE TX 79510-9998</p> <p><i>Postal Service</i> VALENTINES I LOVE YOU STATION POSTMASTER PO BOX 9998 CROSS PLAINS TX 76443-9998</p>
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		<p>February 6, 2004</p> <p><i>Postal Service</i> VALENTINES I LOVE YOU STATION POSTMASTER 507 AVE F NW CHILDRESS TX 79201-9998</p> <p><i>Postal Service</i> VALENTINES I LOVE YOU STATION POSTMASTER 8616 FM 920 PEASTER TX 76485-9998</p> <p><i>Postal Service</i> VALENTINES I LOVE YOU STATION POSTMASTER 105 MAIN ST SEAGRAVES TX 79359-9998</p>
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February 10, 2004

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 116 WEST 3RD ST  
 COLORADO CITY TX 79512-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 PO BOX 9998  
 FOLLETT TX 79034-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 PO BOX 9998  
 MORGAN MILL TX 76465-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 PO BOX 9998  
 MERTZON TX 76941-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 PO BOX 9998  
 PAINT ROCK TX 76866-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 1 NORTH ABE ST  
 SAN ANGELO TX 76902-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 PO BOX 9998  
 SKELLYTOWN TX 79080-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 PO BOX 9998  
 STINNETT TX 79083-9998

VALENTINES I LOVE YOU STATION  
 FEBRUARY 10, 2004  
 COLORADO CITY TX 79512



February 11, 2004

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 1975 BALLPARK WAY  
 ARLINGTON TX 76006-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 PO BOX 9998  
 CLAUDE TX 79019-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 301 NORTH LAS VEGAS TRL  
 FORT WORTH TX 76108-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 1008 ROBERTS CUT OFF RD  
 FORT WORTH TX 76114-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 1001 ALTA MESA BLVD  
 FORT WORTH TX 76115-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 3020 SOUTH CHERRY LN  
 FORT WORTH TX 76116-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 5709 BROADWAY AVE  
 FORT WORTH TX 76117-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 6051 NORTH DAVID BLVD  
 FORT WORTH TX 76118-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 5125 WICHITA AVE  
 FORT WORTH TX 76119-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 9415 HIGHWAY 377 SOUTH  
 FORT WORTH TX 76126-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 7101 BRYANT IRVIN RD  
 FORT WORTH TX 76132-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 3701 ALTA MESA BLVD  
 FORT WORTH TX 76133-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 3930 TELEPHONE RD  
 FORT WORTH TX 76135-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 4600 MARK IV PKWY  
 FORT WORTH TX 76161-9998

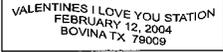
*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 306 NORTH BROADWAY ST  
 JOSHUA TX 76058-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 PO BOX 9998  
 LOVING TX 76460-9998

VALENTINES I LOVE YOU STATION  
 FEBRUARY 11, 2004  
 ARLINGTON TX 76006



February 12, 2004





*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 108 2ND ST  
 BOVINA TX 79009-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 1097 SCHOOLHOUSE RD  
 HASLET TX 76052-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 PO BOX 9998  
 MIAMI TX 79059-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 PO BOX 9998  
 WELCH TX 79377-9998

February 13, 2004





*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 9300 PITTSBURG ST  
 CRESSON TX 76035-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 232 SOUTHWEST JOHNSON AVE  
 BURLESON TX 76028-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 101 EAST MCKINNEY ST  
 DENTON TX 76201-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 415 AVE A  
 DENTON TX 76203-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 2101 COLORADO BLVD  
 DENTON TX 76205-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 251 WEST LANCASTER AVE  
 FORT WORTH TX 76102-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 251 WEST LANCASTER AVE  
 FORT WORTH TX 76112-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 100 EAST CHESTNUT ST  
 HOLLIDAY TX 76366-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 206 BRADFORD ST  
 MYRA TX 76253-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 202 NORTH AVE G  
 LAMESA TX 79331-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 PO BOX 9998  
 MOBEETIE TX 79061-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 235 WEST 2ND ST  
 MUENSTER TX 76252-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 PO BOX 9998  
 SANFORD TX 79078-9998

*Postal Service*  
 VALENTINES I LOVE YOU STATION  
 POSTMASTER  
 4001 SOUTHWEST PARKWAY  
 WICHITA FALLS TX 76308-9998

The following cancellation has been extended for 30 days.



February 7, 2004  
 Deere & Company  
 JOHN DEERE 200TH BIRTHDAY  
 STATION  
 MOLINE IL 61265

February 7, 2003  
 Deere and Company  
 JOHN DEERE 200TH BIRTHDAY STATION  
 POSTMASTER  
 514 17TH ST  
 MOLINE IL 61265-9998



YEAR OF THE MONKEY 4702  
CCBA STATION  
JANUARY 16, 2004  
NEW YORK, NY 10013

January 16, 2004  
Postal Service and CCBA  
YEAR OF THE MONKEY 4702  
CCBA STATION  
POSTMASTER  
SPECIAL EVENTS  
JAF-BLDG  
421 EIGHTH AVE RM 2029B  
NEW YORK NY 10199-9998

AmeriStamp Expo Station  
American  
Philatelic Society  
Norfolk, VA 23510  
January 30, 2004



January 30/February 1, 2004  
Postal Service  
AMERISTAMP EXPO STATION  
CRC  
2600 ELTHAM AVE STE 109  
NORFOLK VA 23513-2501



Martin Luther King, Jr.  
CELEBRATION  
Arlington, Texas



January 16-17, 2004  
Postal Service  
MLK STATION  
POSTMASTER  
4108 SOUTHWEST GREEN  
OAKS BLVD  
ARLINGTON TX 76003-9998



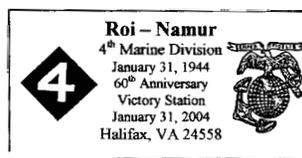
2004  
WOODCHUCK  
FESTIVAL & BALL  
WEST PAWLET STATION  
VT 05775  
JANUARY 31, 2004

January 31, 2004  
West Pawlet Volunteer Fire Dept.  
and Auxiliary  
2004 WOODCHUCK FESTIVAL  
AND BALL WEST PAWLET  
STATION  
POSTMASTER  
2841 VT RTE 153  
WEST PAWLET VT 05775-9998



EXHIBITION STATION  
JAN 17 2004  
HOUGHTON LAKE MI  
48629

January 17-18/24-25, 2004  
EXHIBITION STATION  
POSTMASTER  
PO BOX 9998  
HOUGHTON LAKE MI  
48629-9998



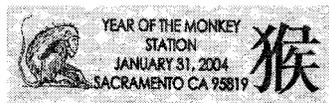
Roi - Namur  
4<sup>th</sup> Marine Division  
January 31, 1944  
60<sup>th</sup> Anniversary  
Victory Station  
January 31, 2004  
Halifax, VA 24558

January 31, 2004  
VICTORY STATION  
POSTMASTER  
PO BOX 9998  
HALIFAX VA 24558-9998



FT. WORTH, TX  
JAN 17 2004  
76107

January 17-31/February 1-8,  
2004  
Fort Worth Stock Show and  
Rodeo  
STOCK SHOW STATION  
POSTMASTER  
251 WEST LANCASTER  
FORT WORTH TX 76102-9998



YEAR OF THE MONKEY  
STATION  
JANUARY 31, 2004  
SACRAMENTO CA 95819

January 31, 2004  
Postal Service  
YEAR OF THE MONKEY  
STATION  
POSTMASTER  
2000 ROYAL OAKS DR  
SACRAMENTO CA 95813-9998



PAUL ROBESON  
NC A&T STATION  
GREENSBORO, NC 27411  
JANUARY 21, 2004

January 21, 2004  
Postal Service  
PAUL ROBESON NC A AND T  
STATION  
201 NORTH MURROW BLVD  
GREENSBORO NC 27401-9998



Love Station  
Romance, AR  
72136  
February 14, 2004

February 1-14, 2004  
Romance Volunteer Fire  
Department  
LOVE STATION  
POSTMASTER  
PO BOX 9998  
ROMANCE AR 72136-9998



THE UNIVERSITY OF TEXAS  
INSTITUTE OF TEXAN CULTURES AT SAN ANTONIO  
January 24, 2004  
THE INSTITUTE OF  
TEXAN CULTURES STATION  
SAN ANTONIO, TEXAS 78205

January 24, 2004  
Institute of Texan Cultures  
INSTITUTE OF TEXAN  
CULTURE STATION  
POSTMASTER  
10410 PERRIN BEITEL RD  
SAN ANTONIO TX 78284-9998



February 2, 2004  
Punxsutawney  
Chamber Of Commerce  
GROUNDHOG STATION  
POSTMASTER  
553 E MAHONING ST  
PUNXSUTAWNEY PA 15767-9998

February 2, 2004  
Punxsutawney Chamber of  
Commerce  
GROUNDHOG STATION  
POSTMASTER  
553 EAST MAHONING ST  
PUNXSUTAWNEY PA  
15767-9998

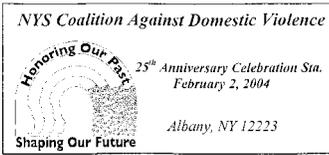


Grace & St. Peter's Parish  
Chinese Language School  
January 25, 2004  
Baltimore MD 21201

January 25, 2004  
LUNAR NEW YEAR STATION  
MANAGER MOWS  
900 EAST FAYETTE ST  
BALTIMORE MD 21233-9715



February 2, 2004  
Sun Prairie Chamber of  
Commerce  
GROUNDHOG DAY STATION  
POSTMASTER  
1715 LINNERTUD DR  
SUN PRAIRIE WI 53590-9998



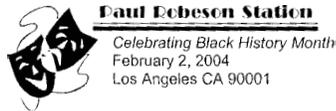
February 2, 2004  
NYS Coalition Against Domestic Violence  
25TH ANNIVERSARY CELEBRATION STATION  
POSTMASTER  
COLONIE CENTER POST OFFICE  
50001 COLONIE CENTER MALL  
ALBANY NY 12205-9998

200TH ANNIVERSARY OF THE LEWIS AND CLARK EXPEDITION

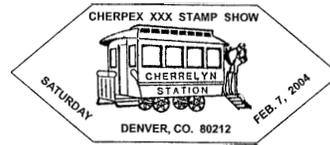


EUPEX 2004 STATION  
FEBRUARY 7, 2004  
WICKLIFFE OH 44092

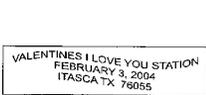
February 7-8, 2004  
EUPEX 2004 STATION  
POSTMASTER  
1400 LLOYD RD  
WICKLIFFE OH 44092-9998



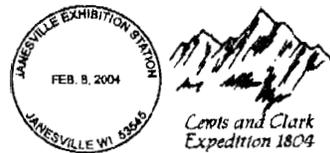
February 2, 2004  
Black History Month Celebration  
PAUL ROBESON STATION  
MGR RETAIL  
7001 S CENTRAL AVE RM 338  
LOS ANGELES CA 90052-9602



February 7-8, 2004  
Cherrellyn Stamp Club of Englewood  
CHERRELYN STATION  
PHILATELIC OFFICE  
951 20TH ST  
DENVER CO 80212-9998



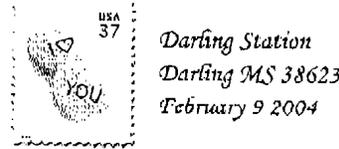
February 3, 2004  
Postal Service  
VALENTINES I LOVE YOU STATION  
POSTMASTER  
100 EAST ADAMS ST  
ITASCA TX 76055-9998



February 8, 2004  
JANESVILLE EXHIBITIONS STATION  
POSTMASTER  
1818 MILTON AVE  
JANESVILLE WI 53545-9998



February 5, 2004  
Universal Shop Cancellation Society  
60TH ANNIVERSARY STATION  
POSTMASTER  
3609 TONGASS AVE  
KETCHIKAN AK 99901-9998



February 9, 2004  
DARLING STATION  
POSTMASTER  
580 DARLING RD  
DARLING MS 38623-9998



February 5, 2004  
Lincoln Art Center Station  
Produce for Victory: Posters on the American Home Front, 1941-1945  
Lincoln, Kansas 67455

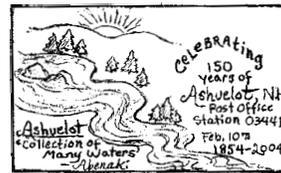
February 6, 2004  
The Kansas Humanities Council  
LINCOLN ARTS CENTER STATION  
POSTMASTER  
PO BOX 9998  
LINCOLN KS 67455-9998



February 10, 2004  
Boston District Diversity Office  
PAUL ROBESON STATION  
POSTMASTER  
25 DORCHESTER AVE RM 4009  
BOSTON MA 02205-9998



February 7, 2004  
Chinese American Friendship Association of Maine  
CHINESE NEW YEAR STATION  
POSTMASTER  
125 FOREST AVE  
PORTLAND ME 04101-9998



February 10, 2004  
Postal Service  
ASHUELOT STATION  
POSTMASTER  
8 ASHUELOT MAIN ST  
ASHUELOT NH 03441-9998



February 7, 2004  
The Centerville Curling Club  
ROCKIN THE RIVER STATION  
POSTMASTER  
PO BOX 9998  
GALESVILLE WI 54630-9998



February 11, 2004  
USS PASADENA 15TH ANNIVERSARY STATION  
POSTMASTER  
100 PLAZA CT 06340-9998



February 11, 2004  
 USS GEORGIA 20TH ANNIVERSARY STATION  
 POSTMASTER  
 100 PLAZA CT  
 GROTON CT 06340-9998

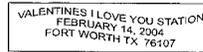


COURAGE  
 HONOR  
 FREEDOM  
 FEBRUARY 14, 2004

February 14, 2004  
 VICKSBURG NATIONAL MILITARY PARK STATION  
 POSTMASTER  
 3415 PEMBERTON SQUARE BLVD  
 VICKSBURG MS 39180-9998



February 11, 2004  
 Thomas Elementary School  
 VALENTINES DAY STATION  
 POSTMASTER  
 341 PINE ST  
 ABILENE TX 79604-9998



February 14, 2004  
 Postal Service  
 VALENTINES I LOVE YOU STATION  
 MANAGER CUSTOMER SERVICE  
 4450 OAK PARK LN  
 FORT WORTH TX 76107-9998



Heart to Heart  
 From Colorado City Station  
 Colorado City TX 79512  
 February 11, 2004

February 11, 2004  
 Postal Service  
 HEART TO HEART FROM COLORADO CITY STATION  
 POSTMASTER  
 116 WEST THIRD ST  
 COLORADO CITY TX 79512-9998



Valentine's Day Station  
 Bliss, NY 14024  
 February 14, 2004

February 14, 2004  
 Valentines Day  
 VALENTINES DAY STATION  
 POSTMASTER  
 6664 RT 362  
 BLISS NY 14024-9998



Love Station  
 Hernando MS 38632  
 February 11 2004

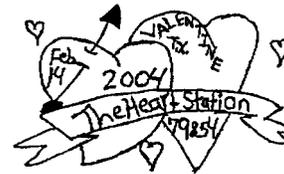
February 11, 2004  
 LOVE STATION  
 POSTMASTER  
 12 WEST COMMERCE ST  
 HERNANDO MS 38632-9998



February 14, 2004  
 Postal Service  
 VALENTINE STATION  
 POSTMASTER  
 PO BOX 9998  
 HARTVILLE WY 82215-9998



February 12, 2004  
 SWEETHEARTS STATION  
 POSTMASTER  
 255 SOUTH GLENDORA AVE  
 GLENDORA CA 91740-9998



February 14, 2004  
 Postal Service  
 THE HEART STATION  
 POSTMASTER  
 US HWY 90  
 VALENTINE TX 79854-9998



Courtland Station  
 Courtland MS 38620  
 February 12 2004

February 12, 2004  
 COURTLAND STATION  
 POSTMASTER  
 252 OLD HWY 51  
 COURTLAND MS 38620-9998



February 15, 2004  
 Postal Service  
 LAKE CITY STATION  
 POSTMASTER  
 320 NORTH FIRST ST  
 LAKE CITY FL 32055-9998



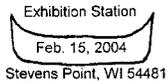
FEBRUARY 13, 2004  
 BIRCH RIVER VALENTINE STATION  
 POSTMASTER  
 55 POWELLS CREEK RD.  
 PO BOX 9998  
 BIRCH RIVER, WY, 26610

February 13, 2004  
 Birch River Community  
 BIRCH RIVER VALENTINE STATION  
 POSTMASTER  
 55 POWELLS CREEK RD  
 BIRCH RIVER WY 26610-9998



FEBRUARY 15, 2004  
 TED WILLIAMS MUSEUM  
 HERNANDO FL 34442

February 15, 2004  
 Ted Williams Museum  
 HITTERS HALL OF FAME STATION  
 POSTMASTER  
 3795 EAST PARSON POINT RD  
 HERNANDO FL 34442-9998



February 15, 2004  
*Elks Club*  
 EXHIBITION STATION  
 POSTMASTER  
 1320 MAIN ST  
 STEVENS POINT WI  
 54481-9998



February 18–19, 2004  
*Black Heritage Committee*  
 LEADERSHIP SQUARE  
 STATION  
 POSTMASTER  
 320 SOUTHEAST 5TH ST  
 OKLAHOMA CITY OK  
 73125-9998



February 19, 2004

February 19, 2004  
 BLACK HISTORY STATION  
 POSTMASTER  
 1335 JEFFERSON RD  
 ROCHESTER NY 14692-9998

— Stamp Services,  
 Government Relations, 2-5-04

#### UPDATED ANNOUNCEMENT 04-B

### 2004 Stamps and Postal Stationery

“2004 Stamps and Postal Stationery” (Announcement 04-B, February 2004), which appears on page 48, is intended to replace the quarterly announcement of the same name, previously printed and sent to customers on request through Stamp Fulfillment Services in Kansas City. The announcement is a listing of stamps and postal stationery items scheduled for issuance during calendar year 2004. Post Offices™ may wish to post this schedule on their bulletin boards.

Customers may also access the *Postal Bulletin* through the Postal Service™ Web site at [www.usps.com](http://www.usps.com), then click on *About USPS & News*, then *Forms & Publications*, then *Postal Bulletin*.

This announcement will be updated every 2 to 3 months, as changes warrant.

#### How to Order First Day of Issue Cancellations and Covers

Customers may purchase new stamps or postal stationery items at their Post Office, from the *USA Philatelic* catalog, by calling 800-STAMP-24, or online at [www.usps.com](http://www.usps.com) by clicking on *Buy Stamps & Shop*. Then they should

prepare their own covers by affixing new stamps to the upper right corner of envelopes or postcards of their choice, and address those envelopes, postcards, or postal stationery items to themselves or others. (Postage must equal the current First-Class Mail® rate.) For sturdiness, include a card of postcard thickness in each cover (envelopes only) submitted, and tuck in the flap. Place the cover in a larger envelope addressed to: NAME OF ISSUE, POSTMASTER, CITY, STATE, and ZIP CODE™ (followed by -9991). Covers submitted for first day of issue cancellations may include additional uncanceled stamps only if the uncanceled stamps were issued before the first day of issue of the new stamps or postal stationery items. All orders must be postmarked on or before the deadline indicated in the “2004 Stamps and Postal Stationery” announcement that follows.

INFORMATION FULFILLMENT  
 DEPT 6270  
 US POSTAL SERVICE  
 PO BOX 219014  
 KANSAS CITY MO 64121-9014

— Stamp Services,  
 Government Relations, 2-5-04

### Special Cancellation Die Hubs

Postmasters and plant managers who have any of the special cancellation die hubs listed below may use them for the periods designated. At the end of the period, these die

hubs must be withdrawn and stored. Postmasters and plant managers who do not have these special die hubs may not request them from the sponsors.

<b>Cancellation</b>	<b>Period of Use</b>
Smile America, National Children's Dental Health Month	Jan. 15–Feb. 28
We Are Fighting for Your Life, American Heart Association	Feb. 1–Feb. 28
Save Your Vision Week	Feb. 1–March 31
March Is Kidney Month, Give to the National Kidney Foundation	March 1–March 31
March Is Red Cross Month	March 1–March 31
Easter Seals, Fight Crippling	March 1–April 22
April Is Child Abuse Prevention Month	April 1–April 30
April Is Organ Donor Awareness Month — Donors Make Miracles	April 1–April 30
Law Day USA Freedom Under Law, May 1	April 1–April 30
Strike Back at Cancer, Give to the American Cancer Society	April 1–April 30
National Carih Asthma Week	April 1–May 6
Only You Can Prevent Forest Fires	April 1–Oct. 31
National Salvation Army Week, 4th Week in May	May 1–May 31
Support Research for "NF," Neurofibromatosis	May 1–May 31
Support Your Mental Health Association	May 1–May 31
National Flag Day, June 14, Pause for the Pledge	May 1–June 14
Goodwill Industries — Our Business Works So People Can	May 1–June 30
Support National Historic Preservation Week	May 9–May 15
National Transportation Week	May 14–May 20
Fight Disease, Support City of Hope Pilot Medical Center	May 15–June 15
Defeat Muscular Dystrophy, Support MDAA	May 15–June 17
Conquer Multiple Sclerosis	May 17–June 17
Conquer Cystic Fibrosis	Sept. 1–Sept. 30
Peace Corps Anniversary, Making a Difference	Sept. 1–Oct. 31
Employ People With Disabilities	Sept. 1–Nov. 30
Give to the United Way	Sept. 15–Nov. 15
Learn About Lupus, October Is Lupus Awareness Month	Oct. 1–Oct. 31
Radon Action Week, Protect Your Family, Test Your Home	Oct. 1–Oct. 31
Support Infection Control Week	Oct. 1–Nov. 30
Help Retarded Children	Nov. 1–Nov. 30
Military Families Recognition Day	Nov. 1–Nov. 30
National Adoption Month	Nov. 1–Nov. 30
National Philanthropy Day, Love of Humankind	Nov. 1–Nov. 30
Use Christmas Seals, Support Your Lung Association	Nov. 8–Dec. 31
Support American Education Week	Nov. 10–Nov. 30
Autistic Children, Hope Through Research and Education	Dec. 1–Dec. 31

**What is an endorsement?** When Postal Service employees provide favorable comments - in writing, on video, or as conference speakers - about the services or products of a company with whom they have postal business interactions, their comments can be used by the company in its promotional efforts.

# ENDORSEMENTS

**Why shouldn't you "endorse" companies?** Because it violates federal ethics regulations. Under the standards of ethical conduct, a postal employee may not use, or permit the use of, his/her position, title, or any authority associated with his position, to endorse non-postal products, services, or enterprises.



# Post Offices

## Post Office Changes

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	04-1728	72323	AR	Chatfield	Crittenden	Main Office	Post Office	06/08/1991	Post Office™ and ZIP Code™ discontinued. Use Hughes AR 72348 as last line of address. Update from PB21791 6-13-91.
New	04-4329	72348	AR	Hughes	Saint Francis	Main Office	Post Office	12/22/2003	
Old	07-3834	81505	CO	Grand Junction	Mesa	Main Office	Post Office	02/28/2004	Realign ZIP Code boundaries. Use Grand Junction CO 81501 as last line of address for the 312 deliveries previously in ZIP Code 81505.
New	07-3834	81501	CO	Grand Junction	Mesa	Main Office	Post Office		
Old	12-5566	30148	GA	Marble Hill	Pickens	Main Office	Post Office	01/04/2004	This announcement expands the use of ZIP Code 30148 to include delivery.
New	12-5566	30148	GA	Marble Hill	Pickens	Main Office	Post Office		
Old	24-0799	02101	MA	Boston	Suffolk	J W McCormack	Classified Station	01/09/2004	Post Office box ZIP Code discontinued. Post Office boxes formerly in 02101 are now delivered under new Post Office box addresses in ZIP Code 02196.
New	24-0799	02196	MA	Boston	Suffolk	Milk Street	Classified Station		
Old	24-0799	02102	MA	Boston	Suffolk	J W McCormack	Classified Station	01/09/2004	Post Office box ZIP Code discontinued. Post Office boxes formerly in 02102 are now delivered under new Post Office box addresses in ZIP Code 02196.
New	24-0799	02196	MA	Boston	Suffolk	Milk Street	Classified Station		
Old	24-0799	02103	MA	Boston	Suffolk	J W McCormack	Classified Station	01/09/2004	Post Office box ZIP Code discontinued. Post Office boxes formerly in 02103 are now delivered under new Post Office box addresses in ZIP Code 02196.
New	24-0799	02196	MA	Boston	Suffolk	Milk Street	Classified Station		
Old	24-0799	02104	MA	Boston	Suffolk	J W McCormack	Classified Station	01/09/2004	Post Office box ZIP Code discontinued. Post Office boxes formerly in 02104 are now delivered under new Post Office box addresses in ZIP Code 02196.
New	24-0799	02196	MA	Boston	Suffolk	Milk Street	Classified Station		
Old	24-0799	02105	MA	Boston	Suffolk	J W McCormack	Classified Station	01/09/2004	Post Office box ZIP Code discontinued. Post Office boxes formerly in 02105 are now delivered under new Post Office box addresses in ZIP Code 02196.
New	24-0799	02196	MA	Boston	Suffolk	Milk Street	Classified Station		

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	24-0799	02106	MA	Boston	Suffolk	J W McCormack	Classified Station		Post Office box ZIP Code discontinued. Post Office boxes formerly in 02106 are now delivered under new Post Office box addresses in ZIP Code 02196.
New	24-0799	02196	MA	Boston	Suffolk	Milk Street	Classified Station	01/09/2004	
Old	24-0799	02107	MA	Boston	Suffolk	J W McCormack	Classified Station		Post Office box ZIP Code discontinued. Post Office boxes formerly in 02107 are now delivered under new Post Office box addresses in ZIP Code 02196.
New	24-0799	02196	MA	Boston	Suffolk	Milk Street	Classified Station	01/09/2004	
Old	24-0799	02208	MA	Boston	Suffolk	J W McCormack	Classified Station		Post Office box ZIP Code discontinued. Post Office boxes formerly in 02208 are now delivered under new Post Office box addresses in ZIP Code 02196.
New	24-0799	02196	MA	Boston	Suffolk	Milk Street	Classified Station	01/09/2004	
Old	24-0799	02209	MA	Boston	Suffolk	J W McCormack	Classified Station		Post Office box ZIP Code discontinued. Post Office boxes formerly in 02209 are now delivered under new Post Office box addresses in ZIP Code 02196.
New	24-0799	02196	MA	Boston	Suffolk	Milk Street	Classified Station	01/09/2004	
Old	26-9230	56583	MN	Tintah	Traverse	Main Office	Post Office	04/25/1997	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Tintah MN 56583 as last line of address.
New	26-1460	56583	MN	Campbell	Traverse	Tintah	Place Name	12/20/2003	
Old	37-3008	58627	ND	Fairfield	Billings	Main Office	Post Office	02/20/1998	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Fairfield ND 58627 as last line of address.
New	37-0768	58627	ND	Belfield	Stark	Fairfield	Place Name	12/27/2003	
Old	37-7104	58362	ND	Penn	Ramsey	Main Office	Post Office	10/25/1996	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Penn ND 58362 as last line of address.
New	37-2368	58362	ND	Devils Lake	Ramsey	Penn	Place Name	12/20/2003	
Old	37-4048	58337	ND	Hamberg	Wells	Main Office	Post Office	11/09/1996	Post Office and ZIP Code discontinued. Establish a place name. Hamberg ND becomes an acceptable last line for use with ZIP Code 58341.
New	37-4240	58341	ND	Harvey	Wells	Hamberg	Place Name	12/20/2003	
Old	41-4428	17538	PA	Landisville	Lancaster	Salunga	Classified Branch	07/13/1981	Classified branch discontinued. Retain ZIP Code. Establish a place name. Use Salunga PA 17538 as last line of address.
New	41-4428	17538	PA	Landisville	Lancaster	Salunga	Place Name	12/06/2003	

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	41-9116	17856	PA	West Milton	Union	New Columbia	Community Post Office	12/06/2003	Community Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use New Columbia PA 17856 as last line of address.
New	41-9116	17856	PA	West Milton	Union	New Columbia	Place Name	06/24/2002	
Old	41-4056	17723	PA	Jersey Shore	Lycoming	Cammal	Community Post Office	04/08/2002	Community Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Cammal PA 17723 as last line of address.
New	41-4056	17723	PA	Jersey Shore	Lycoming	Cammal	Place Name	12/06/2003	
Old	41-9260	18764	PA	Wikes Barre	Luzerne	Main Office	Post Office	01/08/2004	This announcement makes ZIP Code 18764 a Unique ZIP Code for General Hospital.
New	41-9260	18764	PA	Wikes Barre	Luzerne	Main Office	Post Office		
Old	41-9260	18765	PA	Wikes Barre	Luzerne	Main Office	Post Office	01/08/2004	This announcement changes ZIP Code 18765 to be a Unique ZIP Code for Mercy Hospital.
New	41-9260	18765	PA	Wikes Barre	Luzerne	Main Office	Post Office		
Old	41-9260	18766	PA	Wilkes Barre	Luzerne	Main Office	Post Office	01/08/2004	This announcement changes ZIP Code 18766 to be a Unique ZIP Code for Wilkes University.
New	41-9260	18766	PA	Wilkes Barre	Luzerne	Main Office	Post Office		
Old	41-3484	17109	PA	Harrisburg	Dauphin	Colonial Park	Classified Station	10/14/2002	Classified Station discontinued. Retain ZIP Code. Establish a place name. Use Harrisburg PA 17109 as last line of address.
New	41-3484	17109	PA	Harrisburg	Dauphin	Harrisburg	Place Name	12/06/2003	
Old	46-4032	57540	SD	Holabird	Hyde	Main Office	Post Office	10/03/1992	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Holabird SD 57540 as last line of address.
New	46-3906	57540	SD	Highmore	Hyde	Holabird	Place Name	12/20/2003	
Old	46-0216	57421	SD	Amherst	Marshall	Main Office	Post Office	07/28/1997	Post Office discontinued. Retain ZIP Code. Establish a community Post Office. Continue to use Amherst SD 57421 as last line of address.
New	46-1710	57421	SD	Claremont	Brown	Amherst	Community Post Office	12/20/2003	

— Address Management,  
Intelligent Mail and Address Quality, 2-5-04

## MOVER'S GUIDE NEWS

## Spanish-Language Edition of Mover's Guide (Publication 75-S, *La Mudanza*) — Now Printed Four Times a Year

Beginning January 2004, Publication 75-S, *La Mudanza* (the Spanish version of Publication 75, *Mover's Guide*), will be printed four times a year:

- January–March
- April–June
- July–September
- October–December

You may order a 3-month supply of the January–March 2004 edition of *La Mudanza* from the Material Distribution Center (MDC) by using touch-tone order entry (TTOE): Call 800-332-0317, option 2.

*Note:* You must be registered to use TTOE. To register, call 800-332-0317, option 1, extension 2925, and follow the prompts to leave a message. (Wait 48 hours after registering before placing your first order.)

Discard/recycle all copies of expired stock once you receive the 2004 edition.

Use the following information to order Publication 75-S:

<b>PSIN:</b>	PUB 75-S
<b>NSN:</b>	7610-03-000-4096
<b>Unit of Measure:</b>	EA
<b>Minimum Order Quantity:</b>	125
<b>Bulk Pack Quantity:</b>	1,000
<b>Quick Pick Number:</b>	N/A
<b>Price:</b>	\$0.00

If you have any other questions about how to order copies of *La Mudanza*, please contact Dave Fallon of Imagitas at 800-794-8510.

— Address Management,  
Intelligent Mail and Address Quality, 2-5-04

## Retail

### REVISED FORMS 4000-A AND 4000-B

#### Retail Lobby and Employee Observations

Effective February 5, 2004, PS Form 4000-A, *Retail Lobby Observation*, and PS Form 4000-B, *Retail Employee Observation*, have been revised. Both forms are available only on the intranet at <http://blue/usps.gov>; click *Forms*.

The purpose of a lobby observation is to review the total retail environment. Actions on the lobby observation will result in additional revenue opportunities and increased customer satisfaction.

The purpose of the employee observation is to observe interactions between retail associates and customers to determine the level of the employee's sales skills and product knowledge.

Both forms have been revised to reflect changes made to the Mystery Shopper Program for FY 04. Both observations should be conducted at least once a month.

— Retail Operations,  
Delivery and Retail, 2-5-04

### CORRECTION

#### Stamps by Mail Supply Order

The article titled "Notice: Stamps by Mail — Brochure Ordering Information and Print Schedule for 2004" in *Postal Bulletin* 22120 (1-22-04, pages 97–98) included an incorrect version of PS Form 3227-O, *Stamps by Mail Supply*

*Order*. The correct version (January 2002) is included on the next page.

— Service and Marketing Development,  
Delivery and Retail, 2-5-04

**Stamps by Mail Supply Order**

Required Entry ▶

Order No. (mm-dd-yy-ZIP+4) Example: 12-18-00-22209-6057

**You MUST complete ALL fields on this form**

To: STAMPS BY MAIL  
CYRIL-SCOTT CO  
PO BOX 627  
LANCASTER OH 43130-0627

Office Name

Contact Name

Contact Telephone No. *(Include area code)*

Contact Fax No. *(Include area code)*

Telephone No. 800-466-0455

Fax No. 740-689-0210

Contact Email Address

**Quantity**

Item	Specify No. of Packs <i>(500 forms per pack)</i>	Unit Cost	Total
Form 3227 <i>(English)</i>	_____	@ \$11.00 ea. per pkg. =	
Spanish-language forms will be available in the future	_____	@ \$ _____ ea. per pkg. =	
Chinese-language forms will be available in the future	_____	@ \$ _____ ea. per pkg. =	
<b>Total</b>			<b>\$</b>

**Ship to *(Cannot ship to post office boxes):***

*(No., street, apt./ste., city, state, ZIP + 4)*

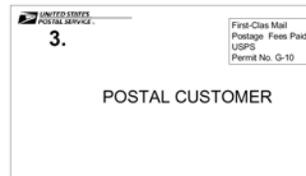
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contact Name

Contact Telephone No. *(Include area code)*

**Imprint Information**

*(Type or print clearly. Printer is not responsible for errors due to illegible or unclear copy.)*



**1.** Imprint Address *(Where order is sent for fulfillment - MUST include ZIP + 4)*    **2 & 3.** Return Address *(MUST include ZIP + 4)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Payment Information:** Orders will be shipped within 35 calendar days after receipt of order.

Actual delivery times will vary based upon the destination and the shipment method used.

VISA IMPAC Card No.: \_\_\_\_\_ Ex. Date \_\_\_\_\_  Check *(Include with order)*  USPS Money Order *(Include with order)*

Requestor Signature

Manager/Supervisor Signature

Funding/Credit Card Official Signature

Date Signed

If shipment is over 20,000 forms (40 packs), enter finance no. to be charged for transportation costs: \_\_\_\_\_



# WALK RIGHT

**Make  
Safety  
Happen.**



ALWAYS BE CAREFUL WHEN WALKING. NEVER RUN. USE STAIRS IN LOADING DOCK AREA. ALWAYS USE HANDRAILS. CLEAN UP STRAPS AND SPILLS SO SOMEONE ELSE WON'T TRIP. DO NOT FINGER PAPER OR MAIL WHILE WALKING ON ICE. WEAR US/SRA SHOES. BE EXTRA CAREFUL IN BAD WEATHER. SHORTEN STRIDE AND MOVE CAREFULLY IN A DRAG-AND-SHOVE SHUFFLE IN SNOW AND ICY CONDITIONS.

**SAFETY DEPENDS ON ME.**

# What's in Store

**USPS and eBay again**

*Small businesses are key*



A new eBay promotion is coming to select Post Offices™. This time, eBay is promoting its role as a marketplace for small businesses. The Postal Service™ again will be featured on posters to be displayed in Post Offices located in eBay's top 10 U.S. markets. These are the same Post Offices that participated in eBay's "Secret Santa" promotion last year. They are New York, Los Angeles, San Francisco-Oakland-San Jose, Chicago, Philadelphia, Boston-Manchester, Washington, D.C. (Hagerstown), Dallas-Ft. Worth, Seattle-Tacoma, and Atlanta.

This promotion coincides with the expansion of the Carrier Pickup program, which makes it even easier for eBay sellers to conduct their business through the Postal Service. While eBay makes it convenient for online entrepreneurs to sell their products, the Postal Service makes it convenient for these sellers to get their packages to buyers.

If your office receives an eBay poster, simply put it up Feb. 19 and take it down April 16. And, of course, be sure to sell the eBay sellers on USPS® products and services!

**Plan ahead for Click-N-Ship Week**

*Start planning now*

The Postal Service launches its 2004 Click-N-Ship® advertising campaign on March 22 with a weeklong promotion targeting unique customer groups for each day of the week. Events organized by small business specialists, retail specialists, and postmasters will include demonstrations of the online shipping service and presentations at customer meetings. National advertising includes radio, print, and direct response, and will run in trade publications and business-focused programming.

Click-N-Ship Week begins with a focus on informing Postal Service employees about the service, how it works, and how it helps customers. The rest of the week builds customer awareness and opens the door to ongoing business relationships with unique customer groups in the small business segment.

Monday, March 22 — Employee Day and Media Launch

Tuesday, March 23 — Small Business Day

## What's in Store

---

Wednesday, March 24 — University Day

Thursday, March 25 — Shippers' Day

Friday, March 26 — Home Office/Household User Day

More information on how to organize events is coming. Watch for the March 4 *Postal Bulletin*. It will include the Click-N-Ship Week Postmaster's Kit (service talk, newsbreak, communications contacts, and more).

### Out with the old

*POP online*

It's the New Year drive period — do you know where your point-of-purchase (POP) materials are? They should be on display right now. Be sure to keep your POP elements current. The New Year drive period features timesaving products and services for small businesses — Priority Mail® bundles and Click-N-Ship service. Check out all the POP materials on Marketing's Web site. Go to [blue.usps.gov/marketing](http://blue.usps.gov/marketing) and click on the link for the current ad campaign.

### Off the rink

*Remember:  
Feb. 13*

The roller-skating Santa and Reindeer holiday FIRSTCLASS PHONECARD® multipack — four phone cards for \$20 — will expire Feb. 13. Please use the phone card destruction form and destroy all holiday multipack phone cards after Feb. 13. If you have any questions, contact your district retail manager. Remember to fax a copy of the destruction form to your district retail manager.

More information and a new destruction form will be sent to offices in early February.

### Feedback

Send comments and questions to:

WHATS IN STORE  
US POSTAL SERVICE  
1735 N LYNN ST RM 6042  
ARLINGTON VA 22209-6057

## What's in Store

### Retail Coaches Corner

#### This month's edition has information about **Parcel Return Services.**

The Postal Service™ is conducting a 2-year test for parcel services that is designed to make returns easier and more convenient. The new service is called Parcel Return Services (PRS) and offers competitive pricing for participating merchants who pick up returned parcels in bulk at a designated delivery unit or bulk mail center serving the consumer.

PRS provides three rate categories:

- Parcel Select® Return Delivery Unit (RDU) — Parcels returned and picked up at the delivery unit of the consumer.
- Parcel Select Return Bulk Mail Center (RBMC) — Parcels returned and picked up at the BMC serving the delivery unit of the consumer.
- Bound Printed Matter (BPM) Return Bulk Mail Center — Similar to Parcel Select RBMC except the contents must qualify as BPM.

As a sales and services associate (SSA), you will need to be able to identify and know how to accept and process the three different types of PRS parcels. Each of the rate categories is identified by a different label.

**RDU:** The legend box on RDU labels will read "Parcel Select Return Service." The address on the label will be as follows: "**RETURN DELIVERY UNIT**" on the first line, the physical location of the RDU on the second line, the city/state on the third line, then the RDU ZIP Code™ on the last line. If the parcel is for the RDU, it should be held for pickup, scanned as "Available for Pickup" when received, and scanned "Picked up by Agent" when the merchant/agent picks up the parcel. If the RDU parcel is *not* for the RDU, it should be sent to the BMC without any scans.

Oversized RDU parcels for RDUs need to be scanned, using the mobile data collection device, under the "Random Sampling" option. The following is the process that should be used to scan oversized parcels:

- Select Main Option Menu.
- Select Option A Returns Mode.

- Select Option #2 Random Sampling.
- Scan the barcode.
- Hit Enter.
- Input "69" in the pounds field.
- Hit Enter.

#### What Is An Oversized Parcel?

Oversized parcels are parcels of more than 108 inches in combined length and girth, but not more than 130 inches in combined length and girth, that are mailable at the applicable oversized rate.

Local management will determine if the RDU parcels for the RDU should be scanned by retail associates or back office clerks.

**RBMC:** The legend box on RBMC labels will read "Parcel Select Return Service" or "Bound Printed Matter (BPM) Return Service." The address on the label will be as follows: "**RETURN BULK MAIL CENTER**" on the first line, the physical location of the RBMC on the second line, the city/state on the third line, then the valid ZIP Code assigned in the range 56901 through 56999 on the last line. RBMC parcels that are destined for the BMC do not require scanning and should be sent to the BMC for processing.

#### Did You Know?

PRS is paid for by the mailer, and SSAs are not to attach Special Services to packages with one of the three PRS labels described above. If a customer doesn't want to use the mailer-provided preprinted PRS label, SSAs should advise the customer to contact the mailer to obtain the proper return address. The return address on the PRS label should not be used by customers reshipping their own packages without the preprinted PRS label. ZIP Code range 56901 through 56999 is valid for RBMC and BPM labels only. Do not deface ZIP Codes on PRS labels.

## What's in Store

# february

retail employee bulletin

New Year '04 Retail Drive Period

12/27/03 – 03/31/04

## Out With Panels, In With Standees

Because we'd like to cut the clutter in all Post Office<sup>®</sup> lobbies to make existing and new signage more effective, Queue Panels have been replaced with cleaner, easier-to-display Queue Standees.

- Remove all Queue Panels that may still be on display in your lobby and remove any corresponding hardware.
- Please remember to place the Standees in a spot where your customers can see them best.

Thank you for your cooperation!



## New FIRSTCLASS PHONECARD Destruction Form and Process

As you probably know, when the rate changes on FIRSTCLASS PHONECARDS<sup>®</sup> (FCPCs), old cards must be destroyed and replaced with new. Though new cards are not arriving this month, a new process for destroying them has been developed.

After you've destroyed the old FCPCs, forward a copy of the new destruction form to your local district retail manager's office. **DO NOT** fax the destruction form to the Retail Merchandise Center (RMC) as indicated at the bottom of the form.

New destruction forms will be sent out in the near future.

Contact your local district retail manager if you have questions.

## What's in Store

# february

retail employee bulletin

New Year '04 Retail Drive Period

12/27/03 – 03/31/04

## NetStamps Hope to Net Results

Your office may be one of the locations to have received a package of NetStamps in December. NetStamps make it easier for customers to print postage via the Internet using a personal computer and a printer. They are being tested in 150 locations across the country.

## New Packaged Stamp Hardware

All Postal Stores will receive a shipment in early February of a bag of 20 NEW enhanced slatwall pegs with attached holders, a set of 24 label cards, and a NEW Packaged Stamp Planogram.

The initial shipment is free to the field. Additional quantities may be ordered from the MDC at a minimal cost.

Please substitute the new pegs with cards for the existing pegs on the slatwall.

## A Resource for Small Business Customers

Originally, the Business Solutions Display was introduced to the larger Post Offices<sup>®</sup>. More recently, it was launched in select smaller offices.



It's become a one-stop destination for small business customers by displaying relevant brochures in one centralized location.

- Please place the Business Solutions Display near the queue line on the writing table or parcel slide.
- To reorder brochures, call 1-800-711-0428 and follow the prompts.

Refer to the "Retail Employee Calendar" hanging in the Employee Zone of your Post Office<sup>™</sup> for additional information.  
Visit <http://retail.usps.gov> to access the Retail Intranet Site.

# What's in Store

# february

retail employee bulletin

New Year '04 Retail Drive Period  
12/27/03 – 03/31/04



Maggie Matos  
Sales and Services Associate  
7 years of service

	SUN	MON	TUES	WED	THUR	FRI
	1	2	3	4	5	6
SAT		Groundhog Day				Gather VESS data for January
7	8	9	10	11	12	13 \$ <sup>S</sup> payday! Last day for districts to input VESS data for January
14	15	16 Offices closed WASHINGTON'S BIRTHDAY (PRESIDENTS' DAY)	17	18	19	20
Valentine's Day	21	22	23	24	25	26
				Ash Wednesday		27 \$ <sup>S</sup> payday!
28	29					



## focus!

Make sure you throw away all old Queue Panels and hardware that you might have in your Post Office™. Embrace the clean look for a fresh start in the new year!

Refer to the "Retail Employee Calendar" hanging in the Employee Zone of your Post Office™ for additional information. Visit <http://retail.usps.gov> to access the Retail Intranet Site.

# Want to know who signed for it?

**4** Priority Mail service with **Signature Confirmation<sup>SM</sup>** service

from  
**\$5.65**



usps.com

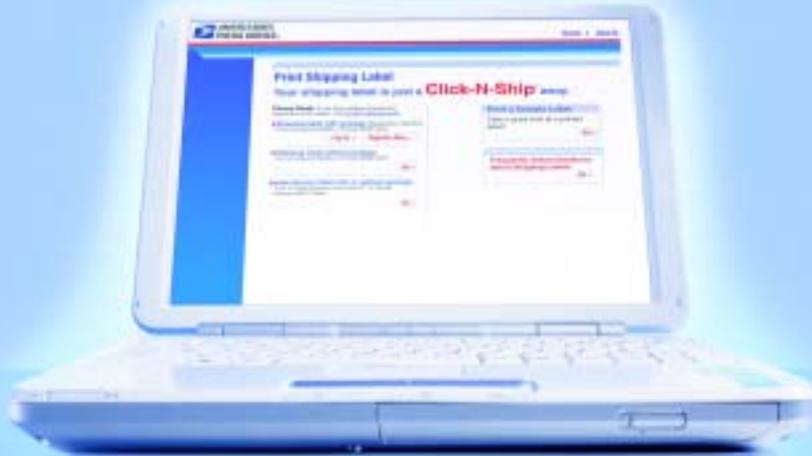




475 L'ENFANT PLAZA SW  
WASHINGTON DC 20260-5540

First-Class Mail  
Postage & Fees Paid  
USPS  
Permit No. G-10

Next time,  
try shipping online.



[usps.com/clicknship](https://usps.com/clicknship)



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