

**DEPARTMENT OF EDUCATION****34 CFR Parts 639, 651, 652, and 667****Removal of Regulations****AGENCY:** Department of Education.**ACTION:** Final regulations.

**SUMMARY:** The Secretary amends the Code of Federal Regulations (CFR) to remove unnecessary and obsolete regulations. The regulations removed are 34 CFR parts 639 (Law School Clinical Experience Program), 651 (Training in the Legal Profession), 652 (National Science Scholars Program), and 667 (State Postsecondary Review Program). As a result of new legislation, absence of funding, and review in accordance with the President's regulatory reinvention initiative, the Secretary has determined that these regulations are no longer needed.

**EFFECTIVE DATE:** Parts 651, 652, and 667 are removed effective June 25, 1996. Part 639 is removed effective September 30, 1996.

**FOR FURTHER INFORMATION CONTACT:** Kenneth C. Depew, U.S. Department of Education, Room 5112, FB-10, 600 Independence Avenue, SW, Washington, DC 20202-2241. Telephone: (202) 401-8300. Individuals who use a telecommunications device for the deaf (TDD) may call the Federal Information Relay Service (FIRS) at 1-800-877-8339 between 8 a.m. and 8 p.m., Eastern time, Monday through Friday.

**SUPPLEMENTARY INFORMATION:** President Clinton's memorandum of March 4, 1995, titled "Regulatory Reinvention Initiative," directed heads of departments and agencies to review all existing regulations to eliminate those that are outdated and modify others to increase flexibility and reduce burden. The Department has undertaken a thorough review of its existing regulations and has identified the regulations removed by this document as obsolete or unnecessary. Additional obsolete and unnecessary regulations were previously removed on May 23, 1995 (60 FR 27223) and on April 29, 1996 (61 FR 18680) as part of the Regulatory Reinvention Initiative.

The regulations being removed are no longer necessary to administer the program, have been superseded by new legislation, or were issued to implement a program that is no longer funded. To the extent that regulations are needed to implement new legislation, they will be issued separately from this document. Any determination to issue new regulations will be carefully considered to ensure that it is consistent with the

President's regulatory reform efforts and the principles in Executive Order 12866.

The Department is continuing to review its other existing regulations thoroughly in consultation with its customers and partners. To the extent the Secretary can identify further opportunities for regulatory reinvention, the Secretary will propose appropriate amendments to revise or eliminate outdated provisions, reduce burden, and increase flexibility.

**Waiver of Proposed Rulemaking**

In accordance with the Administrative Procedure Act (5 U.S.C. 553), it is the practice of the Secretary to offer interested parties the opportunity to comment on proposed regulations. However, these regulations merely reflect statutory changes and remove unnecessary and obsolete regulatory provisions. Removal of the regulations does not establish or affect substantive policy. Therefore, the Secretary has determined, pursuant to 5 U.S.C. 553(b)(B), that public comment is unnecessary and contrary to the public interest. For the same reasons the Secretary waives the 30-day delayed effective date in 5 U.S.C 553(d).

**Paperwork Reduction Act of 1980**

These regulations have been examined under the Paperwork Reduction Act of 1980 and have been found to contain no information collection requirements.

**Assessment of Educational Impact**

Based on its own review, the Department has determined that the regulations in this document do not require transmission of information that is being gathered by or is available from any other agency or authority of the United States.

**List of Subjects****34 CFR Part 639**

College and universities, Grant programs-education, Law.

**34 CFR Part 651**

Colleges and universities, Grant programs-education, Law.

**34 CFR Part 652**

Grant programs-education, Science and technology, Student aid.

**34 CFR Part 667**

Colleges and universities, Grant programs-education, Student aid. (Catalog of Federal Domestic Assistance numbers do not apply.)

Dated: June 19, 1996.

David A. Longanecker,  
*Assistant Secretary for Postsecondary Education.*

For reasons stated in the preamble, under the authority at 20 U.S.C. 1221e-3, the Secretary amends Title 34 of the Code of Federal Regulations by removing Parts 639, 651, 652, and 667.

**PARTS 639, 651, 652 and 667—  
[REMOVED]**

[FR Doc. 96-16082 Filed 6-24-96; 8:45 am]

BILLING CODE 4000-01-P

**POSTAL RATE COMMISSION****39 CFR Part 3001**

[Docket Nos. RM96-1, MC95-1 and MC96-1; Order No. 1119]

**Amendments to Domestic Mail Classification Schedule: Mail Classification Reform, Classification Reform I (MC95-1) and Experimental First-Class and Priority Mail Small Parcel Automation Rate Category (MC96-1)**

**AGENCY:** Postal Rate Commission.**ACTION:** Final rule.

**SUMMARY:** This final rule sets forth the changes to the Domestic Mail Classification Schedule (DMCS) and the accompanying rate changes as a result of recent Governors' Decisions on Recommended Decisions of the Postal Rate Commission in Docket Nos. MC95-1 and MC96-1. As a result of Docket No. MC95-1, substantial changes were made in the classification provisions for postal services to reflect the reformed classification of mail. Docket No. MC96-1 established experimental automation rate categories and 4-cent per piece discounts for certain bulk barcoded First-Class and Priority Mail small parcels entered for processing at three test sites. For this reason, Appendix A to Subpart C has been revised in its entirety.

**EFFECTIVE DATE:** July 1, 1996.

**FOR FURTHER INFORMATION CONTACT:** Stephen L. Sharfman, Legal Advisor, Postal Rate Commission, 1333 H Street, NW, Suite 300, Washington, DC 20268-0001, (202) 789-6820.

**SUPPLEMENTARY INFORMATION:** On March 24, 1995, the United States Postal Service, pursuant to its authority under 39 U.S.C 3621 et seq., filed with the Postal Rate Commission (Commission) a request for a recommended decision on mail classification reform. The Commission designated the Postal

Service request as Docket No. MC95-1 and published a notice in the Federal Register on April 3, 1995, (60 FR 16888-16893), describing the Postal Service filing and offering interested participants an opportunity to intervene. Sixty-eight intervenors and the Commission's Office of the Consumer Advocate participated. The Commission held formal, on-the-record hearings, and received testimony from both Postal Service and intervenor witnesses. Parties filed briefs, reply briefs and participated in oral argument.

On January 26, 1996, the Commission issued its Opinion and Recommended Decision in Docket No. MC95-1. The Decision included recommended revisions to the DMCS. See Docket No. MC95-1 Opinion and Recommended Decision, January 26, 1996, Appendix Two.

On March 4, 1996, the Governors of the United States Postal Service, pursuant to their authority under 39 U.S.C. 3625, issued two separate decisions. In the Decision of the Governors of the United States Postal Service on the Recommended Decisions of the Postal Rate Commission on Courtesy Envelope Mail and Bulk Parcel Post, the Governors rejected the Commission's recommendation for establishing a "shell" rate category for prebarcoded Courtesy Envelope Mail and the recommended language defining Bulk Parcel Post. The Governors rejected the DMCS language recommendation for §§ 221.23 (CEM) and § 322.13 (Bulk Parcel Post), and left in effect the current provision for Bulk Parcel Post, § 400.0202. In the Decision of the Governors of the United States Postal Service on the Recommended Decision of the Postal Rate Commission on Classification Reform I, Docket No. MC95-1 the Governors approved the Commission's recommendations on all other DMCS provisions and rate changes. July 1, 1996 was set as the effective date for those changes.

On December 19, 1995, the United States Postal Service, pursuant to its authority under 39 U.S.C. 3621 et. seq., filed a request with the Postal Rate Commission for an expedited decision on an experimental rate category for specific types of First-Class and Priority Mail. The filing was designated as Docket No. MC96-1 and a notice of the filing, and a description of the Postal Service proposal, was published in the Federal Register on December 27, 1995, (60 FR 66999-67000). The notice established a period for interested participants to intervene. The Commission determined that the Postal Service request met the conditions of an

experimental offering and established an expedited schedule for this review.

In accordance with 39 U.S.C. 3624, on March 13, 1996, the Commission issued its Opinion and Recommended Decision on the Postal Service's request. The Commission recommended the establishment of the experimental automation rate category for a two year period and Appendix Two, Part B, to its Decision contains the DMCS provisions for this rate category.

On April 8, 1996, the Governors issued a decision accepting the Recommended Decision of the Postal Rate Commission, and by Resolution No. 96-3 established April 28, 1996 as the effective date for implementation. Decision of the Governors of the United States Postal Service on the Recommended Decision of the Postal Rate Commission on the Experimental First-Class and Priority Mail Small Parcel Automation Rate Category, Docket No. MC96-1, April 1, 1996.

The amendments to the DMCS which are published in this order reflect the Governors' decisions of March 4, 1996 and April 1, 1996. These revisions are published as a final rule, since procedural safeguards and ample opportunity for opposition have already been afforded to all interested persons.

#### Regulatory Flexibility Act

Pursuant to 5 U.S.C. 605(b) of the Regulatory Flexibility Act, the Commission certifies that this rulemaking is not expected to have a significant economic impact on a substantial number of small entities. Accordingly, regulatory flexibility analysis is not required.

#### List of Subjects in 39 CFR Part 3001

Administrative practice and procedure, Postal Service.

For reasons set out in the preamble, 39 CFR part 3001 is revised as follows:

### **PART 3001—RULES OF PRACTICE AND PROCEDURE**

1. The authority citation for part 3001 continues to read as follows:

Authority: 39 U.S.C. 404(b), 3603, 3622-3624, 3661, 3662.

2. Appendix A to Subpart C—Postal Service Rates and Charges is revised to read as follows:

### Appendix A to Subpart C—Postal Service Rates and Charges

#### Table of Contents

#### General Definitions, Terms and Conditions—Sections 1000 through 6030

#### Classification Schedule 100—Expedited Mail

##### Sec.

110	Definition
120	Description of Services
121	Same Day Airport Service
122	Custom Designed Service
123	Next Day Service and Second Day Service
130	Physical Limitations
140	Postage and Preparation
150	Deposit and Delivery
151	Deposit
152	Receipt
153	Service
154	Forwarding and Return
160	Ancillary Services
170	Rates and Fees
180	Insurance and Indemnity
181	Insurance Coverage
182	Indemnity Coverage
183	Insurance Claims and Procedures
184	Refunds

#### Classification Schedule 200—First-Class Mail

##### Sec.

210	Definition
220	Description of Subclasses
221	Letters and Sealed Parcels Subclass
222	Postal and Post Cards Subclass
223	Priority Mail
230	Physical Limitations
231	Size and Weight
232	Nonstandard Size Mail
240	Postage and Preparation
250	Deposit and Delivery
251	Deposit
252	Service
253	Forwarding and Return
260	Ancillary Services
270	Rates and Fees
280	Authorizations and Licenses

#### Classification Schedules 300—Standard Mail

##### Sec.

310	Definition
311	General
312	Printed Matter
313	Written Additions
320	Description of Subclasses
321	Subclasses Limited to Mail Weighing Less Than 16 Ounces
322	Subclasses Limited to Mail Weighing 16 Ounces or More
323	Subclasses with No 16-Ounce Limitation
330	Physical Limitations
331	Size
332	Weight
333	Nonstandard Size Mail
340	Postage and Preparation
341	Postage
342	Preparation
343	Non-Identical Pieces
344	Attachments and Enclosures
350	Deposit and Delivery
351	Deposit
352	Service
353	Forwarding and Return
360	Ancillary Services
361	All Subclasses

362 Single Piece, Parcel Post, Bound Printed Matter, Special, and Library Subclasses

370 Rates and Fees

380 Authorizations and Licenses

381 Regular, Enhanced Carrier Route, and Nonprofit Subclasses

382 Special Subclass

383 Parcel Post Subclass

Classification Schedule 400—Periodicals

Sec.

410 Definition

411 General Requirements

412 General Publications

413 Requester Publications

414 Publications of Institutions and Societies

415 Publications of State Departments of Agriculture

416 Foreign Publications

420 Description of Subclasses

421 Regular Subclass

422 [Reserved]

423 Preferred Rate Periodicals

430 Physical Limitations

440 Postage and Preparation

441 Postage

442 Presortation

443 Attachments and Enclosures

444 Identification

445 Filing of Information

446 Enclosures and Supplements

450 Deposit and Delivery

451 Deposit

452 Service

453 Forwarding and Return

460 Ancillary Services

470 Rates and Fees

480 Authorizations and Licenses

481 Entry Authorizations

482 Preferred Rate Authorization

483 Mailing by Publishers and News Agents

434 Fees

Classification Schedule SS-1—Address Correction Service

Classification Schedule SS-2—Business Reply Mail

Classification Schedule SS-3—Caller Service

Classification Schedule SS-4—Certificate of Mailing

Classification Schedule SS-5—Certified Mail

Classification Schedule SS-6—Collect on Delivery Service

Classification Schedule SS-8—Domestic Postal Money Orders

Classification Schedule SS-9—Insured Mail

Classification Schedule SS-10—Post Office Box Service

Classification Schedule SS-11—Mailing List Services

Classification Schedule SS-12—On-Site Meter Setting

Classification Schedule SS-13—Parcel Airlift (PAL)

Classification Schedule SS-14—Registered Mail

Classification Schedule SS-15—Restricted Delivery

Classification Schedule SS-16—Return Receipts

Classification Schedule SS-17—Special Delivery

Classification Schedule SS-18—Special Handling

Classification Schedule SS-19—Stamped Envelopes

Classification Schedule SS-20—Merchandise Return

Rate Schedules

General Definitions, Terms and Conditions

#### 1000 GENERAL DEFINITIONS

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

##### 1001 Advertising

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

##### 1002 Aspect Ratio

Aspect ratio is the ratio of width to length.

##### 1003 Bills and Statements of Account

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

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

1003.3 A bill or statement of account must present the particulars of an indebtedness with sufficient definiteness to inform the debtor of the amount he is required to pay to acquit himself of the debt. However, neither a bill nor a statement of account need state the precise amount if it contains sufficient information to enable the debtor to determine the exact amount of the claim asserted.

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

##### 1004 Girth

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

##### 1005 Invoice

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

##### 1006 Permit Imprints

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

##### 1007 Preferred Rates

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

##### 1008 ZIP Code

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

#### 2000 DELIVERY OF MAIL

##### 2010 Delivery Services

The Postal Service provides the following modes of delivery:

- a. Caller service. The fees for caller service are set forth in Rate Schedule SS-10.
- b. Carrier delivery service.
- c. General delivery.
- d. Post office box service. The fees for post office box service are set forth in Rate Schedule SS-10.

##### 2020 Conditions of Delivery

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

2022 Refusal of Delivery. The addressee may control delivery of his mail. The addressee may refuse to accept a piece of mail that does not require a delivery receipt at the time it is offered for delivery or after delivery by returning it unopened to the Postal Service. For mail that requires a delivery receipt, the addressee or his representative may read and copy the name of the sender of registered, insured, certified, COD, return receipt, and Express Mail prior to accepting delivery. Upon signing the delivery receipt the piece may not be returned to the Postal Service without the applicable postage and fees affixed.

2023 Receipt. If a signed receipt is required, mail will be delivered to the addressee (or competent member of his

family), to persons who customarily receive his mail or to one authorized in writing to receive the addressee's mail.

2024 Jointly Addressed Mail. Mail addressed to several persons may be delivered to any one of them. When two or more persons make conflicting orders for delivery for the same mail, the mail shall be delivered as determined by the Postal Service.

2025 Commercial Mail Receiving Agents. Mail may be delivered to a commercial mail receiving agency on behalf of another person. In consideration of delivery of mail to the commercial agent, the addressee and the agent are considered to agree that:

a. No change of address order will be filed with the post office when the agency relationship is terminated;

b. When remailed by the commercial agency, the mail is subject to payment of new postage.

2026 Mail Addressed To Organizations. Mail addressed to governmental units, private organizations, corporations, unincorporated firms or partnerships, persons at institutions (including but not limited to hospitals and prisons), or persons in the military is delivered as addressed or to an authorized agent.

2027 Held Mail. Mail will be held for a specified period of time at the office of address upon request of the addressee, unless the mail:

a. Has contrary retention instructions;

b. Is perishable; or

c. Is registered, COD, insured, return receipt, certified, or Express Mail for which the normal retention period expires before the end of the specified holding period.

#### 2030 Forwarding and Return

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

2032 Return. Return is the delivery of undeliverable-as-addressed mail to the sender.

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

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

for a period of time specified by the Postal Service.

### 3000 POSTAGE AND PREPARATION

#### 3010 Packaging

Mail must be packaged so that:

a. The contents will be protected against deterioration or degradation;

b. The contents will not be likely to damage other mail, Postal Service employees or property, or to become loose in transit;

c. The package surface must be able to retain postage indicia and address markings;

d. It is marked by the mailer with a material which is not readily water soluble nor which can be easily rubbed off or smeared, and the marking will be sharp and clear.

#### 3020 Envelopes

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

#### 3030 Payment of Postage and Fees

Postage must be fully prepaid on all mail at the time of mailing, except as authorized by law or this Schedule. Except as authorized by law or this Schedule, mail deposited without prepayment of sufficient postage shall be delivered to the addressee subject to payment of deficient postage, returned to the sender, or otherwise disposed of as prescribed by the Postal Service. Mail deposited without any postage affixed will be returned to the sender without any attempt at delivery.

#### 3040 Methods for Paying Postage and Fees

Postage for all mail may be prepaid by postage meter, adhesive stamps, or permit imprint, unless otherwise limited or prescribed by the Postal Service. The following methods of paying postage and fees require prior authorization from the Postal Service:

a. Permit imprint,

b. Postage meter,

c. Precanceled stamps, precanceled envelopes, and mailer's precanceled postmarks.

#### 3050 Authorization Fees

Fees for authorization to use a permit imprint are set forth in Rate Schedule 1000. No fee is charged for authorization to use a postage meter. Fees for setting postage meters are set forth in Rate Schedule SS-12. No fee is charged for authorization to use precanceled stamps, precanceled envelopes or mailer's precanceled postmark.

#### 3060 Special Service Fees

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

#### 3070 Marking of Unpaid Mail

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

#### 3080 Refund of Postage

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

#### 3090 Calculation of Postage

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

### 4000 POSTAL ZONES

#### 4010 Geographic Units of Area

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

#### 4020 Measurement of Zone Distances

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

**4030 Definition of Zones**

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

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

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

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

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

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

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

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

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

**4040 Zoned Rates**

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

**4050 APO/FPO Mail**

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

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

**5000 PRIVACY OF MAIL****5010 First-Class and Express Mail**

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

**5020 All Other Mail**

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

**6000 MAILABLE MATTER****6010 General**

Mailable matter is any matter which:

- Is not mailed in contravention of 39 U.S.C. Chapter 30, or of 17 U.S.C. 109;
- While in the custody of the Postal Service is not likely to become damaged itself, to damage other pieces of mail, to cause injury to Postal Service employees or to damage Postal Service property; and

- Is not mailed contrary to any special conditions or limitations placed on transportation or movement of certain articles, when imposed under law by the U.S. Department of the Treasury; U.S. Department of Agriculture; U.S. Department of Commerce; U.S. Department of Health and Human Services, U.S. Department of Transportation; and any other Federal department or agency having legal jurisdiction.

**6020 Minimum Size Standards**

The following minimum size standards apply to all mailable matter:

- All items must be at least 0.007 inches thick, and
- all items, other than keys and identification devices, which are 0.25 inch thick or less must be
  - rectangular in shape,
  - at least 3.5 inches in width, and
  - at least 5 inches in length.

**6030 Maximum Size and Weight Standards**

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

**Expedited Mail Classification Schedule****110 DEFINITION**

Expedited Mail is mail matter entered as Express Mail in accordance with the provisions of this Schedule. Any matter eligible for mailing may, at the option of the mailer, be mailed as Express Mail.

**120 Description of Services****121 Same Day Airport Service**

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

**122 Custom Designed Service**

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

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

- The scheduled place for each shipment tendered for service to each specific destination;
- Scheduled place for claim, or delivery, at destination for each scheduled shipment;

c. Scheduled time of day for tender at origin and for claim or delivery at destination.

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

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

122.5 Termination of Service Agreement

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

a. Service cannot be provided for reasons beyond the control of the Postal Service or because of changes in Postal Service facilities or operations, or

b. The mailer fails to adhere to the terms of the service agreement or this schedule.

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

123 Next Day Service and Second Day Service

123.1 Availability of Services. Next Day and Second Day Services are available at designated retail postal facilities or locations for items tendered by the time or times prescribed by the Postal Service. Next Day Service is available for overnight delivery. Second Day Service is available for second day delivery.

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

**130 PHYSICAL LIMITATIONS**

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

**140 POSTAGE AND PREPARATION**

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

**150 DEPOSIT AND DELIVERY**

151 Deposit

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

152 Receipt

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

153 Service

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

154 Forwarding and Return

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

**160 ANCILLARY SERVICES**

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

Service	Schedule
a. Address correction .....	SS-1
b. Return receipts .....	SS-16
c. COD .....	SS-6

**170 RATES AND FEES**

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

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

**180 INSURANCE AND INDEMNITY**

181 Insurance Coverage

Express Mail is insured against loss, damage or rifling at no additional charge.

182 Indemnity Coverage

182.1 Payment of Indemnity. Indemnity will be paid by the Postal Service as follows:

a. For document reconstruction the maximum liability is \$50,000 per piece,

up to \$500,000 per occurrence regardless of the number of claimants, to be paid under terms and conditions prescribed by the Postal Service.

b. For merchandise the maximum liability is \$500 to be paid under terms and conditions prescribed by the Postal Service.

c. For mailings valued at \$15 or less, for negotiable items, or currency or bullion, the indemnity is \$15 to be paid under terms and conditions prescribed by the Postal Service.

182.2 Indemnity Not Available. Indemnity will not be paid by the Postal Service for loss, damage or rifling:

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

183 Insurance Claims And Procedures

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

184 Refunds

184.1 Same Day Airport. The Postal Service will refund the postage for Same Day Airport Express Mail not available for claim by the time specified, unless the delay is caused by:

- a. Strikes or work stoppage;
- b. Delay or cancellation of flights; or
- c. Governmental action beyond the control of Postal Service or air carriers.

184.2 Custom Designed. Except where a service agreement provides for claim, or delivery, of Custom Designed Express Mail more than 24 hours after scheduled tender at point of origin, the Postal Service will refund postage for such mail not available for claim, or not delivered, within 24 hours of mailing, unless the item was delayed by strike or work stoppage.

184.3 Next Day. Unless the item was delayed by strike or work stoppage, the Postal Service will refund postage for Next Day Express Mail not available for claim or not delivered:

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

184.4 Second Day. Unless the item was delayed by strike or work stoppage, the Postal Service will refund postage for Second Day Express Mail not available for claim or not delivered:

- a. By 10:00 a.m., or earlier time(s) prescribed by the Postal Service, of the

second delivery day in the case of Post Office-to-Post Office service;

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

First-Class Mail Classification Schedule

## 210 DEFINITION

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

a. Mail sealed against postal inspection as set forth in section 5000;

b. Matter wholly or partially in handwriting or typewriting except as specifically permitted by sections 312, 313, 323, 344.22, and 446;

c. Matter having the character of actual and personal correspondence except as specifically permitted by sections 312, 313, 323, 344.22, and 446; and

d. Bills and statements of account.

## 220 DESCRIPTION OF SUBCLASSES

### 221 Letters and Sealed Parcels Subclass

221.1 General. The Letters and Sealed Parcels subclass consists of First-Class Mail weighing 11 ounces or less that is not mailed under section 222 or 223.

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

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

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

a. Is prepared in a mailing of at least 500 pieces;

b. Is presorted, marked, and presented as prescribed by the Postal Service; and

c. Meets the addressing and other preparation requirements prescribed by the Postal Service.

221.23 [Reserved]

221.24 Nonstandard Size Surcharge. Regular rate category Letters and Sealed Parcels subclass mail is subject to a surcharge if it is nonstandard size mail, as defined in section 232.

221.25 Presort Discount for Pieces Weighing More Than Two Ounces. Presort rate category Letters and Sealed Parcels subclass mail is eligible for an additional presort discount on each piece weighing more than two ounces.

221.3 Automation Rate Categories—Letters and Flats

221.31 General. The automation rate categories consist of Letters and Sealed Parcels subclass mail weighing 11 ounces or less that:

a. Is prepared in a mailing of at least 500 pieces;

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

c. Bears a barcode representing not more than 11 digits (not including "correction" digits) as prescribed by the Postal Service; and

d. Meets the machinability, addressing, barcoding, and other preparation requirements prescribed by the Postal Service.

221.32 Basic Rate Category. The basic rate category applies to letter-size automation rate category mail not mailed under section 221.33, 221.34, or 221.35.

221.33 Three-Digit Rate Category. The three-digit rate category applies to letter-size automation rate category mail presorted to single or multiple three-digit ZIP Code destinations as prescribed by the Postal Service.

221.34 Five-Digit Rate Category. The five-digit rate category applies to letter-size automation rate category mail presorted to single or multiple five-digit ZIP Code destinations as prescribed by the Postal Service.

221.35 Carrier Route Rate Category. The carrier route rate category applies to letter-size automation rate category mail presorted to carrier routes. It is available only for those carrier routes prescribed by the Postal Service.

221.36 Basic Flats Rate Category. The basic flats rate category applies to flat-size automation rate category mail not mailed under section 221.37.

221.37 Three- and Five-Digit Flats Rate Category. The three- and five-digit flats rate category applies to flat-size automation rate category mail presorted to single or multiple three- and five-digit ZIP Code destinations as specified by the Postal Service.

221.38 Nonstandard Size Surcharge. Flat-size automation rate category pieces are subject to a surcharge if they are

nonstandard size mail, as defined in section 232.

221.39 Presort Discount for Pieces Weighing More Than Two Ounces. Presorted automation rate category mail is eligible for an additional presort discount on each piece weighing more than two ounces.

221.4 Automation Rate Category—Parcels

221.41 Prebarcoded Parcel Rate Category. The prebarcoded parcel rate category applies to Letters and Sealed Parcels subclass nonpresorted mail that:

a. Is prepared in a mailing of at least 50 pieces;

b. Bears a barcode as prescribed by the Postal Service;

c. Is marked and presented as prescribed by the Postal Service; and

d. Meets the machinability, addressing, barcoding, and other preparation requirements prescribed by the Postal Service.

This provision is applicable only to mailings entered for processing at no more than six facilities designated by the Postal Service. This provision expires April 28, 1998.

222 Postal and Post Cards Subclass

### 222.1 Definition

222.11 Postal Card. A postal card is a card with postage imprinted or impressed on it and supplied by the Postal Service for the transmission of messages.

222.12 Post Card. A post card is a privately printed mailing card for the transmission of messages. To be eligible to be mailed as a First-Class post card, a card must be of uniform thickness and must not exceed any of the following dimensions:

a. 6 inches in length;

b. 4 1/4 inches in width;

c. 0.016 inch in thickness.

222.13 Double Cards. Double postal or post cards may be mailed as postal or post cards. A double postal or post card consists of two attached cards, one of which may be detached by the receiver and returned by mail as a single postal or post card.

222.2 Restriction. A mailpiece with any of the following characteristics is not mailable as a postal or post card unless it is prepared as prescribed by the Postal Service:

a. Numbers or letters unrelated to postal purposes appearing in the address portion of the card;

b. Punched holes;

c. Vertical tearing guide;

d. An address portion which is smaller than the remainder of the card.

**222.3 Regular Rate Categories**

**222.31 Single Piece Rate Category.** The single piece rate category applies to regular rate Postal and Post Cards subclass mail not mailed under section 222.32.

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

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

**222.4 Automation Rate Categories**

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

- a. Is prepared in a mailing of at least 500 pieces;
- b. Is presorted, marked, and presented as specified by the Postal Service;
- c. Bears a barcode representing not more than 11 digits (not including "correction" digits) as prescribed by the Postal Service; and
- d. Meets the machinability, addressing, barcoding, and other preparation requirements prescribed by the Postal Service.

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

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

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

**222.45 Carrier Route Rate Category.** The carrier route rate category applies to automation rate category cards presorted to carrier routes. It is available only for those carrier routes prescribed by the Postal Service.

**223 Priority Mail**

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

- a. First-Class Mail weighing more than 11 ounces; and
- b. Any mailable matter which, at the option of the mailer, is mailed for expeditious mailing and transportation.

**223.2 Single Piece Priority Mail Rate Category.** The single piece priority mail rate category applies to Priority Mail

subclass mail not mailed under section 223.3.

**223.3 Presorted Priority Mail Rate Category.** The presorted priority mail rate category applies to Priority Mail subclass mail that:

- a. Is prepared in a mailing of at least 300 pieces;
- b. Is presorted, marked, and presented as prescribed by the Postal Service; and
- c. Meets the machinability, addressing, and other preparation requirements prescribed by the Postal Service.

**223.4 Prebarcoded Priority Mail Parcel Rate Category.** The prebarcoded Priority Mail Parcel rate category applies to Priority Mail subclass nonpresorted mail that:

- a. Is prepared in a mailing of at least 50 pieces;
- b. Bears a barcode as prescribed by the Postal Service;
- c. Is marked and presented as prescribed by the Postal Service; and
- d. Meets the machinability, addressing, barcoding, and other preparation requirements prescribed by the Postal Service.

This provision is applicable only to mailings entered for processing at no more than six facilities designated by the Postal Service. This provision expires April 28, 1998.

**223.5 Flat Rate Envelope.** Priority Mail subclass mail sent in a "flat rate" envelope provided by the Postal Service is charged the two-pound rate.

**223.6 Pickup Service.** Pickup service is available for Priority Mail subclass mail under terms and conditions prescribed by the Postal Service.

**223.7 Bulky Parcels.** Priority Mail subclass mail weighing less than 15 pounds, and measuring over 84 inches in length and girth combined, is charged a minimum rate equal to that for a 15-pound parcel for the zone to which the piece is addressed.

**230 PHYSICAL LIMITATIONS**

**231 Size and Weight**

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

**232 Nonstandard Size Mail**

Letters and Sealed Parcels subclass mail weighing one ounce or less is nonstandard size if:

- a. Its aspect ratio does not fall between 1 to 1.3 and 1 to 2.5 inclusive; or
- b. It exceeds any of the following dimensions:
  - i. 11.5 inches in length;

- ii. 6.125 inches in width; or
- iii. 0.25 inch in thickness.

**240 POSTAGE AND PREPARATION**

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

**250 DEPOSIT AND DELIVERY**

**251 Deposit**

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

**252 Service**

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

**253 Forwarding and Return**

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

**260 ANCILLARY SERVICES**

First-Class Mail, except as otherwise noted, will receive the following additional services upon payment of the fees prescribed in the corresponding schedule:

Service	Schedule
a. Address correction .....	SS-1
b. Business reply mail .....	SS-2
c. Certificates of mailing .....	SS-4
d. Certified mail .....	SS-5
e. COD .....	SS-6
f. Insured mail .....	SS-9
g. Registered mail .....	SS-14
h. Special delivery .....	SS-17
i. Return receipt (merchandise only) .....	SS-16
j. Merchandise return .....	SS-20

**270 RATES AND FEES**

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

	Schedule
a. Letters and Sealed Parcels .....	221
b. Postal and Post Cards .....	222
c. Priority Mail .....	223
d. Fees .....	1000

**280 AUTHORIZATIONS AND LICENSES**

The fee set forth in Rate Schedule 1000 must be paid once each year at each office of mailing by any person who mails other than single piece First-Class Mail or courtesy envelope mail. Payment of the fee allows the mailer to mail at any First-Class rate.

Standard Mail Classification Schedule

**310 DEFINITION****311 General**

Anyailable matter may be mailed as Standard Mail except:

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

**312 Printed Matter**

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

**313 Written Additions**

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

- a. Marks, numbers, name, or letters descriptive of contents;
- b. "Please Do Not Open Until Christmas," or words of similar import;
- c. Instructions and directions for the use of an article in the package;
- d. Manuscript dedication or inscription not in the nature of personal correspondence;
- e. Marks to call attention to any word or passage in text;
- f. Corrections of typographical errors in printed matter;
- g. Manuscripts accompanying related proof sheets, and corrections in proof sheets to include: corrections of typographical and other errors,

alterations of text, insertion of new text, marginal instructions to the printer, and rewrites of parts if necessary for correction;

h. Handstamped imprints, except when the added matter is itself personal or converts the original matter to a personal communication;

i. An invoice.

**320 DESCRIPTION OF SUBCLASSES****321 Subclasses Limited to Mail Weighing Less than 16 Ounces****321.1 Single Piece Subclass**

**321.11 Definition.** The Single Piece subclass consists of Standard Mail weighing less than 16 ounces that is not mailed under sections 321.2, 321.3, 321.4 or 323.

**321.12 Basic Rate Category.** The basic rate category applies to Single Piece subclass mail not mailed under section 321.13.

**321.13 Keys and Identification Devices Rate Category.** The keys and identification devices rate category applies to keys, identification cards, identification tags, or similar identification devices mailed without cover, and which bear, contain, or have securely attached the name and complete address of a person, organization, or concern, with instructions to return to such address and a statement guaranteeing the payment of postage due on delivery.

**321.14 Nonstandard Size Surcharge.** Single Piece subclass mail, other than that mailed under section 321.13, is subject to a surcharge if it is nonstandard size mail, as defined in section 333.

**321.2 Regular Subclass**

**321.21 Definition.** The Regular subclass consists of Standard Mail weighing less than 16 ounces that is not mailed under sections 321.1, 321.3, 321.4 or 323, and that:

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

**321.22 Regular Rate Categories**

**321.221 Basic Sortation Rate Category.** Mailers must sort Regular subclass mail as prescribed by the Postal Service. Mail which is not presorted to three-digit or five-digit ZIP Code areas or to carrier routes qualifies for the basic rates in Rate Schedule 321.2A.

**321.222 Basic Sortation, Pre-Barcoded Rate Category.** The basic

sortation, pre-barcoded rate category applies to mail mailed under section 321.21 which bears a barcode representing not more than 11 digits (not including "correction" digits) as prescribed by the Postal Service, and which meets the machinability, addressing, and barcoding specifications and other preparation requirements prescribed by the Postal Service.

**321.223 Three- and Five-Digit Presort Level Rate Category.** The three- and five-digit presort level rate category applies to Regular subclass mail presorted to single or multiple three- and five-digit ZIP Code destinations, as prescribed by the Postal Service.

**321.224 Three-Digit Presort Level, Pre-Barcoded Rate Category.** The three-digit presort level, pre-barcoded rate category applies to letter-size mail mailed under section 321.21 which is presorted to three digits, which bears a barcode representing not more than 11 digits (not including "correction" digits) as prescribed by the Postal Service, and which meets the machinability, addressing, and barcoding specifications and other preparation requirements prescribed by the Postal Service.

**321.225 Five-Digit Presort Level, Pre-Barcoded Rate Category.** The five-digit presort level, pre-barcoded rate category applies to letter-size mail mailed under section 321.21 which is presorted to five digits, which bears a barcode representing not more than 11 digits (not including "correction" digits) as prescribed by the Postal Service, and which meets the machinability, addressing, and barcoding specifications and other preparation requirements prescribed by the Postal Service.

**321.226 Three- and Five-Digit Presort Level, Pre-Barcoded Rate Category.** The three- and five-digit presort level, pre-barcoded rate category applies to flat-size mail mailed under section 321.21 which is presorted to single or multiple three- and five-digit ZIP Code destinations as prescribed by the Postal Service, which bears a barcode representing not more than 11 digits (not including "correction" digits) as prescribed by the Postal Service, and which meets the machinability, addressing, and barcoding specifications and other preparation requirements prescribed by the Postal Service.

**321.23 Destination Entry Discount.** The destination entry discounts apply to Regular subclass mail prepared as prescribed by the Postal Service and addressed for delivery within the service area of the BMC (or auxiliary service facility), or sectional center facility (SCF), at which it is entered, as defined by the Postal Service.

### 321.3 Enhanced Carrier Route Subclass

321.31 Definition. The Enhanced Carrier Route subclass consists of Standard Mail weighing less than 16 ounces that is not mailed under section 321.1, 321.2, 321.4 or 323, and that:

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

321.32 Basic Rate Category. The basic rate category applies to Enhanced Carrier Route subclass mail not mailed under section 321.33, 321.34 or 321.35.

321.33 Basic Pre-Barcoded Rate Category. The basic pre-barcoded rate category applies to letter-size Enhanced Carrier Route subclass mail which bears a barcode representing not more than 11 digits (not including "correction" digits), as prescribed by the Postal Service, and which meets the machinability, addressing, and barcoding specifications and other preparation requirements prescribed by the Postal Service.

321.34 High Density Rate Category. The high density rate category applies to Enhanced Carrier Route subclass mail presented in walk-sequence order and meeting the high density requirements prescribed by the Postal Service.

321.35 Saturation Rate Category. The saturation rate category applies to Enhanced Carrier Route subclass mail presented in walk-sequence order and meeting the saturation requirements prescribed by the Postal Service.

321.36 Destination Entry Discounts. Destination entry discounts apply to Enhanced Carrier Route subclass mail prepared as prescribed by the Postal Service and addressed for delivery within the service area of the BMC (or auxiliary service facility), sectional center facility (SCF), or destination delivery unit (DDU) at which it is entered, as defined by the Postal Service.

### 321.4 Nonprofit Subclass

#### 321.41 Definition

321.411 General. The Nonprofit subclass consists of Standard Mail weighing less than 16 ounces that is not mailed under section 321.1, 321.2, 321.3 or 323, and that is prepared in quantities of at least 50 pounds or 200

pieces, presorted and marked as prescribed by the Postal Service, and mailed by authorized nonprofit organizations or associations of the following types:

- Religious,
- Educational,
- Scientific,
- Philanthropic,
- Agricultural,
- Labor,
- Veterans',
- Fraternal,
- Qualified political committees.

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

a. Religious. A nonprofit organization whose primary purpose is one of the following:

- To conduct religious worship;
- To support the religious activities of nonprofit organizations whose primary purpose is to conduct religious worship;
- To perform instruction in, to disseminate information about, or otherwise to further the teaching of particular religious faiths or tenets.

b. Educational. A nonprofit organization whose primary purpose is one of the following:

- The instruction or training of the individual for the purpose of improving or developing his capabilities;
- The instruction of the public on subjects beneficial to the community. An organization may be educational even though it advocates a particular position or viewpoint so long as it presents a sufficiently full and fair exposition of the pertinent facts to permit an individual or the public to form an independent opinion or conclusion. On the other hand, an organization is not educational if its principal function is the mere presentation of unsupported opinion.

c. Scientific. A nonprofit organization whose primary purpose is one of the following:

- To conduct research in the applied, pure or natural sciences;

ii. To disseminate systematized technical information dealing with applied, pure or natural sciences.

d. Philanthropic. A nonprofit organization primarily organized and operated for purposes beneficial to the public. Philanthropic organizations include, but are not limited to, organizations which are organized for:

- Relief of the poor and distressed or of the underprivileged;
- Advancement of religion;
- Advancement of education or science;

iv. Erection or maintenance of public buildings, monuments, or works;

v. Lessening of the burdens of government;

vi. Promotion of social welfare by organizations designed to accomplish any of the above purposes or:

- To lessen neighborhood tensions;
- To eliminate prejudice and discrimination;
- To defend human and civil rights secured by law; or
- To combat community deterioration and juvenile delinquency.

e. Agricultural. A nonprofit organization whose primary purpose is the betterment of the conditions of those engaged in agricultural pursuits, the improvement of the grade of their products, and the development of a higher degree of efficiency in agriculture. The organization may advance agricultural interests through educational activities; the holding of agricultural fairs; the collection and dissemination of information concerning cultivation of the soil and its fruits or the harvesting of marine resources; the rearing, feeding, and management of livestock, poultry, and bees, or other activities relating to agricultural interests. The term agricultural nonprofit organization also includes any nonprofit organization whose primary purpose is the collection and dissemination of information or materials relating to agricultural pursuits.

f. Labor. A nonprofit organization whose primary purpose is the betterment of the conditions of workers. Labor organizations include, but are not limited to, organizations in which employees or workmen participate, whose primary purpose is to deal with employers concerning grievances, labor disputes, wages, hours of employment and working conditions.

g. Veterans'. A nonprofit organization of veterans of the armed services of the United States, or an auxiliary unit or society of, or a trust or foundation for, any such post or organization.

h. Fraternal. A nonprofit organization which meets all of the following criteria:

i. Has as its primary purpose the fostering of brotherhood and mutual benefits among its members;

ii. Is organized under a lodge or chapter system with a representative form of government;

iii. Follows a ritualistic format; and

iv. Is comprised of members who are elected to membership by vote of the members.

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

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

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

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

#### 321.42 Nonprofit Rate Categories

**321.421 Basic Sortation Rate Category.** Mailers must sort Nonprofit subclass mail as prescribed by the Postal Service. Mail which is not presorted to three-digit or five-digit ZIP Code areas or to carrier routes qualifies for the basic rates in Rate Schedule 321.4.

**321.422 Basic Sortation, ZIP + 4 Rate Category.** The basic sortation, ZIP + 4 rate category applies to mail mailed under section 321.421 which bears a proper ZIP + 4 code and which meets the machinability, address readability and other preparation requirements prescribed by the Postal Service.

**321.423 Basic Sortation, Pre-Barcoded Rate Category.** The basic sortation, pre-barcoded rate category applies to mail mailed under section 321.421 which bears a barcode representing not more than 11 digits (not including "correction" digits) as prescribed by the Postal Service, and which meets the machinability, addressing, and barcoding specifications and other preparation requirements prescribed by the Postal Service.

**321.424 Three- and Five-Digit Presort Level Rate Category.** The three- and five-digit presort level rate category applies to Nonprofit subclass mail which is presorted to three-digit or five-digit ZIP Code areas. The mail must be prepared in the manner prescribed by the Postal Service.

**321.425 Three- and Five-Digit Presort Level, ZIP + 4 Rate Category.** The three- and five-digit presort level, ZIP + 4 rate category applies to mail mailed under section 321.424 which bears a proper ZIP + 4 code and which meets the machinability, address readability and other preparation requirements prescribed by the Postal Service.

**321.426 Three-Digit Presort Level, Pre-Barcoded Rate Category.** The three-digit presort level, pre-barcoded rate category applies to mail mailed under section 321.424 which is presorted to three digits, which bears a barcode representing not more than 11 digits (not including "correction" digits) as prescribed by the Postal Service, and which meets the machinability, addressing, and barcoding specifications and other preparation requirements prescribed by the Postal Service.

**321.427 Five-Digit Presort Level, Pre-Barcoded Rate Category.** The five-digit presort level, pre-barcoded rate category applies to mail mailed under section 321.424 which is presorted to five digits, which bears a barcode representing not more than 11 digits (not including "correction" digits) as prescribed by the Postal Service, and which meets the machinability, addressing, and barcoding specifications, and other preparation requirements prescribed by the Postal Service.

**321.428 Carrier Route Presort Level Rate Category.** The carrier route presort level rate category applies to Nonprofit subclass mail which is presorted to a carrier route, with at least 10 pieces to each carrier route. The mail must be prepared in the manner prescribed by the Postal Service.

**321.429 Pre-barcoded Flats Rate Category.** The pre-barcoded flats rate category applies to Nonprofit subclass flat size pieces which are properly prepared and presorted, bear a barcode as prescribed by the Postal Service, and meet the flats machinability and address readability specifications of the Postal Service. Such flats must be presented for mailing in a manner which does not require cancellation.

#### 321.43 Nonprofit Subclass Discounts

**321.431 Saturation Discount.** The saturation discount applies to Nonprofit subclass mail presented in a carrier

route presort mailing which is walk sequenced and which meets the saturation and preparation requirements prescribed by the Postal Service.

**321.432 125-Piece Walk-sequence Discount.** The 125-piece walk-sequence discount applies to Nonprofit subclass mail presented in a carrier route presort mailing which is walk sequenced and contains a minimum of 125 pieces per carrier route, and which meets the preparation requirements prescribed by the Postal Service.

**321.433 Destination Entry Discount.** The destination entry discount applies to Nonprofit subclass mail which is destined for delivery within the service area of the BMC (or auxiliary service facility), sectional center facility (SCF), or destination delivery unit (DDU) at which it is entered, as defined by the Postal Service.

#### 322 Subclasses Limited to Mail Weighing 16 Ounces or More

##### 322.1 Parcel Post Subclass

**322.11 Definition.** The Parcel Post subclass consists of Standard Mail weighing 16 ounces or more that is not mailed under sections 322.3, 323.1, or 323.2.

**322.12 Basic Rate Category.** The basic rate category applies to all Parcel Post subclass mail not mailed under sections 322.13 or 322.14.

##### 322.13 [Reserved] \*\*

\*\*Revised language describing the bulk parcel post rate category was not accepted in Docket No. MC95-1. The following description, last amended in Docket No. R84-1, remains in effect.

##### 400.0202 Bulk

Bulk parcel post mail is fourth-class parcel post mail consisting of properly prepared and separated single mailings of at least 300 pieces or 2000 pounds. Pieces weighing less than 15 pounds and measuring over 84 inches in length and girth combined are not mailable as bulk parcel post. Provision for mailing nonidentical pieces is set forth in section 400.046.

**322.14 Destination BMC Rate Category.** Parcel Post subclass mail is eligible for destination BMC rates if it is included in a mailing of at least 50 pieces deposited at the destination BMC, auxiliary service facility, or other equivalent facility, as prescribed by the Postal Service.

**322.15 Intra-BMC Discount.** Basic rate category Parcel Post subclass mail is eligible for the intra-BMC discount if it originates and destinates within the same BMC or auxiliary service facility service area, Alaska, Hawaii or Puerto Rico.

322.16 Nonmachinable Surcharge. Basic rate category Parcel Post subclass mail that does not meet machinability criteria prescribed by the Postal Service is subject to a nonmachinable surcharge.

322.17 Pickup Service. Pickup service is available for Parcel Post subclass mail under terms and conditions prescribed by the Postal Service.

322.2 [Reserved]

322.3 Bound Printed Matter Subclass

322.31 Definition. The Bound Printed Matter subclass consists of Standard Mail weighing at least 16 ounces, but not more than 10 pounds, which:

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

322.32 Single Piece Rate Category. The single piece rate category applies to Bound Printed Matter subclass mail which is not mailed under section 322.33 or 322.34.

322.33 Bulk Rate Category. The bulk rate category applies to Bound Printed Matter subclass mail prepared in a mailing of at least 300 pieces, prepared and presorted as prescribed by the Postal Service.

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

323 Subclasses With No 16-Ounce Limitation

323.1 Special Subclass

323.11 Definition. The Special subclass consists of Standard Mail of the following types:

- a. Books, including books issued to supplement other books, of at least eight printed pages, consisting wholly of reading matter or scholarly bibliography or reading matter with incidental blank spaces for notations, and containing no advertising matter other than incidental

announcements of books. Not more than three of the announcements may contain as part of their format a single order form, which may also serve as a post card. The order forms permitted in this subsection are in addition to and not in lieu of order forms which may be enclosed by virtue of any other provision;

b. 16 millimeter or narrower width films which must be positive prints in final form for viewing, and catalogs of such films, of 24 pages or more, at least 22 of which are printed, except when sent to or from commercial theaters;

c. Printed music, whether in bound form or in sheet form;

d. Printed objective test materials and accessories thereto used by or in behalf of educational institutions in the testing of ability, aptitude, achievement, interests and other mental and personal qualities with or without answers, test scores or identifying information recorded thereon in writing or by mark;

e. Sound recordings, including incidental announcements of recordings and guides or scripts prepared solely for use with such recordings. Not more than three of the announcements permitted in this subsection may contain as part of their format a single order form, which may also serve as a post card. The order forms permitted in this subsection are in addition to and not in lieu of order forms which may be enclosed by virtue of any other provision;

f. Playscripts and manuscripts for books, periodicals and music;

g. Printed educational reference charts, permanently processed for preservation;

h. Printed educational reference charts, including but not limited to

- i. Mathematical tables,
- ii. Botanical tables,
- iii. Zoological tables, and
- iv. Maps produced primarily for educational reference purposes;

i. Looseleaf pages and binders therefor, consisting of medical information for distribution to doctors, hospitals, medical schools, and medical students; and

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

323.12 Single Piece Rate Category. The single piece rate category applies to Special subclass mail not mailed under section 323.13 or 323.14.

323.13 Level A Presort Rate Category. The Level A presort rate category applies to mailings of at least 500 pieces of Special subclass mail, prepared and presorted to five-digit

destination ZIP Codes as prescribed by the Postal Service.

323.14 Level B Presort Rate Category. The Level B presort rate category applies to mailing of at least 500 pieces of Special subclass mail, prepared and presorted to destination Bulk Mail Centers as prescribed by the Postal Service.

323.2 Library Subclass

323.21 Definition.

323.211 General. The Library subclass consists of Standard Mail of the following types, separated or presorted as prescribed by the Postal Service:

a. Matter designated in subsection 323.213, loaned or exchanged (including cooperative processing by libraries) between:

- i. Schools or colleges, or universities;
- ii. Public libraries, museums and herbaria, nonprofit religious, educational, scientific, philanthropic, agricultural, labor, veterans' or fraternal organizations or associations, or between such organizations and their members, readers or borrowers.

b. Matter designated in subsection 323.214, mailed to or from schools, colleges, universities, public libraries, museums and herbaria and to or from nonprofit religious, educational, scientific, philanthropic, agricultural, labor, veterans' or fraternal organizations or associations; or

c. Matter designated in subsection 323.215, mailed from a publisher or a distributor to a school, college, university or public library.

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

a. Religious. A nonprofit organization whose primary purpose is one of the following:

- i. To conduct religious worship;
- ii. To support the religious activities of nonprofit organizations whose primary purpose is to conduct religious worship;

iii. To perform instruction in, to disseminate information about, or otherwise to further the teaching of particular religious faiths or tenets.

b. Educational. A nonprofit organization whose primary purpose is one of the following:

i. The instruction or training of the individual for the purpose of improving or developing his capabilities;

ii. The instruction of the public on subjects beneficial to the community.

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

c. Scientific. A nonprofit organization whose primary purpose is one of the following:

i. To conduct research in the applied, pure or natural sciences;

ii. To disseminate systematized technical information dealing with applied, pure or natural sciences.

d. Philanthropic. A nonprofit organization primarily organized and operated for purposes beneficial to the public. Philanthropic organizations include, but are not limited to, organizations which are organized for:

i. Relief of the poor and distressed or of the underprivileged;

ii. Advancement of religion;

iii. Advancement of education or science;

iv. Erection or maintenance of public buildings, monuments, or works;

v. Lessening of the burdens of government;

vi. Promotion of social welfare by organizations designed to accomplish any of the above purposes or:

(A) To lessen neighborhood tensions;

(B) To eliminate prejudice and discrimination;

(C) To defend human and civil rights secured by law; or

(D) To combat community deterioration and juvenile delinquency.

e. Agricultural. A nonprofit organization whose primary purpose is the betterment of the conditions of those engaged in agricultural pursuits, the improvement of the grade of their products, and the development of a higher degree of efficiency in agriculture. The organization may advance agricultural interests through educational activities; the holding of agricultural fairs; the collection and dissemination of information concerning cultivation of the soil and its

fruits or the harvesting of marine resources; the rearing, feeding, and management of livestock, poultry, and bees, or other activities relating to agricultural interests. The term agricultural nonprofit organization also includes any nonprofit organization whose primary purpose is the collection and dissemination of information or materials relating to agricultural pursuits.

f. Labor. A nonprofit organization whose primary purpose is the betterment of the conditions of workers. Labor organizations include, but are not limited to, organizations in which employees or workmen participate, whose primary purpose is to deal with employers concerning grievances, labor disputes, wages, hours of employment and working conditions.

g. Veterans'. A nonprofit organization of veterans of the armed services of the United States, or an auxiliary unit or society of, or a trust or foundation for, any such post or organization.

h. Fraternal. A nonprofit organization which meets all of the following criteria:

i. Has as its primary purpose the fostering of brotherhood and mutual benefits among its members;

ii. Is organized under a lodge or chapter system with a representative form of government;

iii. Follows a ritualistic format; and

iv. Is comprised of members who are elected to membership by vote of the members.

323.213 *Library subclass mail under section 323.211a.* Matter eligible for mailing as Library subclass mail under section 323.211a consists of:

a. Books consisting wholly of reading matter or scholarly bibliography or reading matter with incidental blank spaces for notations and containing no advertising other than incidental announcements of books;

b. Printed music, whether in bound form or in sheet form;

c. Bound volumes of academic theses in typewritten or other duplicated form;

d. Periodicals, whether bound or unbound;

e. Sound recordings;

f. Other library materials in printed, duplicated or photographic form or in the form of unpublished manuscripts; and

g. Museum materials, specimens, collections, teaching aids, printed matter and interpretative materials intended to inform and to further the educational work and interest of museums and herbaria.

323.214 *Library subclass mail under section 323.211b.* Matter eligible for mailing as Library subclass mail under section 323.211b consists of:

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

b. Sound recordings;

c. Museum materials, specimens, collections, teaching aids, printed matter, and interpretative materials intended to inform and to further the educational work and interests of museums and herbaria;

d. Scientific or mathematical kits, instruments or other devices;

e. Catalogs of the materials in section 323.214 a through d and guides or scripts prepared solely for use with such materials.

323.215 *Library subclass mail under section 323.211c.* Matter eligible for mailing as Library subclass mail under section 323.211c consists of books, including books to supplement other books, consisting wholly of reading matter or scholarly bibliography or reading matter with incidental blank spaces for notations, and containing no advertising matter other than incidental announcements of books.

323.22 *Basic Rate Category.* The basic rate category applies to all Library subclass mail.

### 330 PHYSICAL LIMITATIONS

#### 331 Size

Standard Mail may not exceed 108 inches in length and girth combined. Additional size limitations apply to individual Standard Mail subclasses. The maximum size for mail presorted to carrier route in the Enhanced Carrier Route and Nonprofit subclasses is 14 inches in length, 11.75 inches in width, and 0.75 inch in thickness. For merchandise samples mailed with detached address cards, the carrier route maximum dimensions apply to the detached address cards and not to the samples.

#### 332 Weight

Standard Mail may not weigh more than 70 pounds. Additional weight limitations apply to individual Standard Mail subclasses.

#### 333 Nonstandard Size Mail

Single Piece subclass mail weighing one ounce or less is nonstandard size if:

a. Its aspect ratio does not fall between 1 to 1.3 and 1 to 2.5 inclusive; or

b. It exceeds any of the following dimensions:

i. 11.5 inches in length;

ii. 6.125 inches in width; or

iii. 0.25 inch in thickness.

**340 POSTAGE AND PREPARATION**

**341 Postage**

Postage must be paid as set forth in section 3000. When the postage computed at a Single Piece, Regular, Enhanced Carrier Route or Nonprofit Standard rate is higher than the rate prescribed in any of the Standard subclasses listed in 322 or 323 for which the piece also qualifies (or would qualify, except for weight), the piece is eligible for the applicable lower rate. All mail mailed at a bulk or presort rate must have postage paid in a manner not requiring cancellation.

**342 Preparation**

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

**343 Non-Identical Pieces**

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

**344 Attachments and Enclosures**

**344.1 Single Piece, Regular, Enhanced Carrier Route, and Nonprofit Subclasses (section 321)**

**344.11 General.** First-Class Mail may be attached to or enclosed in Standard books, catalogs, and merchandise entered under section 321. The piece must be marked as prescribed by the Postal Service. Except as provided in section 344.12, additional postage must be paid for the attachment or enclosure as if it had been mailed separately. Otherwise, the entire combined piece is subject to the First-Class rate for which it qualifies.

**344.12 Incidental First-Class Attachments and Enclosures.** First-Class Mail, as defined in section 210 b through d, may be attached to or enclosed with Standard merchandise entered under section 321, including books but excluding merchandise samples, with postage paid on the combined piece at the applicable Standard rate, if the attachment or enclosure is incidental to the piece to

which it is attached or with which it is enclosed.

**344.2 Parcel Post, Bound Printed Matter, Special, and Library Subclasses (sections 322 and 323)**

**344.21 General.** First-Class Mail or Standard Mail from any of the subclasses listed in section 321 (Single Piece, Regular, Enhanced Carrier Route or Nonprofit) may be attached to or enclosed in Standard Mail mailed under sections 322 and 323. The piece must be marked as prescribed by the Postal Service. Except as provided in sections 344.22 and 344.23, additional postage must be paid for the attachment or enclosure as if it had been mailed separately. Otherwise, the entire combined piece is subject to the First-Class or section 321 Standard rate for which it qualifies (unless the rate applicable to the host piece is higher), or, if a combined piece with a section 321 Standard Mail attachment or enclosure weighs 16 ounces or more, the piece is subject to the Parcel Post rate for which it qualifies.

**344.22 Specifically Authorized Attachments and Enclosures.** Standard Mail mailed under sections 322 and 323 may contain enclosures and attachments as prescribed by the Postal Service and as described in section 323.11 a and e, with postage paid on the combined piece at the Standard rate applicable to the host piece.

**344.23 Incidental First-Class Attachments and Enclosures.** First-Class Mail that meets one or more of the definitions in section 210 b through d, may be attached to or enclosed with Standard Mail mailed under section 322 or 323, with postage paid on the combined piece at the Standard rate applicable to the host piece, if the attachment or enclosure is incidental to the piece to which it is attached or with which it is enclosed.

**350 DEPOSIT AND DELIVERY**

**351 Deposit**

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

**352 Service**

Standard Mail may receive deferred service.

**353 Forwarding and Return**

**353.1 Single Piece, Regular, Enhanced Carrier Route, and Nonprofit Subclasses (section 321)**

Undeliverable-as-addressed Standard Mail mailed under section 321 will be returned on request of the mailer, or forwarded and returned on request of

the mailer. Undeliverable-as-addressed combined First-Class and Standard pieces will be returned as prescribed by the Postal Service. The Single Piece Standard rate is charged for each piece receiving return only service. Charges for forwarding-and-return service are assessed only on those pieces which cannot be forwarded and are returned. The charge for those returned pieces is the appropriate Single Piece Standard rate for the piece plus that rate multiplied by a factor equal to the number of section 321 Standard pieces nationwide that are successfully forwarded for every one piece that cannot be forwarded and must be returned.

**353.2 Parcel Post, Bound Printed Matter, Special, and Library Subclasses (sections 322 and 323)**

Undeliverable-as-addressed Standard Mail mailed under sections 322 and 323 will be forwarded on request of the addressee, returned on request of the mailer, or forwarded and returned on request of the mailer. Pieces which combine Standard Mail from one of the subclasses described in 322 and 323 with First-Class Mail or Standard Mail from one of the subclasses described in 321 will be forwarded if undeliverable-as-addressed, and returned if undeliverable, as prescribed by the Postal Service. When Standard Mail mailed under sections 322 and 323 is forwarded or returned from one post office to another, additional charges will be based on the appropriate Single Piece Standard rate.

**360 ANCILLARY SERVICES**

**361 All Subclasses**

All Standard Mail will receive the following services upon payment of the appropriate fees:

Service	Schedule
a. Address correction .....	SS-1
b. Certificates of mailing indicating that a specified number of pieces have been mailed.	SS-4

Certificates of mailing are not available for Regular, Enhanced Carrier Route, and Nonprofit subclass mail when postage is paid by permit imprint.

**362 Single Piece, Parcel Post, Bound Printed Matter, Special, and Library Subclasses**

Single Piece, Parcel Post, Bound Printed Matter, Special, and Library subclass mail will receive the following additional services upon payment of the appropriate fees:

Service	Schedule
a. Certificates of mailing .....	SS-4
b. COD .....	SS-6
c. Insured mail .....	SS-9
d. Special delivery .....	SS-17
e. Special handling .....	SS-18
f. Return receipt (merchandise only) .....	SS-16
g. Merchandise return .....	SS-20

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

**370 RATES AND FEES**

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

	Schedule
a. Single Piece subclass .....	321.1
b. Regular subclass .....	321.2
c. Enhanced Carrier Route subclass .....	321.3
d. Nonprofit subclass .....	321.4
e. Parcel Post subclass:	
Basic .....	322.1A
Destination BMC .....	322.1B
f. Bound Printed Matter subclass:	
Single Piece .....	322.3A
Bulk and Carrier Route .....	322.3B
g. Special subclass .....	323.1
h. Library subclass .....	323.2
i. Fees .....	1000

**380 AUTHORIZATIONS AND LICENSES**

**381 Regular, Enhanced Carrier Route, and Nonprofit Subclasses**

A mailing fee as set forth in Rate Schedule 1000 must be paid once each year by mailers of Regular, Enhanced Carrier Route, and Nonprofit subclass mail.

**382 Special Subclass**

A presort mailing fee as set forth in Rate Schedule 1000 must be paid once each year at each office of mailing by or for any person who mails presorted Special subclass mail. Any person who engages a business concern or other individuals to mail presorted Special subclass mail must pay the fee.

**383 Parcel Post Subclass**

A mailing fee as set forth in Rate Schedule 1000 must be paid once each year by mailers of Destination BMC rate category mail in the Parcel Post subclass.

**Periodicals Classification Schedule**

**410 DEFINITION**

**411 General Requirements**

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

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

a. Any catalog or other course listing including mail announcements of legal texts which are part of post-bar admission education issued by any institution of higher education or by a nonprofit organization engaged in continuing legal education.

b. Any looseleaf page or report (including any index, instruction for filing, table, or sectional identifier which is an integral part of such report) which is designed as part of a looseleaf reporting service concerning developments in the law or public policy.

**411.3 Issuance**

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

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

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

b. More than 10 percent of the total number of copies of the issue is distributed on a regular basis to recipients who do not subscribe to it or request it, and

c. The number of copies of the issue distributed to nonsubscribers or nonrequesters is more than twice the number of copies of any other issue distributed to nonsubscribers or nonrequesters on that same day, or, if no other issue that day, any other issue distributed during the same period. "During the same period" shall be defined as the periods of time ensuing

between the distribution of each of the issues whose eligibility is being examined. Such separate publications must independently meet the qualifications for Periodicals eligibility.

**411.4 Office of Publication.**

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

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

**412 General Publications**

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

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

**412.3 Paid Circulation**

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

412.32 List of Subscribers. A General Publication must be distributed to a legitimate list of persons who have subscribed by paying or promising to pay at a rate above nominal for copies to be received during a stated time. Copies mailed to persons who are not on a legitimate list of subscribers are nonsubscriber copies.

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

a. A token subscription price that is so low that it cannot be considered a material consideration;

b. A reduction to the subscriber, under a premium offer or any other arrangements, of more than 50 percent of the amount charged at the basic annual rate for a subscriber to receive one copy of each issue published during the subscription period. The value of a premium is considered to be its actual cost to the publishers, the recognized retail value, or the represented value, whichever is highest.

**412.34 Nonsubscriber Copies****412.341 Up to Ten Percent.**

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

**412.342 Over Ten Percent.**

Nonsubscriber copies, including sample and complimentary copies, mailed at any time during the calendar year, in excess of 10 percent of the total number of copies mailed to subscribers during the calendar year which are presorted and commingled with subscriber copies are charged the applicable rates for Regular Periodicals. The 10 percent limitation for a publication is based on the total number of all copies of that publication mailed to subscribers during the calendar year.

**412.35 Advertiser's Proof Copies.**

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

**412.36 Expired Subscriptions.** For six months after a subscription has expired, copies of a General Publication may be mailed to a former subscriber at the rates that apply to copies mailed to subscribers, if the publisher has attempted during that six months to obtain payment, or a promise to pay, for renewal. These copies do not count as subscriber copies.

**412.4 Advertising Purposes**

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

- a. Has advertising in excess of 75 percent in more than one-half of its issues during any 12-month period;
- b. Is owned or controlled by individuals or business concerns and conducted as an auxiliary to and essentially for the advancement of the main business or calling of those who own or control it;
- c. Consists principally of advertising and editorial write-ups of the advertisers;
- d. Consists principally of advertising and has only a token list of subscribers, the circulation being mainly free;

e. Has only a token list of subscribers and prints advertisements free for advertisers who pay for copies to be sent to a list of persons furnished by the advertisers; or

f. Is published under a license from individuals or institutions and features other businesses of the licensor.

**413 Requester Publications**

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

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

**413.3 Advertising Purposes**

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

**413.32 Ownership and Control.** It must not be owned or controlled by one or more individuals or business concerns and conducted as an auxiliary to and essentially for the advancement of the main business or calling of those who own or control it.

**413.4 Circulated to Requesters**

**413.41 List of Requesters.** It must have a legitimate list of persons who request the publication, and 50 percent or more of the copies of the publication must be distributed to persons making such requests. Subscription copies paid for or promised to be paid for, including those at or below a nominal rate may be included in the determination of whether the 50 percent request requirement is met. Persons will not be deemed to have requested the publication if their request is induced by a premium offer or by receipt of material consideration, provided that mere receipt of the publication is not material consideration.

**413.42 Nonrequester Copies**

**413.421 Up to Ten Percent.** Nonrequester copies, including sample and complimentary copies, mailed at any time during the calendar year up to and including 10 percent of the total number of copies mailed to requesters during the calendar year are mailable at the rates that apply to requester copies provided that the nonrequester copies would have been eligible for those rates if mailed to requesters.

**413.422 Over Ten Percent.** Nonrequester copies, including sample and complimentary copies, mailed at any time during the calendar year, in excess of 10 percent of the total number of copies mailed to requesters during

the calendar year which are presorted and commingled with requester copies are charged the applicable rates for Regular Periodicals. The 10 percent limitation for a publication is based on the total number of all copies of that publication mailed to requesters during the calendar year.

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

**414 Publications of Institutions and Societies**

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

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

**414.2 General Advertising.** A publication published by an institution or society identified in sections 414.1 h

through k, may contain advertising of other persons, institutions, or concerns, if the following additional conditions are met:

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

#### 415 Publications of State Departments of Agriculture

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

#### 416 Foreign Publications

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

### 420 DESCRIPTION OF SUBCLASSES

#### 421 Regular Subclass

421.1 Definition. The Regular subclass consists of Periodicals class mail that is not mailed under section 423 and that:

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

#### 421.2 Regular Pound Rates

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

#### 421.3 Regular Piece Rates

421.31 Basic Rate Category. The basic rate category applies to all Regular subclass mail not mailed under section 421.32 or 421.33.

421.32 Three-Digit City and Five-Digit Rate Category. The rates for this category apply to Regular subclass mail presorted to three-digit cities and five-digit ZIP Code destinations as prescribed by the Postal Service.

421.33 Carrier Route Rate Category. The carrier route rate category applies to Regular subclass mail presorted to carrier routes as prescribed by the Postal Service.

#### 421.4 Regular Subclass Discounts

421.41 Barcoded Letter Discounts. Barcoded letter discounts apply to letter size Regular subclass mail mailed under sections 421.31 and 421.32 which bears a barcode representing not more than 11 digits (not including "correction" digits) as prescribed by the Postal Service, and which meets the machinability, addressing, and barcoding specifications and other preparation requirements prescribed by the Postal Service.

421.42 Barcoded Flats Discounts. Barcoded flats discounts apply to flat size Regular subclass mail mailed under sections 421.31 and 421.32 which bear a barcode representing not more than 11 digits (not including "correction" digits) as prescribed by the Postal Service, and meet the flats machinability, addressing, and barcoding specifications and other preparation requirements prescribed by the Postal Service.

421.43 High Density Discount. The high density discount applies to Regular subclass mail mailed under section 421.33, presented in walk sequence order, and meeting the high density and preparation requirements prescribed by the Postal Service.

421.44 Saturation Discount. The saturation discount applies to Regular subclass mail mailed under section 421.33, presented in walk-sequence order, and meeting the saturation and preparation requirements prescribed by the Postal Service.

421.45 Destination Entry Discounts. Destination entry discounts apply to Regular subclass mail which is destined for delivery within the service area of the destination sectional center facility (SCF) or the destination delivery unit (DDU) in which it is entered, as defined by the Postal Service. The DDU discount only applies to Carrier Route rate category mail.

421.46 Nonadvertising Discount. The nonadvertising discount applies to all Regular subclass mail and is determined by multiplying the

proportion of nonadvertising content by the discount factor set forth in Rate Schedule 421 and subtracting that amount from the applicable piece rate.

422 [Reserved]

#### 423 Preferred Rate Periodicals

423.1 Definition. Periodicals class mail, other than publications qualifying as Requester Publications, may qualify for Preferred Rate Periodicals rates if it meets the applicable requirements for those rates in sections 423.2 through 423.5.

#### 423.2 Within County Subclass

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

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

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

#### 423.3 Nonprofit Subclass

423.31 Definition. Nonprofit mail is Preferred Rate Periodicals class mail entered by authorized nonprofit organizations or associations of the following types:

- a. Religious,
- b. Educational,
- c. Scientific,
- d. Philanthropic,
- e. Agricultural,
- f. Labor,
- g. Veterans',
- h. Fraternal, and
- i. Associations of rural electric cooperatives,
- j. One publication, which contains no advertising published by the official highway or development agency of a state,
- k. Program announcements or guides published by an educational radio or

television agency of a state or political subdivision thereof or by a nonprofit educational radio or television station.

1. One conservation publication published by an agency of a state which is responsible for management and conservation of the fish or wildlife resources of such state.

#### 423.32 Definitions of Nonprofit Organizations and Associations.

Nonprofit organizations or associations are organizations or associations not organized for profit, none of the net income of which benefits any private stockholder or individual, and which meet the qualifications set forth below for each type of organization or association. The standard of primary purpose applies to organizations listed under section 423.31 a through f. The standard of primary purpose requires that each type of organization or association be both organized and operated for the primary purpose.

a. Religious. A nonprofit organization whose primary purpose is one of the following:

- i. To conduct religious worship;
- ii. To support the religious activities of nonprofit organizations whose primary purpose is to conduct religious worship;
- iii. To perform instruction in, to disseminate information about, or otherwise to further the teaching of particular religious faiths or tenets.

b. Educational. A nonprofit organization whose primary purpose is one of the following:

- i. The instruction or training of the individual for the purpose of improving or developing his capabilities;
- ii. The instruction of the public on subjects beneficial to the community.

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

c. Scientific. A nonprofit organization whose primary purpose is one of the following:

- i. To conduct research in the applied, pure or natural sciences;
- ii. To disseminate systematized technical information dealing with applied, pure or natural sciences.

d. Philanthropic. A nonprofit organization primarily organized and operated for purposes beneficial to the public. Philanthropic organizations include, but are not limited to, organizations which are organized for:

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

423.4 Classroom Subclass  
Classroom mail is of Preferred Rate Periodicals class mail which, consists of religious, educational, or scientific publications designed specifically for use in school classrooms or religious instruction classes.

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

#### 423.6 Preferred Rate Discounts

423.61 Destination Entry Discounts.  
Copies of any Preferred Rate Periodicals class mail which are destined for delivery within the destination sectional center facility (SCF) area or the destination delivery unit (DDU) area in which they are entered, as defined by the Postal Service, qualify for the applicable discount as set forth in Rate Schedules 423.2, 423.3, and 423.4.

423.62 ZIP + 4 and Pre-barcode Letter Discounts. Copies of any automation compatible Preferred Rate Periodicals class mail which bear a proper ZIP + 4 code, or which bear a barcode representing not more than 11 digits (not including "correction" digits) as prescribed by the Postal Service, and which meet the machinability, addressing, and barcoding specifications and other preparation requirements prescribed by the Postal Service qualify for the applicable ZIP + 4 or pre-barcode discounts as set forth in Rate Schedules 423.2, 423.3, and 423.4.

423.63 125-piece Walk-sequence Discount. Copies of Preferred Rate Periodicals class mail presented in mailings which are walk sequenced and contain a minimum of 125 pieces per carrier route and which meet the preparation requirements prescribed by the Postal Service are eligible for the applicable discount set forth in Rate Schedules 423.2, 423.3, and 423.4.

423.64 Saturation Discount.  
Saturation Preferred Rate Periodicals class mail presented in mailings which are walk sequenced and which meet the saturation and preparation requirements prescribed by the Postal Service qualifies for the applicable discount set forth in Rate Schedules 423.2, 423.3, and 423.4.

423.65 Pre-barcode Flats Discounts. Pre-barcode Preferred Rate Periodicals class flats which are properly prepared and presorted, which bear a barcode as prescribed by the

Postal Service, and which meet the flats machinability and address readability specifications of the Postal Service, are eligible for the applicable discounts for pre-barcoded flats set forth in Rate Schedules 423.2, 423.3, and 423.4.

**430 PHYSICAL LIMITATIONS**

There are no maximum size or weight limits for Periodicals class mail.

**440 POSTAGE AND PREPARATION**

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

**442 Presortation.** Periodicals class mail must be presorted in accordance with regulations prescribed by the Postal Service.

**443 Attachments and Enclosures**

**443.1 General.** First-Class Mail or Standard Mail from any of the subclasses listed in section 321 (Single Piece, Regular, Enhanced Carrier Route or Nonprofit) may be attached to or enclosed with Periodicals class mail. The piece must be marked as prescribed by the Postal Service. Except as provided in section 443.2, additional postage must be paid for the attachment or enclosure as if it had been mailed separately. Otherwise, the entire combined piece is subject to the appropriate First-Class or section 321 Standard Mail rate for which it qualifies (unless the rate applicable to the host piece is higher), or, if a combined piece with a section 321 Standard Mail attachment or enclosure weighs 16 ounces or more, the piece is subject to the Parcel Post rate for which it qualifies.

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

**444 Identification**

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

**445 Filing of Information**

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

**446 Enclosures and Supplements**

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

**450 DEPOSIT AND DELIVERY**

**451 Deposit**

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

**452 Service**

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

**453 Forwarding and Return**

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

**460 ANCILLARY SERVICES**

Service	Schedule
Special delivery .....	SS-17

**470 RATES AND FEES**

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

	Schedule
a. Regular .....	421
b. Within County .....	423.2
c. Nonprofit .....	423.3
d. Classroom .....	423.4
e. Science of Agriculture .....	421
f. Fees .....	1000

**480 AUTHORIZATIONS AND LICENSES**

**481 Entry Authorizations**

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

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

**482 Preferred Rate Authorization**

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

**483 Mailing by Publishers and News Agents**

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

**484 Fees**

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

Classification Schedule SS-1—Address Correction Service

**1.01 Definition**

**1.010** Address correction service is a service which provides the mailer with a method of obtaining the correct address, if available to the Postal Service, of the addressee or the reason for nondelivery.

**1.02 Description of Service**

**1.020** Address correction service is available to mailers of postage prepaid mail of all classes. Periodicals class mail will receive address correction service.

**1.021** Address correction service is not available for items addressed for delivery by military personnel at any military installation.

**1.022** Address correction provides the following service to the mailer:

a. If the correct address is known to the Postal Service, the mailer is notified of both the old and the correct address.

b. If the item mailed cannot be delivered, the mailer will be notified of the reason for nondelivery.

**1.03 Requirements of the Mailer**

**1.030** Mail, other than Periodicals class mail, sent under this classification schedule must bear a request for address correction service.

**1.04 Fees**

**1.040** There is no charge for address correction service when the correction is provided incidental to the return of the mail piece to the sender.

1.041 A fee, as set forth in Rate Schedule SS-1, is charged for all other forms of address correction service.

Classification Schedule SS-2—Business Reply Mail

2.01 Definition

2.010 Business reply mail is a service whereby business reply cards, envelopes, cartons and labels may be distributed by or for a business reply distributor for use by mailers for sending First-Class Mail without prepayment of postage to an address chosen by the distributor. A distributor is the holder of a business reply license.

2.02 Description of Service

2.020 The distributor guarantees payment on delivery of postage and fees for all returned business reply mail. Any distributor of business reply cards, envelopes, cartons, and labels under any one license, for return to several addresses guarantees to pay postage and fees on any returns refused by any such addressee.

2.03 Requirements of the Mailer

2.030 Business reply cards, envelopes, cartons and labels must be preaddressed and bear business reply markings.

2.0301 Handwriting, typewriting or handstamping are not acceptable methods of preaddressing or marking business reply cards, envelopes, cartons and labels.

2.04 Fees

2.040 The fees for business reply mail are set forth in Rate Schedule SS-2.

2.041 To qualify as an active business reply mail advance deposit trust account, the account must be used solely for business reply mail and contain sufficient postage and fees due for returned business reply mail.

2.042 An accounting fee as set forth in Rate Schedule SS-2 must be paid each year for each advance deposit business reply account at each facility where the mail is to be returned.

2.05 Authorizations and Licenses

2.050 In order to distribute business reply cards, envelopes, cartons or labels, the distributor must obtain a license or licenses from the Postal Service and pay the appropriate fee as set forth in Rate Schedule SS-2.

2.0501 Except as provided in section 2.0502, the license to distribute business reply cards, envelopes, cartons or labels must be obtained at each office from which the mail is offered for delivery.

2.0502 If the business reply mail is to be distributed from a central office to

be returned to branches or dealers in other cities, one license obtained from the post office where the central office is located may be used to cover all business reply mail.

2.051 The license to mail business reply mail may be canceled for failure to pay business reply postage and fees when due, and for distributing business reply cards or envelopes which do not conform to prescribed form, style or size.

Classification Schedule SS-3—Caller Service

3.01 Definitions

3.010 Caller service is a service which permits a customer to obtain his mail addressed to a box number through a call window or loading dock.

3.02 Description of Service

3.020 Caller service uses post office box numbers as the address medium but does not actually use a post office box.

3.021 Caller service is not available at certain postal facilities.

3.022 Caller service is provided to customers on the basis of mail volume received, and number of post office boxes rented at any one facility.

3.023 A customer may reserve a caller number.

3.024 Caller service cannot be used when the sole purpose is, by subsequently filing change of address orders, to have mail forwarded or transferred to another address by the Postal Service free of charge.

3.03 Fees

3.030 Fees for caller service are set forth in Rate Schedule SS-10.

Classification Schedule SS-4—Certificate of Mailing

4.01 Definition

4.010 Certificate of mailing service is a service which furnishes evidence of mailing.

4.02 Description of Service

4.020 Certificate of mailing service is available to mailers of matter sent under the classification schedule to any class of mail.

4.021 A receipt is not obtained upon delivery of the mail to the addressee. No record of mailing is maintained at the post office.

4.022 Additional copies of certificates of mailing may be obtained by the mailer.

4.03 Other Services

4.030 The following services, if applicable to the class of mail, may be obtained in conjunction with mail sent

under this classification schedule upon payment of the applicable fees:

	Classification schedule
a. Parcel airlift .....	SS-13
b. Special delivery .....	SS-17
c. Special handling .....	SS-18

4.04 Fees

4.040 The fees for certificate of mailing service are set forth in Rate Schedule SS-4.

Classification Schedule SS-5—Certified Mail

5.01 Definition

5.010 Certified mail service is a service that provides a mailing receipt to the sender and a record of delivery at the office of address.

5.02 Description of Service

5.020 Certified mail service is provided for matter mailed as First-Class Mail.

5.021 If requested by the mailer, the time of acceptances by the Postal Service will be indicated on the receipt.

5.022 A record of delivery is retained at the office of delivery for a specified period of time.

5.023 If the initial attempt to delivery mail is not successful, a notice of arrival is left at the mailing address.

5.024 A receipt of mailing may be obtained only if the article is mailed at a post office, branch or station, or given to a rural carrier.

5.025 Additional copies of the original mailing receipt may be obtained by the mailer.

5.03 Deposit of Mail

5.030 Certified mail must be deposited in a manner specified by the Postal Service.

5.04 Other Services

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

	Classification schedule
a. Restricted delivery .....	SS-15
b. Return receipt .....	SS-16
c. Special delivery .....	SS-17

5.05 Fees

5.050 The fees for certified mail service are set forth in Rate Schedule SS-5.

**Classification Schedule SS-6—Collect on Delivery Service**

**6.01 Definition**

6.010 Collect on Delivery (COD) service is a service which allows a mailer to mail an article for which he has not been paid and have the price, the cost of postage and fees, and anticipated or past due charges collected by the Postal Service from the addressee when the article is delivered.

**6.02 Description of Service**

6.020 COD service is available for collection of \$600 or less upon the delivery of postage prepaid mail sent under the following classification schedules:

- a. Express Mail
- b. First-Class Mail
- c. Single Piece, Parcel Post, Bound Printed Matter, Special, and Library Standard Mail

6.0201 Service under this schedule is not available for:

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

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

6.022 A receipt is issued to the mailer for each piece of COD mail. Additional copies of the original mailing receipt may be obtained by the mailer.

6.023 Delivery of COD mail will be made in a manner specified by the Postal Service. If a delivery to the mailing address is not attempted or if a

delivery attempt is unsuccessful, a notice of arrival will be left at the mailing address.

6.024 The mailer may receive a notice of nondelivery if the piece mailed is endorsed appropriately.

6.025 The mailer may designate a new addressee or alter the COD charges by submitting the appropriate form and by paying the appropriate fee as set forth in Rate Schedule SS-6.

6.026 A claim for complete loss may be filed by the mailer only. A claim for damage or for partial loss may be filed by either the mailer or addressee.

6.027 COD indemnity claims must be filed within a specified period of time from the date the article was mailed.

**6.03 Requirements of the Mailer**

6.030 COD mail must be identified as COD mail.

**6.04 Deposit of Mail**

6.040 COD mail must be deposited in a manner specified by the Postal Service.

**6.05 Forwarding and Return**

6.050 A mailer of COD mail guarantees to pay any return postage, unless otherwise specified on the piece mailed.

6.051 For COD mail sent as Standard Mail, postage at the applicable rate will be charged to the addressee:

- a. When an addressee, entitled to delivery to the mailing address under Postal Service regulations, requests delivery of COD mail which was refused when first offered for delivery;
- b. For each delivery attempt, to an addressee entitled to delivery to the mailing address under Postal Service regulations, after the second such attempt.

**6.06 Other Services**

6.060 The following services, if applicable to the class of mail, may be obtained in conjunction with mail sent under this classification schedule upon payment of the applicable fee:

	Classification schedule
a. Registered mail, if sent as First-Class.	SS-14
b. Restricted delivery .....	SS-15
c. Special delivery .....	SS-17
d. Special handling .....	SS-18

**6.07 Fees**

6.070 Fees for COD service are set forth in Rate Schedule SS-6.

**Classification Schedule SS-8—Domestic Postal Money Orders**

**8.01 Definition**

8.010 Money order service is a service that provides the customer with an instrument for payment of a specified sum of money.

**8.02 Description of Service**

8.020 The maximum value for which a domestic postal money order may be purchased is \$700. Other restrictions on the number or dollar value of postal money order sales, or both, may be imposed in accordance with regulations prescribed by the Postal Service.

8.021 A receipt of purchase is provided at no additional cost.

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

8.0221 If a replacement money order is issued after the date of original issue because the original was spoiled or incorrectly prepared, the applicable money order fee may be collected from the customer.

8.023 Inquiries and/or claims may be filed by the purchaser, payee, or endorsee.

**8.03 Fees**

8.030 The fees for domestic postal money orders are set forth in Rate Schedule SS-8.

**Classification Schedule SS-9—Insured Mail**

**9.01 Definition**

9.010 Insured mail service is a service that provides the mailer with indemnity for loss of, rifling of, or damage to items sent under this classification schedule.

**9.02 Description of Service**

9.020 The maximum liability of the Postal Service under this schedule is \$600.

9.021 Insured mail service is available for mail sent under the following classification schedules:

- a. First-Class Mail, if containing matter which may be mailed as Standard Mail
- b. Single Piece, Parcel Post, Bound Printed Matter, Special, and Library Standard Mail

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

9.023 The mailer is issued a receipt for each item mailed. For items insured for more than \$50, a receipt of delivery is obtained by the Postal Service.

9.024 For items insured for more than \$50, a notice of arrival is left at the mailing address when the first attempt at delivery is unsuccessful.

9.025 A claim for complete loss may be filed by the mailer only. A claim for damage or for partial loss may be filed by either the mailer or addressee.

9.026 A claim for damage or loss on a parcel sent merchandise return (SS-20) may only be filed by the purchaser of the insurance.

9.027 Indemnity claims for insured mail must be filed within a specified period of time from the date the article was mailed.

9.028 Additional copies of the original mailing receipt may be obtained by the mailer, upon payment of the applicable fee set forth in Rate Schedule SS-9.

9.03 Deposit of Mail

9.030 Insured mail must be deposited in a manner specified by the Postal Service.

9.04 Forwarding and Return

9.040 By insuring an item, the mailer guarantees forwarding and return postage unless instructions on the piece mailed indicate that it not be forwarded or returned.

9.041 Mail undeliverable as addressed sent under this schedule will be returned to the sender as specified by the sender or by the Postal Service.

9.05 Other Services

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

	Classification schedule
a. Parcel Airlift .....	SS-13
b. Restricted delivery (for items insured for more than \$50).	SS-15
c. Return receipt (for items insured for more than \$50).	SS-16
d. Special delivery .....	SS-17
e. Special handling .....	SS-18
f. Merchandising return (shippers only).	SS-20

9.06 Fees

9.060 The fees for insured mail service are set forth in Rate Schedule SS-9.

Classification Schedule SS-10—Post Office Box Service

10.01 Definition

10.010 Post office box service is a service which provides the customer with a private, locked receptacle for the receipt of his mail during the hours when the lobby of a postal facility is open.

10.02 Description of Service

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

10.021 A post office box holder may request the Postal Service to deliver all mail properly addressed to him through the post office box. If the post office box is located at the post office indicated on the piece, it will be transferred without additional charge, in accordance with existing regulations.

10.022 Post office box service cannot be used when the sole purpose is, by subsequently filing change of address orders, to have mail forwarded or transferred to another address by the Postal Service free of charge.

10.03 Fees

10.030 Fees for post office box service are set forth in Rate Schedule SS-10.

10.031 In postal facilities primarily serving academic institutions or the students of such institutions, periods of rental and fees for post office boxes are:

Period for box rentals	Fee
95 days or less .....	1/2 semi-annual fee.
96 to 140 days .....	3/4 semi-annual fee.
141 to 190 days .....	Full semi-annual fee.
191 to 230 days .....	1 1/4 semi-annual fee.
231 to 270 days .....	1 1/2 semi-annual fee.
271 days to full year	Full annual fee.

10.032 No refunds will be made for boxes rented under section 10.031. For purposes of this classification schedule SS-10, the full annual fee is twice the amount of the semi-annual fee.

Classification Schedule SS-11—Mailing List Services

11.01 Definition

11.010 Mailing list services include:  
 a. Correction of mailing lists;  
 b. Change of address information for election boards and registration commissions;  
 c. ZIP coding of mailing lists; and  
 d. Arrangement of address cards in the sequence of delivery.

11.0101 Correction of mailing list service provides current information concerning name and address mailing lists or correct information concerning occupant mailing lists.

11.0102 ZIP coding of mailing lists service is a service identifying ZIP code addresses in areas served by multi-ZIP coded postal facilities.

11.02 Description of Service

11.020 Correction of mailing list service is available only to the following owners of name and address or occupant mailing lists:

- a. Members of Congress
- b. Federal agencies
- c. State government departments
- d. Municipalities
- e. Religious organizations
- f. Fraternal organizations
- g. Recognized charitable organizations
- h. Concerns or persons who solicit business by mail

11.0201 The following corrections will be made to name and address lists:

- a. Names to which mail cannot be delivered or forwarded will be deleted;
- b. Incorrect house, rural, or post office box numbers will be corrected;
- c. When permanent forwarding orders are on file for customers who have moved, new addresses including ZIP codes will be furnished;
- d. New names will not be added to the list.

11.0202 The following corrections will be made to occupant lists:

- a. Numbers representing incorrect or non-existent street addresses will be deleted;
- b. Business or rural route addresses will be distinguished if known;
- c. Corrected cards or sheets will be grouped by route;
- d. Street address numbers will not be added or changed.

11.0203 Corrected lists will be returned to customers at no additional charge.

11.021 Residential change-of-address information is available only to election boards or registration commissions for obtaining, if known to the Postal Service, the current address of an addressee.

11.022 ZIP coding or mailing list service provides that addresses will be sorted to the finest possible ZIP code sortation.

11.0221 Gummed labels, wrappers, envelopes or postal or post cards indicative of one-time use will not be accepted as mailing lists.

11.023 Sequencing of address cards service provides for the removal of incorrect addresses, notation of missing addresses and addition of missing addresses.

11.03 Requirements of Customer

11.030 A customer desiring correction of a mailing list or arrangement of address cards in sequence of carrier delivery must

submit the list or cards as prescribed by regulation.

11.04 Fees

11.040 The fees for mailing list services are set forth in Rate Schedules SS-11a, SS-11b, SS-11c and SS-11d.

Classification Schedule SS-12—On-Site Meter Setting

12.01 Definition

12.010 On-site meter setting or examination service is a service whereby the Postal Service will service a postage meter at the mailer's or meter manufacturer's premises.

12.02 Description of Service

12.020 On-site meter setting or examination service is available on a scheduled basis, and meter setting may be done on an emergency basis for those customers enrolled in the scheduled on-site meter setting or examination program.

12.03 Fees

12.030 The fees for on-site meter setting or examination service are set forth in Rate Schedule SS-12.

Classification Schedule SS-13—Parcel Airlift (PAL)

13.01 Definition

13.010 Parcel airlift service is a service that provides for air transportation of parcels on a space available basis to or from military post offices outside the contiguous 48 states.

13.02 Description of Service

13.020 Parcel airlift service is available for mail sent under the following classification schedule:

Standard Mail

13.03 Physical Limitations

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

13.04 Requirements of the Mailer

13.040 Mail sent under this schedule must be endorsed as prescribed by regulation.

13.05 Deposit of Mail

13.050 PAL mail must be deposited in a manner specified by the Postal Service.

13.06 Forwarding and Return

13.060 PAL mail sent for delivery outside the contiguous 48 states is

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

13.07 Other Services

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

	Classification schedule
a. Certificate of mailing .....	SS-4
b. Insured mail .....	SS-9
c. Restricted delivery (if insured for more than \$25).	SS-15
d. Return receipt (if insured for more than \$25).	SS-16
e. Special delivery (if mailed for delivery within the 48 contiguous states).	SS-17
f. Special handling .....	SS-18

13.08 Fees

13.080 The fees for parcel airlift service are set forth in Rate Schedule SS-13.

Classification Schedule SS-14—Registered Mail

14.01 Definition

14.010 Registered mail is a service which provides added protection to mail sent under this Domestic Mail Classification Schedule and optional indemnity in case of loss or damage.

14.02 Description of Service

14.020 Registered mail service is available to mailers of prepaid mail sent as First-Class Mail except that registered mail must meet the minimum requirements for length and width regardless of thickness.

14.021 Registered mail service provides optional insurance up to a maximum of \$25,000.

14.022 There is no limit on the value of articles sent under this classification schedule.

14.023 Registered mail service is not available for:

a. All delivery points because of the high security required for registered mail; in addition, not all delivery points will be available for registry and liability is limited in some geographic areas.

b. Mail of any class sent in combination with First-Class Mail;

c. Two or more articles tied or fastened together, unless the envelopes are enclosed in the same envelope or container.

14.024 The following services are provided as part of registered mail service at no additional cost to the mailer:

- a. A receipt;
- b. A record of delivery, retained by the Postal Service for a specified period of time;
- c. A notice of arrival will be left at the mailing address if the initial delivery attempt is unsuccessful;
- d. When registered mail is undeliverable-as-addressed and cannot be forwarded, a notice of nondelivery is provided.

14.025 A claim for complete loss of insured articles may be filed by the mailer only. A claim for damage or for partial loss of insured articles may be filed by either the mailer or addressee.

14.026 Indemnity claims for registered mail on which optional insurance has been elected must be filed within a specified period of time from the date the article was mailed.

14.027 No indemnity is paid on any matter registered free.

14.03 Deposit of Mail

14.030 Registered mail must be deposited in a manner specified by the Postal Service.

14.04 Service

14.040 Registered mail is provided maximum security.

14.05 Forwarding and Return

14.050 Registered mail is forwarded and returned without additional registry charge.

14.06 Other Services

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

	Classification schedule
a. Collect on delivery .....	SS-6
b. Restricted delivery .....	SS-15
c. Return receipt .....	SS-16
d. Special delivery .....	SS-17
e. Merchandise return (shippers only).	SS-20

14.07 Fees

14.070 The fees for registered mail and related optional indemnity purchase are set forth in Rate Schedule SS-14.

Classification Schedule SS-15—Restricted Delivery

15.01 Definition

15.010 Restricted delivery service is a service that provides a means by

which a mailer may direct that delivery will be made only to the addressee or to someone authorized by the addressee to receive such mail.

15.02 Description of Service

15.020 This service is available for mail sent under the following classification schedules:

	Classification schedule
a. Certified Mail .....	SS-5
b. COD Mail .....	SS-6
c. Insured Mail (if insured for more than \$50).	SS-9
d. Registered Mail .....	SS-14

15.021 Restricted delivery is available to the mailer at the time of mailing or after mailing.

15.022 Restricted delivery service is available only to natural persons specified by name.

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

15.024 Failure to provide restricted delivery service when requested after mailing, due to prior delivery, is not grounds for refund of the fee or communications charges.

15.03 Fees

15.030 The fees for restricted delivery service are set forth in Rate Schedule SS-15.

Classification Schedule SS-16—Return Receipts

16.01 Definition

16.010 Return receipt service is a service which provides evidence to the mailer that an article has been received at the delivery address.

16.02 Description of Service

16.020 Return receipt service is available for mail sent under the following classification schedules:

	Classification schedule
a. Certified mail .....	SS-5
b. COD mail .....	SS-6
c. Insured mail (if insured for more than \$50).	SS-9
d. Registered mail .....	SS-14
e. Express Mail.	
f. First-Class (merchandise only).	
g. Standard Mail (merchandise only).	

16.021 Return receipt service is available at the time of mailing or after mailing.

16.0211 Mailers requesting return receipt service at the time of mailing will be provided, as appropriate:

- a. The signature of the addressee or his agent and the date delivered, or
- b. The signature of the addressee or his agent, the date delivered and the address of delivery.

16.0212 Mailers requesting return receipt service *after mailing* will be provided the date of delivery and the name of the person who signed for the article.

16.022 If the mailer does not receive a return receipt within a specified period of time from the date of mailing, the mailer may request a duplicate return receipt. No fee is charged for a duplicate return receipt.

16.03 Fees

16.030 The fees for return receipt service are set forth in Rate Schedule SS-16.

Classification Schedule SS-17—Special Delivery

17.01 Definition

17.010 Special delivery service is a service that provides for preferential handling in dispatch and transportation, and delivery of mail as soon as practicable after arrival at the addressee's post office.

17.02 Description of Service

17.020 Special delivery service is available for mail sent under the following classification schedules:

- a. First-Class Mail
- b. Periodicals
- c. Single Piece, Parcel Post, Bound Printed Matter, Special, and Library Standard Mail

17.021 Special delivery is made only to addresses where it is known that such delivery can be made.

17.022 Special delivery mail is delivered during prescribed hours in addition to regular carrier delivery hours.

17.023 If delivery cannot be made a notice of arrival is left at the address.

17.03 Requirements of the Mailers

17.030 Mail sent under this classification schedule must be identified as prescribed by regulation.

17.04 Deposit of Mail

17.040 Special delivery mail must be deposited in a manner prescribed by the Postal Service.

17.05 Forwarding and Return

17.050 Special delivery mail which is forwarded or returned does not receive special delivery service unless the special delivery fee has been guaranteed, or if a forwarding order had been given by the addressee at the office of original address in advance of the arrival of the mail.

17.06 Other Services

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

	Classification schedule
a. Certificate of mailing .....	SS-4
b. Certified mail .....	SS-5
c. COD mail .....	SS-6
d. Insured mail .....	SS-9
e. Parcel airlift .....	SS-13
f. Registered mail .....	SS-14

17.07 Fees

17.070 The fees for special delivery service are set forth in Rate Schedule SS-17.

Classification Schedule SS-18—Special Handling

18.01 Definition

18.010 Special handling service is a service that provides preferential handling to the extent practicable during dispatch and transportation.

18.02 Description of Service

18.020 Special handling service is available for mail sent under the following classification schedules:

- a. First-Class Mail
- b. Single Piece, Parcel Post, Bound Printed Matter, Special, and Library Standard Mail

18.021 Special handling (or special delivery) service is mandatory for matter which requires special attention in handling, transportation and delivery.

18.03 Requirements of the Mailer

18.030 Mail sent under this schedule must be identified as prescribed by regulation.

18.04 Deposit of Mail

18.040 Mail sent under this schedule must be deposited in a manner prescribed by the Postal Service.

18.05 Forwarding and Return

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

18.06 Other Services

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

	Classi- fication schedule
a. COD mail .....	SS-6
b. Insured mail .....	SS-9
c. Parcel airlift .....	SS-13
d. Merchandise return (shippers only).	SS-20

18.07 Fees

18.070 The fees for special handling service are set forth in Rate Schedule SS-18.

Classification Schedule SS-19—  
Stamped Envelopes

19.01 Definition

19.010 Plain stamped envelopes and printed stamped envelopes are envelopes with postage thereon offered for sale by the Postal Service.

19.02 Description of Service

19.020 Stamped envelopes are available for:

- a. First-Class Mail within the first rate increment.
- b. Standard Mail mailed at a minimum per-piece rate as prescribed by the Postal Service.

19.021 Printed stamped envelopes may be obtained by special request.

19.03 Fees

19.030 The fees for stamped envelopes are set forth in Rate Schedule SS-19.

Classification Schedule SS-20—  
Merchandise Return

20.01 Definition

20.010 Merchandise return service provides a method whereby a shipper

may authorize its customers to return a parcel with the postage paid by the shipper. A shipper is the holder of a merchandise return permit.

20.02 Description of Service

20.020 Merchandise return service is available to all shippers who obtain the necessary permit and who guarantee payment of postage and fees for all returned parcels.

20.021 Merchandise return service is available for the return of any parcel under the following classification schedules.

- a. First-Class Mail
- b. Standard Mail

20.03 Requirements of the Mailer

20.030 Merchandise return labels must be prepared at the shipper's expense to specifications set forth by the Postal Service.

20.031 The shipper must furnish its customer with an appropriate merchandise return label.

20.04 Other Services

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

	Classi- fication schedule
a. Certificate of mailing .....	SS-4
b. Insured mail .....	SS-9
c. Registered mail .....	SS-14
d. Special handling .....	SS-18

20.041 Only the shipper may purchase insurance service for the merchandise return parcel by indicating the amount of insurance on the

merchandise return label before providing it to the customer. The customer who returns a parcel to the shipper under merchandise return service may not purchase insurance.

20.05 Fees

20.050 The fee for the merchandise return service is set forth in Rate Schedule SS-20. This fee is paid by the shipper.

20.06 Authorizations and Licenses

20.060 A permit fee as set forth in Rate Schedule 1000 must be paid once each calendar year by shippers utilizing merchandise return service.

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

Rate Schedules

Calculation of Postage

When a rate schedule contains per-piece and per pound rates, the postage shall be the sum of the charges produced by those rates.

When a rate schedule contains a minimum-per-piece rate and a pound rate, the postage shall be the greater of the two.

When the computation of postage yields a fraction of a cent in the charge, the next higher whole cent must be paid.

EXPRESS MAIL RATE SCHEDULES 121,122, AND 123 \*

[Dollars]

Weight not exceeding (pounds)	Schedule 121 same day airport service	Schedule 122 custom de- signed	Schedule 123 next day and second day PO to PO	Schedule 123 next day and second day PO to ad- dressee
1/2				
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				

EXPRESS MAIL RATE SCHEDULES 121,122, AND 123\*—Continued  
 [Dollars]

Weight not exceeding (pounds)	Schedule 121 same day airport service	Schedule 122 custom designed	Schedule 123 next day and second day PO to PO	Schedule 123 next day and second day PO to addressee
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				
30				
31				
32				
33				
34				
35				
36				
37				
38				
39				
40				
41				
42				
43				
44				
45				
46				
47				
48				
49				
50				
51				
52				
53				
54				
55				
56				
57				
58				
59				
60				
61				
62				
63				
64				
65				
66				
67				
68				
69				
70				

\* Notes:

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

**FIRST-CLASS MAIL RATE SCHEDULE  
221, LETTERS AND SEALED PARCELS**

Postage rate unit	Rate (cents)
<b>Letters &amp; Sealed Parcels</b>	
<b>Regular</b>	
Single First ounce	
Piece:	
Presort <sup>1</sup>	
Pre-barcoded parcels (experimental) <sup>11</sup>	
Courtesy Envelope Mail	
Additional Ounce <sup>2</sup>	
Nonstandard Surcharge	
Single Piece	
Presort	
<b>Automation—Presort<sup>1</sup></b>	
Letters <sup>3</sup>	
Basic Presort <sup>4</sup>	
3-Digit Presort <sup>5</sup>	
5-Digit Presort <sup>6</sup>	
Carrier Route Presort <sup>7</sup>	
Flats <sup>8</sup>	
Basic Presort <sup>9</sup>	
3/5-Digit Presort <sup>10</sup>	
Additional Ounce <sup>2</sup>	
Nonstandard Surcharge	

**Schedule 221 Notes:**

<sup>1</sup>A mailing fee of \$ must be paid once each year at each office of mailing by any person who mails other than Single Piece First-Class Mail. Payment of the fee allows the mailer to mail at any First-Class rate. For presorted mailing weighing more than 2 ounces, subtract cents per piece.

<sup>2</sup>Rate applies through 11 ounces. Heavier pieces are subject to Priority Mail rates.

<sup>3</sup>Rates apply to bulk-entered mailings of at least 500 letter-size pieces, which must be delivery point barcoded and meet other preparation requirements prescribed by the Postal Service.

<sup>4</sup>Rate applies to letter-size Automation-Presort category mail not mailed at 3-Digit, or Carrier Route rates.

<sup>5</sup>Rate applies to letter-size Automation-Presort category mail presorted to single or multiple three-digit ZIP Code designations as prescribed by the Postal Service.

<sup>6</sup>Rate applies to letter-size Automation-Presort category mail presorted to single or multiple five-digit ZIP Code destinations as prescribed by the Postal Service.

<sup>7</sup>Rate applies to letter-size Automation-Presort category mail presorted to carrier routes specified by the Postal Service.

<sup>8</sup>Rates apply to bulk-entered mailings of at least 500 flat-size pieces, each of which must be delivery-point barcoded or bear a ZIP+4 barcode, and must meet other preparation requirements prescribed by the Postal Service.

<sup>9</sup>Rate applies to flat-size Automation-Presort category mail not mail at the 3/5-Digit rate.

<sup>10</sup>Rate applies to flat-size Automation-Presort category mail presorted to single or multiple three- and five-digit ZIP Code destinations as specified by the Postal Service.

<sup>11</sup>Nonpresorted pre-barcoded parcels must be properly prepared and submitted in mailings of at least 50 pieces.

**FIRST-CLASS MAIL RATE SCHEDULE  
222**

[Postal and Post Cards]

Postage rate unit	Rate (cents)
<b>Cards</b>	
<b>Regular</b>	
Single Piece	
Presort <sup>1</sup>	
Automation-Presort <sup>1,2</sup>	
Basic Presort <sup>3</sup>	
3-Digit Presort <sup>4</sup>	
5-Digit Presort <sup>5</sup>	
Carrier Route Presort <sup>6</sup>	

**Schedule 222 Notes:**

<sup>1</sup>A mailing fee of \$ must be paid once each year at each office of mailing by any person who mails other than Single Piece First-Class Mail. Payment of the fee allows the mailer to mail at any First-Class rate.

<sup>2</sup>Rates apply to bulk-entered mailings of at least 500 pieces, which must be barcoded and meet other preparation requirements prescribed by the Postal Service.

<sup>3</sup>Rate applies to Automation-Presort category mail not mailed at 3-Digit, 5-Digit, or Carrier Route rates.

<sup>4</sup>Rate applies to Automation-Presort category mail presorted to single or multiple three-digit ZIP Code destinations as prescribed by the Postal Service.

<sup>5</sup>Rate applies to Automation-Presort category mail presorted to single or multiple five-digit ZIP Code destinations as prescribed by the Postal Service.

<sup>6</sup>Rate applies to Automation-Presort category mail presorted to carrier routes specified by the Postal Service.

**FIRST-CLASS MAIL RATE SCHEDULES 223 PRIORITY MAIL SUBCLASS \***

[Dollars]

Weight not exceeding (pounds)	L, 1,2,3	Zone 4	Zone 5	Zone 6	Zone 7	Zone 8
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						

FIRST-CLASS MAIL RATE SCHEDULES 223 PRIORITY MAIL SUBCLASS \*—Continued  
 [Dollars]

Weight not exceeding (pounds)	L, 1,2,3	Zone 4	Zone 5	Zone 6	Zone 7	Zone 8
30						
31						
32						
33						
34						
35						
36						
37						
38						
39						
40						
41						
42						
43						
44						
45						
46						
47						
48						
49						
50						
51						
52						
53						
54						
55						
56						
57						
58						
59						
60						
61						
62						
63						
64						
65						
66						
67						
68						
69						
70						

**\*Notes:**

1. The 2-pound rate is charged for matter sent in a 'flat rate' envelope provided by the Postal Service.
2. Add \$ for each pickup stop.
3. Pieces presented in mailings of at least 300 pieces and meeting applicable Postal Service regulations for presorted Priority Mail received the cente per-piece discount.
4. EXCEPTION: Parcels weighing less than 15 pounds, measuring over 84 inches in length and girth combined, and chargeable with a minimum rate equal to that for a 15-pound parcel for the zone to which addressed.
5. Pieces presented in mailings of at least 50 pieces and meeting applicable Postal Service regulations for pre-barcode Priority Mail parcels receive a discount of cents per piece (experimental).

**STANDARD MAIL RATE SCHEDULE  
321.1**  
[Single piece subclass]

	Rate <sup>1</sup> (cents)
Basic: One ounce or less Not more than two ounces Not more than three ounces Not more than four ounces Not more than five ounces Not more than six ounces Not more than seven ounces Not more than eight ounces Not more than nine ounces Not more than ten ounces Not more than eleven ounces Not more than thirteen ounces More than thirteen ounces but less than sixteen ounces Nonstandard Surcharge <sup>2</sup> Keys and identification Devices First 2 ounces Each additional 2 ounces	

**Schedule 321.1 Notes:**  
<sup>1</sup>When the postage rate computed at the single piece rate is higher than the rate prescribed in the other Standard Class parcel categories contained in rate schedules 322.1, 322.2, 322.3, or 323.1 for which the piece qualifies, the lower rate applies.  
<sup>2</sup>Applies only to pieces weighing one ounce or less.

**STANDARD MAIL RATE SCHEDULE  
321.2A REGULAR SUBCLASS**  
[Presort Category<sup>1</sup>]

	Rate <sup>1</sup> (cents)
Letter size Piece Rate Basic 3/5-Digit Destination Entry Discount per Piece BMC SCF Non-Letter Size Piece Rate Minimum per Piece 2/ Basic 3/5 Digit Destination Entry Discount per Piece BMC SCF Pound Rate 2/ Plus per Piece Rate Basic 3/5-Digit Destination Entry Discount per Pound BMC SCF	

**Schedule 321.2A Notes:**

<sup>1</sup>A fee of \$ must be paid each 12-month period for each bulk mailing permit  
<sup>2</sup>Mailer pays either the minimum piece rate or the pound rate, whichever is higher.

**STANDARD MAIL RATE SCHEDULE  
321.2B REGULAR SUBCLASS**  
[Automation Category<sup>1</sup>]

Letter size <sup>2</sup>	Rate (cents)
Piece Rate Basic Letter <sup>3</sup> 3-Digit Letter <sup>4</sup> 5-Digit Letter <sup>5</sup> Destination Entry Discount per Piece BMC SCF Flat size <sup>6</sup> Piece Rate Minimum per Piece <sup>7</sup> Basic Flat <sup>8</sup> 3/5-Digit Flat <sup>9</sup> Destination Entry Discount per Piece BMC SCF Pound Rate <sup>7</sup> Plus per piece Rate Basic Flat 3/5-Digit Flat Destination Entry Discount per Pound BMC SCF	

**Schedule 321.2B Notes:**  
<sup>1</sup>A fee of \$ must be paid once each 12-month period for each bulk mailing permit.  
<sup>2</sup>For letter-size automation pieces meeting applicable Postal Service regulations.  
<sup>3</sup>Rate applies to letter-size automation mail not mailed at 3-digit, 5-digit or carrier route rates.  
<sup>4</sup>Rate applies to letter-size automation presorted to single or multiple three-digit ZIP Code destinations as prescribed by the Postal Service.  
<sup>5</sup>Rate applies to letter-size automation presorted to single or multiple five-digit ZIP Code destinations as prescribed by the Postal Service.  
<sup>6</sup>For flat-size automation mail meeting applicable Postal Service regulations.  
<sup>7</sup>Mailer pays minimum piece rate or pound rate, whichever is higher.  
<sup>8</sup>Rate applies to flat-size automation mail not mailed at 3/5-digit rate.  
<sup>9</sup>Rate applies to flat-size automation mail presorted to single or multiple three- and five-digit ZIP Code destinations as prescribed by the Postal Service.

**STANDARD MAIL RATE SCHEDULE  
321.3**  
[Enhanced Carrier Route Subclass<sup>1</sup>]

	Rate (cents)
Letter Size Piece Rate Basic Basic Automated Letter <sup>2</sup> High Density Saturation Destination Entry Discount per Piece BMC SCF DDU <sup>3</sup> Non-Letter Size Piece Rate Minimum per Piece <sup>4</sup> Basic High Density Saturation Destination Entry Discount per Piece BMC SCF DDU <sup>3</sup> Pound Rate <sup>4</sup> Plus per Piece Rate Basic High Density Saturation Destination Entry Discount per Pound BMC SCF DDU <sup>3</sup>	

**Schedule 321.3 Notes:**  
<sup>1</sup>A fee of \$ must be paid each 12-month period for each bulk mailing permit.  
<sup>2</sup>Rate applies to letter-size automation mail presorted to routes specified by the Postal Service.  
<sup>3</sup>Applies only to enhanced carrier route mail.  
<sup>4</sup>Mailer pays either the minimum piece rate or the pound rate, whichever is higher.

STANDARD MAIL RATE SCHEDULE  
 321.4 NONPROFIT SUBCLASS <sup>1</sup>  
 [Full rates]

	Piece rate (cents)	Pound rate (cents)
Piece Rate		
Discounts (per piece)		
Destination Entry		
BMC		
SCF		
Delivery Office <sup>2</sup>		
Presort Level		
3/5 Digit		
Carrier Route		
Saturation		
Automation <sup>3</sup>		
ZIP + 4 <sup>4</sup>		
Basic		
3/5 Digit <sup>5</sup>		
Barcode <sup>4</sup>		
Basic		
3-Digit <sup>5</sup>		
5-Digit <sup>5</sup>		
Piece Rate <sup>6</sup>		
Discounts (per piece)		
Destination Entry		
BMC		
SCF		
Delivery Office <sup>2</sup>		
Presort Level		
3/5 Digit		
Carrier Route		
125-Piece Walk Sequence		
Saturation		
Automation <sup>7</sup>		
Barcode <sup>4</sup>		
Basic		
3/5 Digit		
Pound Rate <sup>6</sup>		
Pound Rate plus Per-Piece Rate		
Discounts		
Destination Entry (per pound)		
BMC		
SCF		
Delivery Office <sup>2</sup>		
Presort Level (per piece)		
3/5 Digit		
Carrier Route		
Saturation		
Automation (per piece) <sup>7</sup>		
Barcode <sup>4</sup>		
Basic		
3/5 Digit		

**Schedule 321.4 Notes:**

<sup>1</sup> A fee of \$ must be paid once each 12-month period for each bulk mailing permit.

<sup>2</sup> Applies only to carrier route presort, 125-piece walk sequence and saturation mail.

<sup>3</sup> For letter-size pieces meeting applicable Postal Service regulations.

<sup>4</sup> Among ZIP + 4 and barcode discounts, only one discount may be applied.

<sup>5</sup> Deducted from otherwise applicable 3/5-digit rate.

<sup>6</sup> Mailer pays either the piece or the pound rate, whichever is higher.





STANDARD MAIL RATE SCHEDULE 322.3A BOUND PRINTED MATTER SUBCLASS SINGLE PIECE RATES\*—Continued  
[Dollars]

Weight not exceeding (pounds)	Zones							
	Local	1 & 2	3	4	5	6	7	8
10 Per piece rate Per pound rate								

\* Includes both catalogs and similar bound printed matter.

STANDARD MAIL RATE SCHEDULE 322.3B BOUND PRINTED MATTER SUBCLASS BULK AND CARRIER ROUTE PRESORT RATES<sup>1</sup>

[Dollars]

Zone	Per-piece	Carrier route <sup>2</sup>	Per-pound
Local			
1 & 2			
3			
4			
5			
6			
7			
8			

<sup>1</sup> Includes both catalogs and similar bound printed matter.

<sup>2</sup> Applies to mailings of at least 300 pieces presorted to carrier route as prescribed by the Postal Service.

STANDARD MAIL RATE SCHEDULES 323.1 & 323.2 SPECIAL AND LIBRARY RATE SUBCLASSES

	Rates (cents)
Schedule 323.1: Special	Full Rates (cents)
First Pound	
Not presorted	
LEVEL A Presort (5-digits) <sup>1,2</sup>	
LEVEL B Presort (BMC) <sup>1,3</sup>	
Each additional pound through 7 pounds	
Each additional pound over 7 pounds	
Schedule 323.2: Library	
First pound	
Each additional pound through 7 pounds	
Each additional pound over 7 pounds	

**Schedule 323.1 Notes:**

<sup>1</sup> A fee must be paid once each 12-month period for each permit.

<sup>2</sup> For mailings of 500 or more pieces properly prepared and presorted to five-digit destination ZIP Codes.

<sup>3</sup> For mailings of 500 or more pieces properly prepared and presorted to Bulk Mail Centers.

PERIODICALS RATE SCHEDULE 421 REGULAR SUBCLASS<sup>1,2</sup>

	Postage rate unit	Rate <sup>3</sup> (cents)
Per pound:		
Nonadvertising Portion.	Pound	
Advertising Portion:		
Delivery Office <sup>4</sup> ...	Pound	
SCF <sup>5</sup> .....	Pound	
1&2 .....	Pound	
3 .....	Pound	
4 .....	Pound	
5 .....	Pound	
6 .....	Pound	
7 .....	Pound	
8 .....	Pound	
Science of Agriculture		
Delivery Office .....	Pound	
SCF .....	Pound	
Zone 1&2 .....	Pound	
PER PIECE: Less		cents. <sup>6</sup>
Nonadvertising Factor of		
Required Preparation <sup>7</sup> .	Piece	
Presorted to 3-digit city/5-digit.	Piece	
Presorted to Carrier Route.	Piece	
Discounts:		
Prepared to Delivery Office <sup>4</sup> .	Piece	
Prepared to SCF <sup>5</sup>	Piece	
High Density <sup>8</sup> .....	Piece	
Saturation <sup>9</sup> .....	Piece	
Automation Discounts for Automation Compatible Mail <sup>10</sup>		
From Required:		
Pre-barcoded letter size.	Piece	
Pre-barcoded flats.	Piece	
From 3/8 Digit:		
Pre-barcoded 3-digit letter size.	Piece	
Pre-barcoded 5-digit letter size.	Piece	
Pre-barcoded flats.	Piece	

**Schedule 421 Notes:**

<sup>1</sup> The rates in this schedule also apply to commingled nonsubscriber, non-requester, complimentary, and sample copies in excess of 10 percent allowance in regular-rate, non-profit, and classroom periodicals.

<sup>2</sup> Rates do not apply to otherwise regular rate mail that qualifies for the Within-County rates in Schedule 423.2.

<sup>3</sup> Charges are computed by adding the appropriate per-piece charge to the sum of the nonadvertising portion and the advertising portion, as applicable.

<sup>4</sup> Applies to carrier route (including high density and saturation) mail delivered within the delivery area of the originating post office.

<sup>5</sup> Applies to mail delivered within the SCF area of the originating SCF office.

<sup>6</sup> For postage calculations, multiply the proportion of nonadvertising content by this factor and subtract from the applicable piece rate.

<sup>7</sup> Mail presorted to 3-digit (other than 3-digit city), SCF, states, or mixed states.

<sup>8</sup> Applicable to high density mail, deducted from carrier route presort rate.

<sup>9</sup> Applicable to saturation mail, deducted from carrier route presort rate.

<sup>10</sup> For automation compatible mail meeting applicable Postal Service regulations.

PERIODICALS RATE SCHEDULE 423.2 WITHIN COUNTY [Full Rates]

	Rate (cents)
Per pound:	
General	
Delivery <sup>1</sup> Office	
Per piece:	
Required Presort	
Carrier Route Presort	
Per piece discounts:	
Delivery <sup>2</sup> Office	
125-piece Walk Sequence <sup>3</sup>	
Saturation	
Automation Discounts for Automation Compatible Mail <sup>4</sup>	
From Required:	
ZIP+4 Letter size	
3-Digit Pre-barcoded Letter size	
5-Digit Pre-barcoded Letter size	
3/8-Digit Pre-barcoded Flats	

<sup>1</sup> Applicable only to the pound charge of carrier route (including 125-piece walk sequence and saturation) presorted pieces to be delivered within the delivery area of the originating post office.

<sup>2</sup>Applicable only to carrier presorted pieces to be delivered within the delivery area of the originating post office.  
<sup>3</sup>Applicable only to batches of 125 or more pieces from carrier presorted pieces.  
<sup>4</sup>For automation compatible pieces meeting applicable Postal Service regulations.

<sup>3</sup>Applies to mail delivered within the SCF area of the originating SCF office.  
<sup>4</sup>For postage calculation, multiply the proportion of nonadvertising content by this factor and subtract from the applicable piece rate.  
<sup>5</sup>Mail presorted to 3-digit (other than 3-digit city), SCF, states, or mixed states.  
<sup>6</sup>For walk sequenced mail in batches of 125 pieces or more from carrier route presorted mail.  
<sup>7</sup>Applicable to saturation mail; deduct from carrier route presorted rate.  
<sup>8</sup>For automation compatible mail meeting applicable Postal Service regulations.  
<sup>9</sup>Not applicable to publications containing 10 percent or less advertising content.  
<sup>10</sup>If qualified, nonprofit publications may use Within-County rates for applicable portions of a mailing.

**PERIODICALS RATE SCHEDULE 423.4 CLASSROOM PUBLICATIONS<sup>10</sup>—Continued**

[Full Rates]

	Postage rate unit	Rate <sup>1</sup> (cents)
7 .....	Pound	
8 .....	Pound	

**PERIODICALS RATE SCHEDULE 423.3 PUBLICATIONS OF AUTHORIZED NONPROFIT ORGANIZATIONS<sup>10</sup>**

[Full Rates]

	Postage rate unit	Rate <sup>1</sup> (cents)
Nonadvertising portion:	Pound	
Advertising portion: <sup>9</sup>		
Delivery Office <sup>2</sup> .....	Pound	
SCF <sup>3</sup> .....	Pound	
1 & 2 .....	Pound	
3 .....	Pound	
4 .....	Pound	
5 .....	Pound	
6 .....	Pound	
7 .....	Pound	
8 .....	Pound	

**Schedule 423.3 Notes:**  
<sup>1</sup>Charges are computed by adding the appropriate per-piece charge to the sum of the nonadvertising portion and the advertising portion, as applicable.  
<sup>2</sup>Applies to carrier route (including 125-piece walk sequence and saturation) mail delivered within the delivery area of the originating post office.

**PERIODICALS RATE SCHEDULE 423.4 CLASSROOM PUBLICATIONS<sup>10</sup>**

[Full Rates]

	Postage rate unit	Rate <sup>1</sup> (cents)
Per pound:		
Nonadvertising Portion:	Pound	
Advertising Portion: <sup>9</sup>		
Delivery Office <sup>2</sup> .....	Pound	
Advertising Portion: <sup>9</sup>		
SCF <sup>3</sup> .....	Pound	
1 & 2 .....	Pound	
3 .....	Pound	
4 .....	Pound	
5 .....	Pound	
6 .....	Pound	

**Schedule 423.4 Notes:**  
<sup>1</sup>Charges are computed by adding the appropriate per-piece charge to the sum of the nonadvertising portion and the advertising portion, as applicable.  
<sup>2</sup>Applies to carrier route (including 125-piece walk sequence and saturation) mail delivered within the delivery area of the originating post office.  
<sup>3</sup>Applies to mail delivered within the SCF area of the originating SCF office.  
<sup>4</sup>For postage calculation, multiply the portion of nonadvertising content by this factor and subtract from the applicable piece rate.  
<sup>5</sup>Mail presorted to 3-digit (other than 3-digit city), SCF, states, or mixed states.  
<sup>6</sup>For walk sequenced mail in batches of 125 pieces or more from carrier route presorted mail.  
<sup>7</sup>Applicable to saturation mail; deduct from carrier route presorted mail.  
<sup>8</sup>For automation compatible mail meeting applicable Postal Service regulations.  
<sup>9</sup>Not applicable to publications containing 10 percent or less of advertising content.  
<sup>10</sup>If qualified, classroom publications may use Within-County rates for applicable portions of a mailing.

Special services	Description	Fee
SCHEDULE SS-1 Address Corrections .....	Per manual correction Per automated correction	
SCHEDULE SS-2 Business Reply Mail .....	Active business reply advance deposit account: Per Piece: Pre-barcoded Other Payment of postage due charges if active business reply mail advances deposit account not used Per Piece. Annual License and Accounting Fees: Accounting Fee for Advance Deposit Account Permit Fee (with or without Advance Deposit Account)	
SCHEDULE SS-4 Certificates of Mailing .....	Individual Pieces Original certificate of mailing for listed pieces of all classes of ordinary mail (per piece) Three or more pieces individually listed in a firm mailing book or an approved customer provided manifest (per piece) Each additional copy of original certificate of mailing or original mailing receipt for registered, insured, certified, and COD mail (each copy) Bulk Pieces: Identical pieces of First-Class and Single Piece, Regular, and Nonprofit Standard Mail paid with ordinary stamps, precanceled stamps, or meter stamps are subject to the following fees: Up to 1,000 pieces (one certificate for total number). Each additional 1,000 pieces or fraction. Duplicate copy.	(in addition to postage)
SCHEDULE SS-5 Certified Mail .....	Per Piece	(in addition to postage)
SCHEDULE SS-6		

Special services	Description	Fee
Collect on Delivery .....	Amount to be collected, or Insurance Coverage Desired Notice of nondelivery of COD Alteration of COD charges or designation of new addresses	(in addition to postage) Registered COD
SCHEDULE SS-8 Money Orders .....	Domestic \$0.01 to \$700 APO-FPO \$0.01 to \$700 Inquiry Fee, which includes the issuance of copy of a paid money order	
SCHEDULE SS-9 Insured Mail .....	Liability:	

	Box size	Box capacity (cu. in.)	Semi-annual fees		
			IA	IB	IC
SCHEDULE SS-10 Post Office Boxes and Caller Service					
A. Post Office Box Semi-Annual Rental Rate					
Group I—offices with city carrier service.	1	under 296.			
	2	296-499.			
	3	500-999.			
	4	1000-1999.			
	5	2000 & over.			
Group II—offices city carrier .....	1	annual.			
	2	annual.			
	3	semi-annual.			
	4	semi-annual.			
	5	semi-annual.			
Group III—offices rural carrier .....	1-5	annual.			
B. Caller Service					
For Caller Service .....		semi-annual.			
For Each Reserved Call Number .....		annual.			

	Description	Fee
SCHEDULE SS-11a Zip Coding of Mailing Lists .....	Per thousand addresses	
SCHEDULE SS-11b Correction of Mailing Lists	Per submitted address Minimum charge per list corrected	
SCHEDULE SS-11c Address Changes for Election Boards and Registration Per change of address Commissions		
SCHEDULE SS-11d Corrections Associated with Arrangement of Address Cards in Carrier Delivery Per correction Sequence NOTE: When rural routes have been consolidated or changed to another post office, no charge will be made for correction if the list contains only names of persons residing on the route or routes involved.		
SCHEDULE SS-12 On-site Meter Setting .....	First Meter .....	By appointment Unscheduled request Additional meters Checking meter in or out of (per meter) service Fee (in addition to Parcel Post postage)
SCHEDULE SS-13 Parcel Air Lift .....	Up to 2 pounds Over 2 up to 3 pounds	

		Fee
	Over 3 up to 4 pounds Over 4 pounds	

	Value	Fees (in addition to postage)	
		For Articles Covered by Insurance	For Articles Not Covered by Insurance
Schedule SS-14—Registered Mail: ...	\$0.00 to \$100 100.01 to 500 500.01 to 1,000 1,000.01 to 2,000 2,000.01 to 3,000 3,000.01 to 4,000 4,000.01 to 5,000 5,000.01 to 6,000 6,000.01 to 7,000 7,000.01 to 8,000 8,000.01 to 9,000 9,000.01 to 10,000 10,000.01 to 11,000 11,000.01 to 12,000 12,000.01 to 13,000 13,000.01 to 14,000 14,000.01 to 15,000 15,000.01 to 16,000 16,000.01 to 17,000 17,000.01 to 18,000 18,000.01 to 19,000 19,000.01 to 20,000 20,000.01 to 21,000 21,000.01 to 22,000 22,000.01 to 23,000 23,000.01 to 24,000 24,000.01 to 25,000 \$25,000.01 to \$1,000,000 Plus handling charge per \$1,000 or fraction over first \$25,000 \$1,000,000 to \$15,000,000 Plus handling charge per \$1,000 or fraction over first \$1,000,000.. Over \$15,000,000: additional charges may be based on consideration of weight, space and value..		

	Description	Fee (in addition to postage)
SCHEDULE SS-15 Restricted Delivery Per Piece		Fee (in addition to postage)
SCHEDULE SS-16 Return Receipts .....	Requested at time of mailing: Showing to whom (signature) and date delivered Merchandise only—without another special service Showing to whom (signature) and date and address where delivered Merchandise only—without another special service Requested after mailing: Showing to whom and date delivered	
SCHEDULE SS-17 Special Delivery .....	First-Class and priority Mail Not more than 2 pounds Over 2 pounds but not over 10 pounds Over 10 pounds All Other Classes Not more than 2 pounds Over 2 pounds but not over 10 pounds Over 10 pounds	
SCHEDULE SS-18 Special handling .....	Not more than 10 pounds More than 10 pounds	
SCHEDULE SS-19 Stamped Single Sale Envelopes	BULK (500) #6¾ size: Regular Window BULK (500) size > #6¾ through #10 <sup>1</sup> Regular Window Multi-Color Printing (500) #6¾ size, #10 size <sup>1</sup> Printing charge per 500 Envelopes (for each type of printed envelope) Minimum Order (500) envelopes Order for 1,000 or more envelopes Double Window (500)—Size > #6¾ through #10 <sup>1</sup> Household (50): size #6¾—Regular Window size > #6¾ through #10—Regular Window	
SCHEDULE SS-20 Merchandise Per Transaction Return	Shipper must have an advance deposit account (see DMCS Schedule 1000)	\$0.30
SCHEDULE 1000 Fees .....	First-Class Presorted Mailing Fee Periodicals Fees A. Original Entry B. Additional Entry C. Re-entry D. Registration for News Agents Regular, Enhanced Carrier Route and Nonprofit Standard Mail Bulk Mailing Fee Parcel Post: Destination BMC Special Standard Mail Presorted Mailing Fee Authorization to Use Permit Imprint Merchandise Return (per facility receiving merchandise return labels) Business Reply Mail Permit	

<sup>1</sup> Fee for precancelled envelopes is the same.

Issued by the Commission on June 18, 1996.  
Cyril J. Pittack,  
*Acting Secretary.*  
[FR Doc. 96-15932 Filed 6-24-96; 8:45 am]  
BILLING CODE 7710-FW-P

## ENVIRONMENTAL PROTECTION AGENCY

### 40 CFR Part 70

[TX-FRL-5526-4]

#### Clean Air Act Final Interim Approval of Operating Permits Program; the State of Texas

**AGENCY:** Environmental Protection Agency (EPA).

**ACTION:** Final Source Category-Limited Interim Approval.

**SUMMARY:** The EPA is promulgating source category-limited interim approval of the Operating Permits program submitted by the Texas Natural Resource Conservation Commission (TNRCC) for the State of Texas for the purpose of complying with Federal requirements for an approvable State program to issue operating permits to all major stationary sources, except any sources of air pollution over which an Indian tribe has jurisdiction.

**EFFECTIVE DATE:** July 25, 1996.

**ADDRESSES:** Copies of the State's submittal and other supporting information used in developing this source category-limited interim approval are available for inspection during normal business hours at the following location:

EPA, Region 6, Permits Section (6PD-R),  
1445 Ross Avenue, Suite 700, Dallas,  
Texas 75202-2733.

TNRCC

C, Office of Air Quality, 12124 Park 35  
Circle, Austin, Texas 78753.

**FOR FURTHER INFORMATION CONTACT:**

David F. Garcia, Permits Section (6PD-R), EPA, Region 6, 1445 Ross Avenue, Suite 700, Dallas, Texas 75202-2733, telephone (214) 665-7217.

**SUPPLEMENTARY INFORMATION:**

#### I. Background and Purpose

Title V of the 1990 Clean Air Act Amendments (sections 501-507 of the Clean Air Act (the Act)), and implementing regulations at 40 CFR part 70 require that States develop and submit Operating Permits programs to EPA by November 15, 1993, and that EPA act to approve or disapprove each program within one year after receiving the submittal. The EPA's program

review occurs pursuant to section 502 of the Act and the part 70 regulations, which together outline criteria for approval or disapproval. Where a program substantially, but not fully, meets the requirements of part 70, EPA may grant the program interim approval for a period of up to two years. If EPA has not fully approved a program by two years after November 15, 1993, or by the end of an interim program, it must establish and implement a Federal program.

On June 7, 1995, EPA proposed source category-limited interim approval of the Operating Permits program for the State of Texas. See 60 FR 30037 (June 7, 1995). The EPA received comments on the proposal and compiled an updated Technical Support Document which describes the Operating Permits program in greater detail. In this document, EPA is taking final action to promulgate source category-limited interim approval of the Operating Permits program for the State of Texas.

#### II. Final Action and Implications

##### A. Analysis of State Submission

The Governor of Texas submitted a title V Operating Permits program for the State of Texas on September 17, 1993, and supplemental submittals from the Executive Director of TNRCC on October 28, 1993, and November 12, 1993. The Texas title V Operating Permits program includes among other things TNRCC Regulation XII, title 30 of the Texas Administrative Code (TAC) Chapter 122 "Federal Operating Permits" (the Texas permit regulation) and TNRCC General Rules, title 30 of TAC, section 101 (the Texas fee regulation).

The EPA identified and discussed the specific inconsistencies precluding full approval of the Texas program in the June 7, 1995, Federal Register document. It is essential that these inconsistencies be remedied by the State consistent with the Act and part 70 prior to EPA granting full approval of the State's Operating Permits program. The State committed to address certain of the identified inconsistencies in a manner sufficient to satisfy EPA concerns. The State in the October 3, 1995, letter agreed to: (1) Revise section 122.120(4)(A-B) of the Texas permit regulation regarding source applicability; (2) revise section 122.010 of the Texas permit regulation to make the Texas definition of "air pollutant" consistent with part 70, as it relates to regulated air pollutant; (3) revise section 122.010 of the Texas permit regulation

to make the definition of "site" consistent with part 70, as it relates to research and development activities; (4) revise section 122.132 of the Texas permit regulation in regard to compliance schedule requirements; (5) revise section 122.211 of the Texas permit regulation to require "similar" changes allowed under an Administrative Amendment to be approved by EPA; and (6) revise section 122.202 of the Texas permit regulation as it relates to General Permits. These particular rules will be acceptable for full approval if the State makes the changes in its rules as specified in the letter. Also, the State's criminal enforcement provisions meet title V and part 70. The EPA proposed in the June 7, 1995, notice to accept that these criminal enforcement statutory provisions satisfied the intent of part 70 and solicited comments. No adverse comments were received. The EPA's position is that the State's criminal enforcement provisions are acceptable for both interim and full approval.

During the State's process to revise the Operating Permit regulation for full title V approval, EPA will comment based on the part 70 rule in place at the time. In the action on the State's submittal for full approval, EPA will use the criteria in whatever is the final part 70 regulation, whether it be the existing July 21, 1992, regulation or a later version (part 70).

##### B. Response to Comments

The EPA received three comment letters (including one from TNRCC) during the 30-day public comment period held on the proposed interim approval of the Texas program. The commenters requested a 90-day extension of the public comment period based on interest to reevaluate the Texas title V program and submit a plan with a redesigned Texas title V program. The EPA extended the comment period until October 5, 1995, in a Federal Register notice published August 4, 1995. Comments were received from 27 parties during the extended period. Below is EPA's response to comments received on the proposed source category-limited interim approval for the Texas Operating Permits program.

1. *Comment 1*—All the comments received unanimously suggested EPA delay and/or defer final approval of the Texas interim program until such time as TNRCC is able to submit a revised Regulation XII and program submittal.

*EPA Response*—The EPA cannot "delay and/or defer" an action on a pending title V program submittal. However, in addition to preparing a Response to Comments and a Federal