Draft Redline 10/30/26

United States Postal Service

Postage Statement—First-Class Mail and USPS Ground Advantage

Use this form for First-Class Mail and USPS Ground Advantage

Post Office: Note Mail Arrival Date & Time (Do Not Round-Stamp)

Mailer

Permit Holder Name, Address, Email, Telephone

EPS Cust. Ref. No. _____ CRID _____

Mailing Agent (If other than permit holder) Name, Address, Telephone

CRID _____

Mail Owner (If other than permit holder) Name, Address

CRID _____

Mailing

Post Office of Mailing

Mailer's Mailing Date

Federal Agency Cost Code

Statement Seq. No.

Permit #

No. and type of Containers
- ____ Sacks
- ____ 1 ft. Letter Trays
- ____ 2 ft. Letter Trays
- ____ EMM Letter Trays
- ____ Flat Trays
- ____ Pallets
- ____ Other

Type of Postage
- ☐ Permit Imprint
- ☐ Precanceled Stamps
- ☐ Metered

Processing Category
- ☐ Letters
- ☐ Flats
- ☐ Parcels

Move Update Method
- ☐ Ancillary Service Endorsement
- ☐ NCOA^Link
- ☐ ACS
- ☐ Alternative Method
- ☐ Multiple
- ☐ OneCode ACS
- ☐ n/a Alternative Address Format

For Mail Enclosed within Another Class
- ☐ Marketing Mail
- ☐ Bound Printed Matter
- ☐ Library Mail
- ☐ Periodicals
- ☐ Media Mail

Combined Mailing/Discount
- ☐ Single Class
- ☐ SCF Pallet Discount

Weight of a Single Piece
__ __.__ __ __ __ pounds

SSF Transaction ID#

Total Pieces

Total Weight

Letter or flat-size mailpieces contain:
- ☐ Round Trip ONLY: One DVD/CD or other disk.

Political Campaign Mailing ☐ Yes ☐ No

Election Mail - Official Ballots ☐ Yes ☐ No

Election Mail - Non-Ballot Materials ☐ Yes ☐ No

Parcels Only Hold For Pickup (HFPU)
No. of pieces _____

Customer Generated Electronic Labels
- ☐ SigCon

For Automation Price Pieces, Enter Date of Address Matching and Coding
__ __/__ __/__ __ __ __

Postage

Parts Completed (Select all that apply): ☐ A ☐ B ☐ C ☐ D ☐ S ☐ Z ☐ NSA

1	**Subtotal Postage** (Add parts totals)	
2	Price at Which Postage Affixed (Check one). ☐ Correct ☐ Lowest ☐ Neither Complete if mailing includes pieces bearing metered/PC Postage. ____ pcs. x $_____._____ = **Postage Affixed**	-
3	**Incentive/Discount Flat Dollar Amount**	-
4	**Permit #** _____ **Net Postage Due (Line 1 +/- Lines 2, 3)**	
	Fuel Surcharge Percentage effective on mailing date _____	

new line

USPS Use Only

Additional Postage Payment (State reason)		
For postage affixed, add additional payment to net postage due; for permit imprint, add additional payment to total postage.	**Total Adjusted Postage Affixed**	
Postmaster: Report Total Postage in **AIC 121** (Permit Imprint Only)	**Total Adjusted First-Class Mail Postage Permit Imprint**	
Postmaster: Report Total Postage in **AIC 150** (Permit Imprint Only)	**Total Adjusted USPS Ground Advantage Postage Permit Imprint**	

Certification

Incentive/Discount Claimed: _____

The mailer's signature certifies acceptance of liability for and agreement to pay any revenue deficiencies assessed on this mailing, subject to appeal. If an agent signs this form, the agent certifies that he or she is authorized to sign on behalf of the mailer and that the mailer is bound by the certification and agrees to pay any deficiencies. In addition, agents may be liable for any deficiencies resulting from matters within their responsibility, knowledge, or control. The mailer hereby certifies that all information furnished on this form is accurate, truthful, and complete; that the mail and the supporting documentation comply with all postal standards and that the mailing qualifies for the prices and fees claimed; and that the mailing does not contain any matter prohibited by law or postal regulation. I understand that anyone who furnishes false or misleading information on this form or who omits information requested on this form may be subject to criminal and/or civil penalties, including fines and imprisonment.

Privacy Notice: For information regarding our Privacy Policy visit *www.usps.com.*

Signature of Mailer or Agent

Printed Name of Mailer or Agent Signing Form

Telephone

USPS Use Only

To be completed in non-PostalOne! sites

Weight of a Single Piece
__ __.__ __ __ __ pounds

Total Weight

Total Pieces

Total Postage

Presort Verification Performed? (If required) ☐ Yes ☐ No

I CERTIFY that this mailing has been inspected for each item below if required:
(1) eligibility for postage prices claimed;
(2) proper preparation (and presort where required);
(3) proper completion of postage statement;
(4) payment of annual fee; and
(5) sufficient funds on deposit (if required)

USPS Employee's Signature

Are postage figures at left adjusted from mailer's entries? ☐ Yes ☐ No If yes, reason:

Date Mailer Notified

Contact

By (Initials)

Time AM PM

Print USPS Employee's Name

Round Stamp (Required)
Payment Date

This form and mailing standards are available on Postal Explorer at ***pe.usps.com.***

First-Class Mail

Part A — Automation Price

Postcards (eligible for postcard price)

		Price	No. of Pieces	Subtotal Postage	Discount Total*	Total Postage
A1	5-Digit					
A2	3-Digit					
A3	Mixed					

Letters

		Price	No. of Pieces	Subtotal Postage	Discount Total*	Total Postage
A4	5-Digit					
A5	3-Digit					
A6	Mixed					

Flats

		Price	No. of Pieces	Subtotal Postage	Discount Total*	Total Postage
A7	5-Digit					
A8	3-Digit					
A9	Mixed					

* May contain both Full Service Intelligent Mail and other discount—see Instructions page for additional information.

A10	**Part A Total** (Add lines A1 — A9)	

SCF Pallet Discount

A11	DISPLAY ONLY	5-Digit Automation Postcards — Number of Pieces that Comply _____ x $_____ =	
A12	DISPLAY ONLY	3-Digit Automation Postcards — Number of Pieces that Comply _____ x $_____ =	
A13	DISPLAY ONLY	5-Digit Automation Letters — Number of Pieces that Comply _____ x $_____ =	
A14	DISPLAY ONLY	3-Digit Automation Letters — Number of Pieces that Comply _____ x $_____ =	
A15	DISPLAY ONLY	5-Digit Automation Flats — Number of Pieces that Comply _____ x $_____ =	
A16	DISPLAY ONLY	3-Digit Automation Flats — Number of Pieces that Comply _____ x $_____ =	

Full Service Intelligent Mail Option

A17	DISPLAY ONLY	Postcards — Number of Pieces that Comply _____ x $_____ =	
A18	DISPLAY ONLY	Letters — Number of Pieces that Comply _____ x $_____ =	
A19	DISPLAY ONLY	Flats — Number of Pieces that Comply _____ x $_____ =	

First-Class Mail

Part B — Nonautomation Price

Postcards (eligible for postcard price)

		Price	No. of Pieces	Subtotal Postage	Discount Total	Total Postage
B1	Presorted					
B2	Single-Piece					

Machinable Letters

		Price	No. of Pieces	Subtotal Postage	Discount Total	Total Postage
B3	3-Digit					
B4	Mixed					
B5	Residual From First-Class Mail Mailing (Includes up to 1 oz. **and** between 1 oz. and 3.5 oz.)					
B6	Nonpresorted/Single-Piece*					
B7	Single-Piece From USPS Marketing Mail Mailing					

Nonmachinable Letters

		Price	No. of Pieces	Subtotal Postage	Discount Total	Total Postage
B8	5-Digit					
B9	3-Digit					
B10	Mixed					
B11	Nonpresorted/Single-Piece*					
B12	Single-Piece From USPS Marketing Mail Mailing					
B13	Nonmachinable Surcharge** (for single-piece letters)					

Flats

		Price	No. of Pieces	Subtotal Postage	Discount Total	Total Postage
B14	Presorted					
B15	Single-Piece					
B16	Single-Piece From USPS Marketing Mail Mailing					

Permit Reply Mail

		Price	No. of Pieces	Subtotal Postage	Discount Total	Total Postage
B17	Single-Piece Letters (1 oz. or less)					
B18	Single-Piece Letters (over 1 oz. to 3.5 oz.)					
B19	Single-Piece Flats (1 oz. or less)					
B20	Single-Piece Flats (over 1 oz. to 13 oz.)					

* First-Class Mail metered letter price
** Only on FCM letters with one or more nonmachinable characteristics

B21	**Part B Total** (Add lines B1 — B20)	

SCF Pallet Discount

B22	DISPLAY ONLY	Nonautomation Presorted Postcards — Number of Pieces that Comply _____ x $_____ =	
B23	DISPLAY ONLY	3-Digit Nonautomation Machinable Letters — Number of Pieces that Comply _____ x $_____ =	
B24	DISPLAY ONLY	5-Digit Nonautomation Nonmachinable Letters — Number of Pieces that Comply _____ x $_____ =	
B25	DISPLAY ONLY	3-Digit Nonautomation Nonmachinable Letters — Number of Pieces that Comply _____ x $_____ =	
B26	DISPLAY ONLY	Nonautomation Presorted Flats — Number of Pieces that Comply _____ x $_____ =	

Add New Columns

Part C — USPS Ground Advantage — Commercial Parcels

Commercial Parcels

		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C1	Zone 1							
C2	Zone 2							
C3	Zone 3							
C4	Zone 4							
C5	Zone 5							
C6	Zone 6							
C7	Zone 7							
C8	Zone 8							
C9	Zone 9							

Commercial Prices — NSA

		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C10	Sgl Pc							

Oversized

		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C11	Zone 1							
C12	Zone 2							
C13	Zone 3							
C14	Zone 4							
C15	Zone 5							
C16	Zone 6							
C17	Zone 7							
C18	Zone 8							
C19	Zone 9							

Dimensional

		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C20	Zone 1							
C21	Zone 2							
C22	Zone 3							
C23	Zone 4							
C24	Zone 5							
C25	Zone 6							
C26	Zone 7							
C27	Zone 8							
C28	Zone 9							

C29	**Part C Commercial Parcels Subtotal** (Add lines C1 - C28)	

Add New Columns

Part C — USPS Ground Advantage — Cubic

Tier 1 (Up to .10)		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C30	Zone 1							
C31	Zone 2							
C32	Zone 3							
C33	Zone 4							
C34	Zone 5							
C35	Zone 6							
C36	Zone 7							
C37	Zone 8							
C38	Zone 9							

Tier 2 (Up to .20)		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C39	Zone 1							
C40	Zone 2							
C41	Zone 3							
C42	Zone 4							
C43	Zone 5							
C44	Zone 6							
C45	Zone 7							
C46	Zone 8							
C47	Zone 9							

Tier 3 (Up to .30)		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C48	Zone 1							
C49	Zone 2							
C50	Zone 3							
C51	Zone 4							
C52	Zone 5							
C53	Zone 6							
C54	Zone 7							
C55	Zone 8							
C56	Zone 9							

Tier 4 (Up to .40)		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C57	Zone 1							
C58	Zone 2							
C59	Zone 3							
C60	Zone 4							
C61	Zone 5							
C62	Zone 6							
C63	Zone 7							
C64	Zone 8							
C65	Zone 9							

Tier 5 (Up to .50)		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C66	Zone 1							
C67	Zone 2							
C68	Zone 3							
C69	Zone 4							
C70	Zone 5							
C71	Zone 6							
C72	Zone 7							
C73	Zone 8							
C74	Zone 9							

Add New Columns

Part C — USPS Ground Advantage — Cubic — Continued

Tier 6 (Up to .60)		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C75	Zone 1							
C76	Zone 2							
C77	Zone 3							
C78	Zone 4							
C79	Zone 5							
C80	Zone 6							
C81	Zone 7							
C82	Zone 8							
C83	Zone 9							

Tier 7 (Up to .70)		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C84	Zone 1							
C85	Zone 2							
C86	Zone 3							
C87	Zone 4							
C88	Zone 5							
C89	Zone 6							
C90	Zone 7							
C91	Zone 8							
C92	Zone 9							

Tier 8 (Up to .80)		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C93	Zone 1							
C94	Zone 2							
C95	Zone 3							
C96	Zone 4							
C97	Zone 5							
C98	Zone 6							
C99	Zone 7							
C100	Zone 8							
C101	Zone 9							

Tier 9 (Up to .90)		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C102	Zone 1							
C103	Zone 2							
C104	Zone 3							
C105	Zone 4							
C106	Zone 5							
C107	Zone 6							
C108	Zone 7							
C109	Zone 8							
C110	Zone 9							

Tier 10 (Up to 1.00)		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C111	Zone 1							
C112	Zone 2							
C113	Zone 3							
C114	Zone 4							
C115	Zone 5							
C116	Zone 6							
C117	Zone 7							
C118	Zone 8							
C119	Zone 9							

C120	**Part C Cubic Subtotal** (Add lines C30 - C119)	

Add New Columns

USPS Ground Advantage

Part C — Retail Parcels

Retail Parcels		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C121	Zone 1							
C122	Zone 2							
C123	Zone 3							
C124	Zone 4							
C125	Zone 5							
C126	Zone 6							
C127	Zone 7							
C128	Zone 8							
C129	Zone 9							

Oversized		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C130	Zone 1							
C131	Zone 2							
C132	Zone 3							
C133	Zone 4							
C134	Zone 5							
C135	Zone 6							
C136	Zone 7							
C137	Zone 8							
C138	Zone 9							

Dimensional		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C139	Zone 1							
C140	Zone 2							
C141	Zone 3							
C142	Zone 4							
C143	Zone 5							
C144	Zone 6							
C145	Zone 7							
C146	Zone 8							
C147	Zone 9							

Retail Parcels from USPS Marketing Mail

		Price	Piece Fuel Surcharge	No. of Pieces	Subtotal Postage	Subtotal Fuel Surcharge	Discount Total	Total Postage
C148	Zone 1							
C149	Zone 2							
C150	Zone 3							
C151	Zone 4							
C152	Zone 5							
C153	Zone 6							
C154	Zone 7							
C155	Zone 8							
C156	Zone 9							

C157	**Part C Retail Parcels Subtotal** (Add lines C121 - C156)	

C158	**Part C Total** (Add lines C29, C120 and C157)	

Round Trip DVD, CD, or Other Disc Mail

Part D — Round Trip Mailing that Contain a DVD, CD, or Other Disc

Automation Letters

		Price	No. of Pieces	Subtotal Postage	Discount Total*	Total Postage
D1	5-Digit					
D2	3-Digit					
D3	Mixed					

Machinable Letters

		Price	No. of Pieces	Subtotal Postage	Discount Total	Total Postage
D4	3-Digit					
D5	Mixed					
D6	Single-Piece					

Automation Flats

		Price	No. of Pieces	Subtotal Postage	Discount Total*	Total Postage
D7	5-Digit					
D8	3-Digit					
D9	Mixed					

Nonautomation Flats

		Price	No. of Pieces	Subtotal Postage	Discount Total*	Total Postage
D10	3-Digit					
D11	Mixed					
D12	Single-Piece					

Permit Reply Mail

		Price	No. of Pieces	Subtotal Postage	Discount Total	Total Postage
D13	Single-Piece Letters (1 oz. or less)					
D14	Single-Piece Flats (2 oz. or less)					

* May contain both Full Service Intelligent Mail and other discount—see Instructions page for additional information.

D15	**Part D Total** (Add lines D1 — D14)	

Full Service Intelligent Mail Option

D16	DISPLAY ONLY	Letters — Number of Pieces that Comply _____ x $_____ =	
D17	DISPLAY ONLY	Flats — Number of Pieces that Comply _____ x $_____ =	

Extra Services and Fees

Part S

		Fee	No. of Pcs. or Lbs.	Subtotal Postage	Discount Total	Total Postage
S1	Certificate of Mailing (3 or more - Form 3665)					
S2	Certified Mail					
S3	Collect on Delivery (COD)					
S4	USPS Tracking					
S5	Insurance					
S6	Registered Mail					
S7	Signature Confirmation Restricted Delivery					
S8	Return Receipt Electronic					
S9	Return Receipt (Form 3811)					
S10	Certified Mail Restricted Delivery					
S11	Signature Confirmation					
S14	Certified Mail Adult Signature Required					
S15	Adult Signature 21 Required					
S16	Adult Signature 21 Restricted Delivery					
S17	Picture Permit Imprint					
S18	Day Certain Delivery					
S19	Certificate of Bulk Mailing (Form 3606-D)					
S20	Sunday Delivery					
S21	Same Day					
S22	Extended Coverage					
S23	Package Quality Noncompliance Fee					
S26	Next Day					
S27	Certified Mail Adult Signature Restricted Delivery					
S28	Hazardous Material Transportation					
S29	Perishables					
S30	Registered Mail Restricted Delivery					
S31	Insurance Restricted Delivery					
S32	Collect on Delivery Restricted Delivery					
S35	USPS Tracking Plus					
S37	Adult Signature 18 Required NSA Only					
S38	Adult Signature 18 Restricted Delivery NSA Only					
S55	Nonstandard Fee > 22" <=30"					
S56	Nonstandard Fee > 30"					
S57	Nonstandard Fee > 2 Cubic Ft					
S64	Nonstandard Fee - Characteristics					
S70	Live Animal and Perishable Handling Fee					
S71	HAZMAT Handling Fee					
~~S72~~	~~HAZMAT Noncompliance Fee~~ **Remove line**					

* Available for parcels only
Items mailed with Extra Services must meet the mailing standards for the extra service.

S99	**Part S Total** (Add lines S1 — S71)	

Part Z — Promotions, Incentives, Discounts - Optional/Display Only*

***Not intended to be used for postage calculations.**

Promotions

	Code	Promotion	Amount
Z3	FA	First-Class Mail Advertising Promotion	
Z4	IT	Integrated Technology Promotion	
Z5	SS	Tactile Sensory Standard / Tier I Promotion	
Z6	PI	Informed Delivery Promotion	
Z7	ST	Sustainability Promotion	
Z9	IM	Impact Messaging Promotion	
Z10	SC	Tactile Sensory Complex / Tier II Promotion	

Z13	Part Z - Promotions Total (Add lines Z3 — Z10)	

Incentives

	Code	Incentive	Amount
Z16	FG	Mail Growth Incentive First-Class Mail	

Z21	Part Z - Incentives Total (Enter line Z16)	

Discounts

		Discount	Amount
Z23		SCF Pallet Discount	
Z24		Full-Service Intelligent Mail Option	

Z30	Part Z - Discounts Total (Add lines Z23 — Z24)	

First-Class Mail — Instructions

Use this form for First-Class Mail and USPS Ground Advantage.

Step 1: Complete Mailer and Mailing sections on page 1. The Mailer section must be completely filled in, including the Permit Holder in the first box, the Mailing Agent, if any as described below, in the second box, and the Mail Owner, as described below, if other than the Permit Holder, in the third box.

Mailing Agent: The mailing agent is a business entity, organization, or individual acting on behalf of one or more mail owners by providing mailing services for which the mail owners compensate the mailing agent. A business entity, organization, or individual whose services define it as a mailing agent may also be considered a mail owner, but only for its own mail or the mail of its subsidiaries. Mailing agents include, but are not limited to the following: Printer, letter shop, address list provider/manager; mail preparer, postage payment provider, mailing logistics provider, mailing tracking provider, ad agency, and mailing information manager.

Mail Owner: The mail owner is the business entity, organization, or individual who makes business decisions regarding the mailpiece content, directly benefits from the mailing, and ultimately pays for postage on the mailpiece directly or by way of a mailing agent.

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

Part A: Automation prices—All pieces must be reported on the appropriate line at the full published price (not including the Full Service Intelligent Mail incentive). Pieces that comply with the Full Service Intelligent Mail option requirements are additionally reported on the lines provided. Enter total in Part A Total box.
Part B: Nonautomation prices. Report any mixed weight residual mail from a presort mailing on line B4. Report single piece and residual pieces on line B5, when choosing to present mail with various weights, separately. Enter total in Part B Total box.
Part C: Commercial and Retail Parcels. Enter total in Part C Total box.
Part D: Round Trip DVD, CD, or other disc mailer. Enter total in Part D Total box.
Part S: Extra Services—Report any combined Extra Services on the lines provided for them, e.g., Insured mail that is also Restricted Delivery would be reported on line S31–Insurance Restricted Delivery. Enter total in Part S Total box.

Step 3: Add the postage in parts A through S without rounding.

Step 4: Return to the Postage section on page 1. Check the boxes that correspond to the form parts used. Add the postage amounts for all parts and enter on Line 1 Subtotal Postage, rounded off to two decimal places. For postage affixed mailings round off to three decimal places.

Step 5: Complete Line 2 for Postage Affixed mailings. Check the box for the Price at Which Postage Affixed (Correct, Lowest, or Neither). Multiply the number of pieces by the postage affixed. Put the total in the Postage Affixed block.

Step 6: Lines 3 and 4 are for postage adjustments that apply to the entire mailing. Report any Incentive/Discount on Line 3.

Step 7: Calculate Line 4 Net Postage Due by subtracting any Postage Affixed and Incentive/Discount (Lines 2 and 3) from the Subtotal Postage (Line 1). For permit imprint mailings, the Net Postage Due is the amount that will be withdrawn from the permit imprint account listed in the Permit # box in the Mailing section. For postage affixed mailings, the Net Postage Due is the amount that must be tendered in addition to that already affixed to the mail, and it may be tendered by any of the applicable methods including withdrawal from an advance deposit account that can be listed by Permit # on Line 4.

Step 8: Read and sign the Certification section, including your telephone number. Attach all completed parts and submit with the mailing.

Instructions continued on next page

First-Class Mail — Instructions

Use this form for First-Class Mail and USPS Ground Advantage.

Further Information About Discount Total Columns

Promotion Discounts are calculated and applied after all other discounts and incentives are applied at each line/product level.

If multiple promotion discounts apply, each promotion is calculated based on the same postage subtotal (for each line/product level), after other discounts and incentives are applied.

Further Information About Part Z – Promotions, Incentives, Discounts - Optional/Display Only

Part Z is an optional, display-only part. This part summarizes the information on promotions, discounts, and incentives that were received on prior parts of the postage statement. This part is not used to calculate promotions, discounts, or incentive amounts; rather summarize the amounts that were already processed elsewhere on the statement. This part is intended for reporting and display purposes only, and is marked as an optional part.

The promotions, discounts and incentives are documented as aggregate amounts by the type of promotion, discount, and incentive. For example, a promotion, or discount, or incentive applies to mailpieces listed across lines (sorts/entries), or spans multiple parts of the statement, the total amount will be combined and shown as a single value (per promotion, discount or incentive) in Part Z.

For credit-based incentives, if credits from multiple periods are claimed in the statement, they will also be aggregated and displayed as a single total amount in Part Z.

Part Z is primarily used for market dominant products. Additions of promotions, discounts and incentives may be published as part of the current market dominant updates. Removal of promotions, discounts and incentives may be published with the next cycle of market dominant updates.

Further Information About Fuel Surcharge Columns

New

Fuel Surcharge (where applicable) is calculated as follows:

1. Determine the per-piece price based on the zone and actual weight or dim weight of a single piece.
2. Multiply the number of addressed pieces by corresponding postage price. Enter in Subtotal Postage. Do not round.
3. Multiply the per piece price by the Fuel Surcharge Percentage, round off to two decimal places and enter in Piece Fuel Surcharge.
4. Multiply the number of addressed pieces by the corresponding Piece Fuel Surcharge and enter in Subtotal Fuel Surcharge.
5. In Part/Total box for each completed part, enter sum of the (unrounded) Subtotal Postage amounts plus the (unrounded) Fuel Surcharge Subtotal less any discounts for that part.

For more information on mailing standards, prices, and fees please go to Postal Explorer at ***pe.usps.com***.