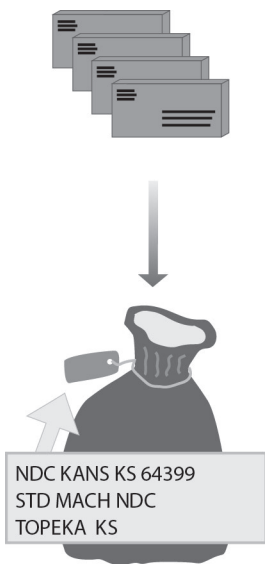


Commercial - USPS Marketing Mail Machinable Parcels

Physical Standards (201)	<p>Minimum weight: 3.5 ounces.</p> <p>Maximum weight: less than 16 ounces.</p> <p>For an overview of the physical standards for commercial parcels, see Quick Service Guide 201e.</p>
Prices and Fees (243.1.0)	<p>For a complete listing of commercial USPS Marketing Mail prices, see Notice 123–Price List.</p> <p>USPS Marketing Mail machinable parcels must bear an Intelligent Mail package barcode (IMpb) and Intelligent Mail matrix barcode (IMmb).</p> <p>Destination discounts apply to mail prepared as prescribed by USPS and addressed for delivery within service area of destination SCF (5-digit and SCF) or delivery unit (5-digit only) under 246.</p> <p>Annual presort mailing fee applies.</p>
Content (243.2.0)	<p>Pieces are eligible if not required to be mailed at First-Class Mail prices or not authorized for Periodicals prices. Nonprofit prices require specific authorization (703.1.0).</p>
Eligibility Standards (243.3.0)	<p>Mailings of 200 or more addressed pieces (or 50 pounds of addressed pieces), sorted and marked as described below. Machinable parcels (201.7.5) and nonstandard parcels (201.7.6) may not be combined in the same mailing.</p> <p>Each piece must include a complete delivery address with correct ZIP Code or ZIP+4 code.</p> <p>A certified process must be used at least once a year to ensure accuracy of 5-digit ZIP Codes.</p> <p>Mail prepared using an extra service must bear a return address and an ancillary service endorsement that results in the return of the mailpiece if undeliverable (243.4.4).</p> <p>Addresses on all pieces must be updated within 95 days before mailing through a USPS-approved address update method (e.g., ACS, NCOA^{Link}, or the appropriate ancillary service endorsement, except Forwarding Service Requested, under 507.1.5.3). For an overview of the Move Update standards, see Quick Service Guide 602a.</p>
Postage Payment and Documentation (244)	<p>Meter (604.4.0), or permit imprint (604.5.0).</p> <p>Documentation:</p> <ul style="list-style-type: none"> ■ Postage statement: <ul style="list-style-type: none"> Regular: PS Form 3602-R, PS Form 3602-EZ. Nonprofit: PS Form 3602-N, PS Form 3602-NZ. ■ Supporting documentation: required unless correct price is affixed to each piece or unless each piece is of identical weight and separated by price when presented for acceptance; documentation generated by PAVE-certified software or printed in standardized format. <p>Additional standards apply to mailings of nonidentical-weight pieces.</p>
Mail Preparation (245)	<p>Marking on each piece in the postage area (202.3.0):</p> <ul style="list-style-type: none"> ■ Regular: “Marketing” or “MKTG” or “MKT”, “Standard” or “STD”, “Presorted USPS Marketing” or “PRSRT MKTG” or “PRSRT MKT”, “Presorted Standard” or “PRSRT STD.” ■ Nonprofit: “Nonprofit Organization,” “Nonprofit Org.,” or “Nonprofit.” <p>Note: Both markings (e.g., Mktg or STD) are acceptable in the same mailing.</p> <p>For barcode placement, see 202.6.0.</p> <p>For use of detached address labels or detached marketing labels with merchandise samples more than 5 inches wide (high) or 1/4 inch thick, or nonuniform in thickness, see 602.4.0.</p>
Enter and Deposit (246)	<p>Mailing entered at an acceptance point designated by USPS.</p>

Machinable Sacking Sequence—when entered at Origin (245.11.3)**Origin NDC**

Sacks: Required, no minimum.

Labels: For Line 1, use [L601](#), Column B. For Line 2, "STD MACH NDC."

Price: Mixed NDC

**Mixed NDC**

Sacks: Required, no minimum for all remaining mail.

Labels: For Line 1, "MXD" followed by [L601](#), Column B information for the facility serving the 3-digit ZIP Code prefix of the entry Post Office. For Line 2, "STD MACH WKG."

Price: Mixed NDC

For DDU price eligibility and preparation see DMM [240](#).