Draft Redline 10/16/2026

United States Postal Service

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

# Postage Statement— Nonprofit USPS Marketing Mail

## Mailer

**Permit Holder** Name, Address, Email, Telephone

USPS Nonprofit Auth. No. _____

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

USPS Nonprofit Auth. No. _____

CRID _____

## Mailing

Post Office of Mailing | Mailer's Mailing Date

Federal Agency Cost Code | Statement Seq. No.

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

Processing Category
- ☐ Letters ☐ Flats ☐ CMM
- Parcels/Heavy Printed Matter
- ☐ Marketing ☐ Machinable ☐ Nonstandard

Total # of Pieces in Mailing | SSF Transaction #

Total Weight | Permit #

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

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

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

☐ Letter-size or flat mailpiece contains DVD/CD or other disk.

Political Campaign Mailing ☐ Yes ☐ No

Election Mail - Official Ballots ☐ Yes ☐ No

Election Mail - Non-Ballot Materials ☐ Yes ☐ No

Combined Mailing/Discount/Incentive
- ☐ Mixed Class ☐ SCF Pallet Discount ☐ Marriage Mail Incentive
- ☐ Single Class ☐ Delivery Sort Container ☐ Catalogs

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

For Carrier Route Pieces, Enter Date of Address Matching and Coding
__ __/__ __/__ __ __ __

For Carrier Route Price Pieces, Enter Date of Carrier Route Sequencing
__ __/__ __/__ __ __ __

For Pieces Bearing a Simplified Address Enter Date of Delivery Statistics File or Alternative Method
__ __/__ __/__ __ __ __

No. & Type of Containers
- _____ Sacks
- _____ 1 ft. Letter Trays
- _____ 2 ft. Letter Trays
- _____ EMM Letter Trays
- _____ Flat Trays
- _____ Pallets
- _____ Other

Parts Completed (Select all that apply): ☐ A ☐ B ☐ C ☐ D ☐ E ☐ F ☐ G ☐ I ☐ J ☐ K ☐ L ☐ S ☐ Z ☐ NSA

## Postage

| | | |
|---|---|---|
| 1 | **Subtotal Postage** (Add parts totals) | |
| 2 | Price at Which Postage Affixed (Check one). ☐ Correct ☐ Lowest ☐ Neither<br>Complete if mailing includes pieces bearing metered/PC Postage or precanceled stamps. | __ pcs. x $_____._____ = **Postage Affixed** - |
| 3 | **Incentive/Discount Flat Dollar Amount** - | |
| 4 | **Permit #** _____ **Net Postage Due (Line 1 +/- Lines 2, 3)** | |

## 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 125** [Permit Imprint Only, Excluding Simplified Addressing (EDDM)] | **Total Adjusted Postage Permit Imprint** |
| Postmaster: Report Total Postage in **AIC 208** [Simplified Addressing (EDDM), Permit Imprint Only] | **Total Adjusted Postage Simplified Addressing (EDDM)** |

## Certification

Incentive/Discount Claimed: _____

The mailer's signature certifies that: (1) the mailing complies with DMM 703; (2) the income derived from the sale of any products or services advertised in the mailing is not subject to the Unrelated Business Income Tax (UBIT) and any products and services advertised are substantially related to the nonprofit organization's authorized purpose within the meaning of 39 U.S.C. 3626(j)(1)(d)(ii)(I) and 26 U.S.C. 513(A); (3) the mailing if made by a voting registration official is required or authorized under the National Voter Registration Act of 1993; and (4) it will agree to pay, subject to appeal, any revenue deficiencies assessed on this mailing. 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 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 Owner 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.***

# Nonprofit USPS Marketing Mail

## Part A — Automation Letters

### Letters 3.5 oz. (0.2188 lbs.) or less

| | Entry | Price Category | Price | No. of Pieces | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|
| A1 | None | 5-Digit | | | | | |
| A2 | None | 3-Digit | | | | | |
| A3 | None | Mixed | | | | | |
| A4 | DSCF | 5-Digit | | | | | |
| A5 | DSCF | 3-Digit | | | | | |

* Full Service Intelligent Mail, promotions, incentives and other discounts-see Instructions page for additional information.

| | | |
|---|---|---|
| A6 | **Part A Total** (Add lines A1 - A5) | |

### SCF Pallet Discount

| | | | |
|---|---|---|---|
| A7 | DISPLAY ONLY | 5-Digit Automation Letters-Number of Pieces that Comply _____ x $_____ = | |
| A8 | DISPLAY ONLY | 3-Digit Automation Letters-Number of Pieces that Comply _____ x _____ = | |

### Catalog Incentive**

| | | | |
|---|---|---|---|
| A9 | DISPLAY ONLY | Automation Letters-Number of Eligible Pieces _____ x $_____ = | |

**This mailing contains pieces that meet the requirements for the Catalog Incentive.

### Full Service Intelligent Mail Option

| | | | |
|---|---|---|---|
| A10 | DISPLAY ONLY | Letters-Number of Pieces that Comply _____ x $_____ = | |

# Nonprofit USPS Marketing Mail

## Part B — Nonautomation Letters

### Machinable Letters 3.5 oz. (0.2188 lbs.) or less

| | Entry | Price Category | Price | No. of Pieces | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|
| B1 | None | 3-Digit | | | | | |
| B2 | None | Mixed | | | | | |
| B3 | DSCF | 3-Digit | | | | | |

### Nonmachinable Letters 4 oz. (0.25 lbs.) or less

| | Entry | Price Category | Price | No. of Pieces | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|
| B4 | None | 5-Digit | | | | | |
| B5 | None | 3-Digit | | | | | |
| B6 | None | Mixed | | | | | |
| B7 | DSCF | 5-Digit | | | | | |
| B8 | DSCF | 3-Digit | | | | | |

### Nonmachinable Letters Over 4 oz. (0.25 lbs.) but less than 16 oz. (1 lbs.)

| | Entry | Price Category | Piece Price | Or Amount Affixed | No. of Pieces | Pieces Subtotal | Pound Price | Pounds | Pounds Subtotal | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| B9 | None | 5-Digit | | | | | | | | | | |
| B10 | None | 3-Digit | | | | | | | | | | |
| B11 | None | Mixed | | | | | | | | | | |
| B12 | DSCF | 5-Digit | | | | | | | | | | |
| B13 | DSCF | 3-Digit | | | | | | | | | | |

For affixed postage mailings as described in DMM 243, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.
* Promotions, incentives and other discounts - see instructions page for additional information.

| | | |
|---|---|---|
| B14 | **Part B Total** (Add lines B1 - B13) | |

### SCF Pallet Discount

| | | | |
|---|---|---|---|
| B15 | DISPLAY ONLY | 3-Digit Nonautomation Machinable Letters-Number of Pieces that Comply _____ x $_____ = | |
| B16 | DISPLAY ONLY | 5-Digit Nonautomation Nonmachinable Letters-Number of Pieces that Comply _____ x _____ = | |
| B17 | DISPLAY ONLY | 3-Digit Nonautomation Nonmachinable Letters-Number of Pieces that Comply _____ x _____ = | |

### Catalog Incentive*

| | | | |
|---|---|---|---|
| B18 | DISPLAY ONLY | Machinable Letters-Number of Eligible Pieces _____ x $_____ = | |
| B19 | DISPLAY ONLY | Nonmachinable Letters-Number of Eligible Pieces _____ x _____ = | |

*This mailing contains pieces that meet the requirements for the Catalog Incentive.

# Nonprofit USPS Marketing Mail

## Part C — Carrier Route Letters

### (Automation) Letters 3.5 oz. (0.2188 lbs.) or less

| | Entry | Price Category | Price | No. of Pieces | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|
| C1 | None | Saturation | | | | | |
| C2 | None | High Density Plus | | | | | |
| C3 | None | High Density | | | | | |
| C4 | DSCF | Saturation | | | | | |
| C5 | DSCF | High Density Plus | | | | | |
| C6 | DSCF | High Density | | | | | |
| C7 | Plus One | | | | | | |

### Letters EDDM (Auto) 3.5 oz. (0.2188 lbs.) or less

| | Entry | Price Category | Price | No. of Pieces | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|
| C8 | None | Saturation | | | | | |
| C9 | DSCF | Saturation | | | | | |

### Nonautomation Letters 4 oz. (0.25 lbs.) or less

| | Entry | Price Category | Price | No. of Pieces | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|
| C10 | None | Saturation | | | | | |
| C11 | None | High Density Plus | | | | | |
| C12 | None | High Density | | | | | |
| C13 | None | Basic | | | | | |
| C14 | DSCF | Saturation | | | | | |
| C15 | DSCF | High Density Plus | | | | | |
| C16 | DSCF | High Density | | | | | |
| C17 | DSCF | Basic | | | | | |

### Letters EDDM (Nonauto) 4 oz. (0.25 lbs.) or less

| | Entry | Price Category | Price | No. of Pieces | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|
| C18 | None | Saturation | | | | | |
| C19 | DSCF | Saturation | | | | | |

* Full Service Intelligent Mail, promotions, incentives, and other discounts-see Instructions page for additional information.

**Part C continued on next page**

# Nonprofit USPS Marketing Mail

## Part C — Carrier Route Letters — Continued

### Nonautomation Letters Over 4 oz. (0.25 lbs.) but less than 16 oz. (1 lbs.)

| | Entry | Price Category | Piece Price | Or Amount Affixed | No. of Pieces | Pieces Subtotal | Pound Price | Pounds | Pounds Subtotal | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| C20 | None | Saturation | | | | | | | | | | |
| C21 | None | High Density Plus | | | | | | | | | | |
| C22 | None | High Density | | | | | | | | | | |
| C23 | None | Basic | | | | | | | | | | |
| C24 | DSCF | Saturation | | | | | | | | | | |
| C25 | DSCF | High Density Plus | | | | | | | | | | |
| C26 | DSCF | High Density | | | | | | | | | | |
| C27 | DSCF | Basic | | | | | | | | | | |

### Letters EDDM (Nonauto) Over 4 oz. (0.25 lbs.) but less than 16 oz. (1 lbs.)

| | Entry | Price Category | Piece Price | Or Amount Affixed | No. of Pieces | Pieces Subtotal | Pound Price | Pounds | Pounds Subtotal | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| C28 | None | Saturation | | | | | | | | | | |
| C29 | DSCF | Saturation | | | | | | | | | | |

For affixed postage mailings as described in DMM 243, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.
* Promotions, incentives and other discounts - see instructions page for additional information.

| | | |
|---|---|---|
| C30 | **Part C Total** (Add lines C1 — C29) | |

### SCF Pallet Discount

| | | | |
|---|---|---|---|
| C31 | DISPLAY ONLY | Saturation Automation Letters-Number of Pieces that Comply _____ x $_____ = | |
| C32 | DISPLAY ONLY | EDDM Automation Letters-Number of Pieces that Comply _____ x _____ = | |
| C33 | DISPLAY ONLY | High Density Plus Automation Letters-Number of Pieces that Comply _____ x _____ = | |
| C34 | DISPLAY ONLY | High Density Automation Letters-Number of Pieces that Comply _____ x _____ = | |
| C35 | DISPLAY ONLY | Saturation Nonautomation Letters-Number of Pieces that Comply _____ x _____ = | |
| C36 | DISPLAY ONLY | EDDM Nonautomation Letters-Number of Pieces that Comply _____ x _____ = | |
| C37 | DISPLAY ONLY | High Density Plus Nonautomation Letters-Number of Pieces that Comply _____ x _____ = | |
| C38 | DISPLAY ONLY | High Density Nonautomation Letters-Number of Pieces that Comply _____ x _____ = | |
| C39 | DISPLAY ONLY | Basic Carrier Route Nonautomation Letters-Number of Pieces that Comply _____ x _____ = | |

### Marriage Mail Incentive - 2 oz*

| | | | |
|---|---|---|---|
| C40 | DISPLAY ONLY | None Entry - Saturation Automation Letters-Number of Eligible Pieces _____ x $_____ = | |
| C41 | DISPLAY ONLY | None Entry - EDDM Automation Letters-Number of Eligible Pieces _____ x _____ = | |
| C42 | DISPLAY ONLY | None Entry - High Density Plus Automation Letters-Number of Eligible Pieces _____ x _____ = | |
| C43 | DISPLAY ONLY | DSCF Entry - Saturation Automation Letters-Number of Eligible Pieces _____ x _____ = | |
| C44 | DISPLAY ONLY | DSCF Entry - EDDM Automation Letters-Number of Eligible Pieces _____ x _____ = | |
| C45 | DISPLAY ONLY | DSCF Entry - High Density Plus Automation Letters-Number of Eligible Pieces _____ x _____ = | |
| C46 | DISPLAY ONLY | None Entry - Saturation Nonautomation Letters-Number of Eligible Pieces _____ x _____ = | |
| C47 | DISPLAY ONLY | None Entry - EDDM Nonautomation Letters-Number of Eligible Pieces _____ x _____ = | |
| C48 | DISPLAY ONLY | None Entry - High Density Plus Nonautomation Letters-Number of Eligible Pieces _____ x _____ = | |
| C49 | DISPLAY ONLY | DSCF Entry - Saturation Nonautomation Letters-Number of Eligible Pieces _____ x _____ = | |
| C50 | DISPLAY ONLY | DSCF Entry - EDDM Nonautomation Letters-Number of Eligible Pieces _____ x _____ = | |
| C51 | DISPLAY ONLY | DSCF Entry - Hight Density Plus Nonautomation Letters-Number of Eligible Pieces _____ x _____ = | |

*This mailing qualifies for Marriage Mail Incentive, each non-identical piece weight mailpiece is 2 oz or less in weight with 4 or more advertisers

**Part C continued on next page**

# Nonprofit USPS Marketing Mail

## Part C — Carrier Route Letters — Continued

### Catalog Incentive**

| | | | |
|---|---|---|---|
| C52 | DISPLAY ONLY | Saturation Automation Letters-Number of Eligible Pieces _____ x $_____ = | |
| C53 | DISPLAY ONLY | High Density Plus Automation Letters-Number of Eligible Pieces _____ x _____ = | |
| C54 | DISPLAY ONLY | High Density Automation Letters-Number of Eligible Pieces _____ x _____ = | |
| C55 | DISPLAY ONLY | EDDM Automation Letters-Number of Eligible Pieces _____ x _____ = | |
| C56 | DISPLAY ONLY | Saturation Nonautomation Letters-Number of Eligible Pieces _____ x _____ = | |
| C57 | DISPLAY ONLY | High Density Plus Nonautomation Letters-Number of Eligible Pieces _____ x _____ = | |
| C58 | DISPLAY ONLY | High Density Nonautomation Letters-Number of Eligible Pieces _____ x _____ = | |
| C59 | DISPLAY ONLY | Basic Carrier Route Nonautomation Letters-Number of Eligible Pieces _____ x _____ = | |
| C60 | DISPLAY ONLY | EDDM Nonautomation Letters-Number of Eligible Pieces _____ x _____ = | |

**This mailing contains pieces that meet the requirements for Catalog Incentive.

### Full Service Intelligent Mail Option

| | | | |
|---|---|---|---|
| C61 | DISPLAY ONLY | Letters-Number of Pieces that Comply _____ x $_____ = | |

# Nonprofit USPS Marketing Mail

## Part D — Automation Flats

### Flats 4 oz. (0.25 lbs.) or less

| | Entry | Price Category | Price | No. of Pieces | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|
| D1 | None | 5-Digit | | | | | |
| D2 | None | 3-Digit | | | | | |
| D3 | None | Mixed | | | | | |
| D4 | DSCF | 5-Digit | | | | | |
| D5 | DSCF | 3-Digit | | | | | |

### Flats Over 4 oz. (0.25 lbs.) up to 20 oz. (1.25 lbs.)

| | Entry | Price Category | Piece Price | Or Amount Affixed | No. of Pieces | Pieces Subtotal | Pound Price | Pounds | Pounds Subtotal | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| D6 | None | 5-Digit | | | | | | | | | | |
| D7 | None | 3-Digit | | | | | | | | | | |
| D8 | None | Mixed | | | | | | | | | | |
| D9 | DSCF | 5-Digit | | | | | | | | | | |
| D10 | DSCF | 3-Digit | | | | | | | | | | |

For affixed postage mailings as described in DMM 243, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.
* Full Service Intelligent Mail, promotions, incentives, and other discounts-see Instructions page for additional information.

| | | |
|---|---|---|
| D11 | **Part D Total** (Add lines D1 - D10) | |

### SCF Pallet Discount

| | | | |
|---|---|---|---|
| D12 | DISPLAY ONLY | 5-Digit Automation Flats-Number of Pieces that Comply _____ x $_____ = | |
| D13 | DISPLAY ONLY | 3-Digit Automation Flats-Number of Pieces that Comply _____ x _____ = | |

### Catalog Incentive**

| | | | |
|---|---|---|---|
| D14 | DISPLAY ONLY | Automation Flats-Number of Eligible Pieces _____ x $_____ = | |

**This mailing contains pieces that meet the requirements for the Catalog Incentive.

### Full Service Intelligent Mail Option

| | | | |
|---|---|---|---|
| D15 | DISPLAY ONLY | Flats-Number of Pieces that Comply _____ x $_____ = | |

# Nonprofit USPS Marketing Mail

## Part E — Nonautomation Flats

### Flats 4 oz. (0.25 lbs.) or less

| | Entry | Price Category | Price | No. of Pieces | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|
| E1 | None | 5-Digit | | | | | |
| E2 | None | 3-Digit | | | | | |
| E3 | None | Mixed | | | | | |
| E4 | DSCF | 5-Digit | | | | | |
| E5 | DSCF | 3-Digit | | | | | |

### Flats Over 4 oz. (0.25 lbs.) up to 20 oz. (1.25 lbs.)

| | Entry | Price Category | Piece Price | Or Amount Affixed | No. of Pieces | Pieces Subtotal | Pound Price | Pounds | Pounds Subtotal | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| E6 | None | 5-Digit | | | | | | | | | | |
| E7 | None | 3-Digit | | | | | | | | | | |
| E8 | None | Mixed | | | | | | | | | | |
| E9 | DSCF | 5-Digit | | | | | | | | | | |
| E10 | DSCF | 3-Digit | | | | | | | | | | |

For affixed postage mailings as described in DMM 243, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.
* Promotions, incentives and other discounts - see instructions page for additional information.

| | | |
|---|---|---|
| E11 | **Part E Total** (Add lines E1 - E10) | |

### SCF Pallet Discount

| | | | |
|---|---|---|---|
| E12 | DISPLAY ONLY | 5-Digit Nonautomation Flats-Number of Pieces that Comply _____ x $_____ = | |
| E13 | DISPLAY ONLY | 3-Digit Nonautomation Flats-Number of Pieces that Comply _____ x _____ = | |

### Catalog Incentive*

| | | | |
|---|---|---|---|
| E14 | DISPLAY ONLY | Nonautomation Flats-Number of Eligible Pieces _____ x $_____ = | |

*This mailing contains pieces that meet the requirements for the Catalog Incentive.

# Nonprofit USPS Marketing Mail

## Part F — Carrier Route Flats

### Flats 4 oz. (0.25 lbs.) or less

| | Entry | Price Category | Price | No. of Pieces | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|
| F1 | None | Saturation** | | | | | |
| F2 | None | High Density Plus | | | | | |
| F3 | None | High Density | | | | | |
| F4 | None | Basic | | | | | |
| F5 | DSCF | Saturation** | | | | | |
| F6 | DSCF | High Density Plus | | | | | |
| F7 | DSCF | High Density | | | | | |
| F8 | DSCF | Basic | | | | | |
| F9 | DDU | Saturation** | | | | | |
| F10 | DDU | High Density Plus | | | | | |
| F11 | DDU | High Density | | | | | |
| F12 | DDU | Basic | | | | | |
| F13 | Detached Address Label | | | | | | |
| F14 | Plus One | | | | | | |

### Flats EDDM 4 oz. (0.25 lbs.) or less**

| | Entry | Price Category | Price | No. of Pieces | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|
| F15 | None | Saturation | | | | | |
| F16 | DSCF | Saturation | | | | | |
| F17 | DDU | Saturation | | | | | |

### Flats Over 4 oz. (0.25 lbs.) up to 24 oz. (1.50 lbs.)

| | Entry | Price Category | Piece Price | Or Amount Affixed | No. of Pieces | Pieces Subtotal | Pound Price | Pounds | Pounds Subtotal | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| F18 | None | Saturation** | | | | | | | | | | |
| F19 | None | High Density Plus | | | | | | | | | | |
| F20 | None | High Density | | | | | | | | | | |
| F21 | None | Basic | | | | | | | | | | |
| F22 | DSCF | Saturation** | | | | | | | | | | |
| F23 | DSCF | High Density Plus | | | | | | | | | | |
| F24 | DSCF | High Density | | | | | | | | | | |
| F25 | DSCF | Basic | | | | | | | | | | |
| F26 | DDU | Saturation** | | | | | | | | | | |
| F27 | DDU | High Density Plus | | | | | | | | | | |
| F28 | DDU | High Density | | | | | | | | | | |
| F29 | DDU | Basic | | | | | | | | | | |
| F30 | Detached Address Label | | | | | | | | | | | |
| F31 | Plus One | | | | | | | | | | | |

For affixed postage mailings as described in DMM 243, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.
* Full Service Intelligent Mail, promotions, incentives, and other discounts-see Instructions page for additional information.
** Full Service Intelligent Mail Option not available

**Part F continued on next page**

# Nonprofit USPS Marketing Mail

## Part F — Carrier Route Flats — Continued

### Flats EDDM Over 4 oz. (0.25 lbs.) up to 24 oz. (1.50 lbs.)**

| | Entry | Price Category | Piece Price | Or Amount Affixed | No. of Pieces | Pieces Subtotal | Pound Price | Pounds | Pounds Subtotal | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| F32 | None | Saturation | | | | | | | | | | |
| F33 | DSCF | Saturation | | | | | | | | | | |
| F34 | DDU | Saturation | | | | | | | | | | |

For affixed postage mailings as described in DMM 243, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.
** Full Service Intelligent Mail Option not available
* Promotions, incentives and other discounts - see instructions page for additional information.

| | | |
|---|---|---|
| F35 | **Part F Total** (Add lines F1 — F34) | |

### Delivery Sort Container Discount

| | | | |
|---|---|---|---|
| F36 | DISPLAY ONLY | Saturation Flats-Number of Pieces that Comply _____ x $_____ = | |
| F47 | DISPLAY ONLY | EDDM Flats-Number of Pieces that Comply _____ x _____ = | |
| F38 | DISPLAY ONLY | High Density Plus Flats-Number of Pieces that Comply _____ x _____ = | |
| F39 | DISPLAY ONLY | High Density Flats-Number of Pieces that Comply _____ x _____ = | |
| F40 | DISPLAY ONLY | Basic Carrier Route Flats-Number of Pieces that Comply _____ x _____ = | |

### SCF Pallet Discount

| | | | |
|---|---|---|---|
| F41 | DISPLAY ONLY | Saturation Flats-Number of Pieces that Comply _____ x $_____ = | |
| F42 | DISPLAY ONLY | EDDM Flats-Number of Pieces that Comply _____ x _____ = | |
| F43 | DISPLAY ONLY | High Density Plus Flats-Number of Pieces that Comply _____ x _____ = | |
| F44 | DISPLAY ONLY | High Density Flats-Number of Pieces that Comply _____ x _____ = | |
| F45 | DISPLAY ONLY | Basic Carrier Route Flats-Number of Pieces that Comply _____ x _____ = | |

### Marriage Mail Incentive - 2 oz*

| | | | |
|---|---|---|---|
| F46 | DISPLAY ONLY | None Entry - Saturation Flats-Number of Eligible Pieces _____ x $_____ = | |
| F47 | DISPLAY ONLY | None Entry - EDDM Flats-Number of Eligible Pieces _____ x _____ = | |
| F48 | DISPLAY ONLY | None Entry - High Density Plus Flats-Number of Eligible Pieces _____ x _____ = | |
| F49 | DISPLAY ONLY | DSCF Entry - Saturation Flats-Number of Eligible Pieces _____ x _____ = | |
| F50 | DISPLAY ONLY | DSCF Entry - EDDM Flats-Number of Eligible Pieces _____ x _____ = | |
| F51 | DISPLAY ONLY | DSCF Entry - High Density Plus Flats-Number of Eligible Pieces _____ x _____ = | |
| F52 | DISPLAY ONLY | DDU Entry - Saturation Flats-Number of Eligible Pieces _____ x _____ = | |
| F53 | DISPLAY ONLY | DDU Entry - EDDM Flats-Number of Eligible Pieces _____ x _____ = | |
| F54 | DISPLAY ONLY | DDU Entry - High Density Plus Flats-Number of Eligible Pieces _____ x _____ = | |

*This mailing qualifies for Marriage Mail Incentive, each non-identical piece weight mailpiece is 2 oz or less in weight with 4 or more advertisers

### Catalog Incentive**

| | | | |
|---|---|---|---|
| F55 | DISPLAY ONLY | Saturation Flats-Number of Eligible Pieces _____ x $_____ = | |
| F56 | DISPLAY ONLY | High Density Plus Flats-Number of Eligible Pieces _____ x _____ = | |
| F57 | DISPLAY ONLY | High Density Flats-Number of Eligible Pieces _____ x _____ = | |
| F58 | DISPLAY ONLY | Basic Carrier Route Flats-Number of Eligible Pieces _____ x _____ = | |
| F59 | DISPLAY ONLY | EDDM Flats-Number of Eligible Pieces _____ x _____ = | |

**This mailing contains pieces that meet the requirements for the Catalog Incentive.

### Full Service Intelligent Mail Option

| | | | |
|---|---|---|---|
| F60 | DISPLAY ONLY | Flats-Number of Pieces that Comply _____ x $_____ = | |

# Nonprofit USPS Marketing Mail

## Part G — Marketing Parcels

### Presorted 3.3 oz. (0.2063 lbs.) or less

| | Entry | Price Category | Price | No. of Pieces | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|
| G1 | None | 3-Digit | | | | | |
| G2 | None | Mixed | | | | | |
| G3 | DSCF | 5-Digit | | | | | |
| G4 | DSCF | 3-Digit | | | | | |
| G5 | DDU | 5-Digit | | | | | |
| G6 | Nonbarcoded Surcharge | | | | | | |

### Presorted Over 3.3 oz. (0.2063 lbs.) but less than 16 oz. (1 lbs.)

| | Entry | Price Category | Piece Price | Or Amount Affixed | No. of Pieces | Pieces Subtotal | Pound Price | Pounds | Pounds Subtotal | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| G7 | None | 3-Digit | | | | | | | | | | |
| G8 | None | Mixed | | | | | | | | | | |
| G9 | DSCF | 5-Digit | | | | | | | | | | |
| G10 | DSCF | 3-Digit | | | | | | | | | | |
| G11 | DDU | 5-Digit | | | | | | | | | | |
| G12 | Nonbarcoded Surcharge | | | | | | | | | | | |

For affixed postage mailings as described in DMM 243, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.
* Promotions, incentives and other discount - see instructions page for additional information.

| | | |
|---|---|---|
| G13 | **Part G Total** (Add lines G1 — G12) | |

### Catalog Incentive*

| | | | |
|---|---|---|---|
| G14 | DISPLAY ONLY | Presorted Parcels-Number of Eligible Pieces _____ x $_____ = | |

*This mailing contains pieces that meet the requirements for the Catalog Incentive.

# Nonprofit USPS Marketing Mail

## Part I — Machinable Parcels

### Machinable Over 3.5 oz. (0.2188 lbs.) but less than 16 oz. (1 lbs.)

| | Entry | Price Category | Piece Price | Or Amount Affixed | No. of Pieces | Pieces Subtotal | Pound Price | Pounds | Pounds Subtotal | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| I1 | None | Mixed | | | | | | | | | | |
| I2 | DSCF | 5-Digit | | | | | | | | | | |
| I3 | DDU | 5-Digit | | | | | | | | | | |
| I4 | Nonbarcoded Surcharge | | | | | | | | | | | |

For affixed postage mailings as described in DMM 243, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.
* Promotions, incentives and other discount - see instructions page for additional information.

| | | |
|---|---|---|
| I5 | **Part I Total** (Add lines I1 — I4) | |

### Catalog Incentive*

| | | | |
|---|---|---|---|
| I6 | DISPLAY ONLY | Presorted Parcels-Number of Eligible Pieces _____ x $_____ = | |

*This mailing contains pieces that meet the requirements for the Catalog Incentive.

## Part J - Nonstandard Parcels

### Nonstandard Parcels 3.3 oz. (0.2063 lbs.) or less

| | Entry | Price Category | Price | No. of Pieces | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|
| J1 | None | 3-Digit | | | | | |
| J2 | None | Mixed | | | | | |
| J3 | DSCF | 5-Digit | | | | | |
| J4 | DSCF | 3-Digit | | | | | |
| J5 | DDU | 5-Digit | | | | | |
| J6 | Nonbarcoded Surcharge | | | | | | |

### Nonstandard Parcels Over 3.3 oz. (0.2063 lbs.) but less than 16 oz. (1 lbs.)

| | Entry | Price Category | Piece Price | Or Amount Affixed | No. of Pieces | Pieces Subtotal | Pound Price | Pounds | Pounds Subtotal | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| J7 | None | 3-Digit | | | | | | | | | | |
| J8 | None | Mixed | | | | | | | | | | |
| J9 | DSCF | 5-Digit | | | | | | | | | | |
| J10 | DSCF | 3-Digit | | | | | | | | | | |
| J11 | DDU | 5-Digit | | | | | | | | | | |
| J12 | Nonbarcoded Surcharge | | | | | | | | | | | |

For affixed postage mailings as described in DMM 243, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.
* Promotions, incentives and other discount - see instructions page for additional information.

| | | |
|---|---|---|
| J13 | **Part J Total** (Add lines J1 — J12) | |

### Catalog Incentive*

| | | | |
|---|---|---|---|
| J14 | DISPLAY ONLY | Presorted Parcels-Number of Eligible Pieces _____ x $_____ = | |

*This mailing contains pieces that meet the requirements for the Catalog Incentive.

# Nonprofit USPS Marketing Mail

## Part K — Marketing Parcels - Heavy Printed Matter

**Nonpresorted — Parcels**

| | Entry | Price | No. of Pieces | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|
| K1 | None | | | | | |

**Carrier Route — Parcels up to 2.5 lbs**

| | Entry | Piece Price | No. of Pieces | Pieces Subtotal | Pound Price | No. of Pounds | Pounds Subtotal | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|---|---|---|
| K2 | None | | | | | | | | | |
| K3 | DSCF | | | | | | | | | |
| K4 | DDU | | | | | | | | | |

**Carrier Route — Parcels over 2.5 lbs**

| | Entry | Piece Price | No. of Pieces | Pieces Subtotal | Pound Price | No. of Pounds | Pounds Subtotal | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|---|---|---|
| K5 | None | | | | | | | | | |
| K6 | DSCF | | | | | | | | | |
| K7 | DDU | | | | | | | | | |

**Presorted — Parcels up to 2.5 lbs**

| | Entry | Piece Price | No. of Pieces | Pieces Subtotal | Pound Price | No. of Pounds | Pounds Subtotal | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|---|---|---|
| K8 | None | | | | | | | | | |
| K9 | DSCF | | | | | | | | | |
| K10 | DDU | | | | | | | | | |
| K11 | Nonbarcoded Surcharge | **new** | **line** | | | | | | | |

**Presorted — Parcels over 2.5 lbs**

| | Entry | Piece Price | No. of Pieces | Pieces Subtotal | Pound Price | No. of Pounds | Pounds Subtotal | Subtotal Postage | Discount Total* | Total Postage |
|---|---|---|---|---|---|---|---|---|---|---|
| K12 | None | | | | | | | | | |
| K13 | DSCF | | | | | | | | | |
| K14 | DDU | | | | | | | | | |
| K15 | Nonbarcoded Surcharge | **new** | **line** | | | | | | | |

* Promotions, incentives and other discounts - see instructions page for additional information.

| | | |
|---|---|---|
| K16 | **Part K Total** (Add lines K1 — K15) | |

### Delivery Sort Container Discount

| | | | |
|---|---|---|---|
| K17 | DISPLAY ONLY | Carrier Route HPM - Number of Eligible Pieces _____ x $ _____ = | |

### SCF Pallet Discount

| | | | |
|---|---|---|---|
| K18 | DISPLAY ONLY | Carrier Route HPM - Number of Eligible Pieces _____ x $ _____ = | |
| K19 | DISPLAY ONLY | Presorted HPM - Number of Eligible Pieces _____ x _____ = | |

### Catalog Incentive**

| | | | |
|---|---|---|---|
| K20 | DISPLAY ONLY | Nonpresorted HPM - Number of Eligible Pieces _____ x $_____ = | |
| K21 | DISPLAY ONLY | Carrier Route HPM - Number of Eligible Pieces _____ x _____ = | |
| K22 | DISPLAY ONLY | Presorted HPM - Number of Eligible Pieces _____ x _____ = | |

**This mailing contains pieces that meet the requirements for the Catalog Incentive.

# Nonprofit USPS Marketing Mail

## Part L — Customized MarketMail

### Pieces 3.3 oz. (0.2063 lbs.) or less

| | Price | No. of Pieces | Total Postage |
|---|---|---|---|
| L1 | | | |
| L2 | **Part L Total** | | |

## Part S — Extra Services and Fees

| | | Fee | No. of Pcs. or Lbs. | Subtotal Postage | Discount Total | Total Postage |
|---|---|---|---|---|---|---|
| S4 | USPS Tracking | | | | | |
| S5 | Insurance** | | | | | |
| S8 | Return Receipt (electronic) | | | | | |
| S9 | Return Receipt (Form 3811) | | | | | |
| S17 | Picture Permit Imprint | | | | | |
| S19 | Certificate of Bulk Mailing (Form 3606-D) | | | | | |
| S23 | Package Quality Noncompliance Fee | | | | | |
| S28 | Hazardous Material Transportation | | | | | |
| S31 | Insurance Restricted Delivery** | | | | | |
| S35 | USPS Tracking Plus | | | | | |

Items mailed with Extra Services must meet the mailing standards for the extra service.
* Parcels only
** Bulk insurance on parcels only

| | | |
|---|---|---|
| S99 | Part S Total (Add lines S4 — S35) | |

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

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

### Promotions

| | Code | Promotion | Amount |
|---|---|---|---|
| Z1 | CT | Catalog Insights Promotion | |
| Z2 | CC | Continuous Contact Promotion | |
| Z4 | IT | Integrated Technology Promotion | |
| Z5 | SS | Tactile Sensory Standard / Tier I Promotion | |
| Z6 | PI | Informed Delivery Promotion | |
| Z7 | ST | Sustainability Promotion | |
| Z8 | DD | Direct Mail Discovery Promotion | |
| Z9 | IM | Impact Messaging Promotion | |
| Z10 | SC | Tactile Sensory Complex / Tier II Promotion | |

| | | |
|---|---|---|
| Z13 | Part Z - Promotions Total (Add lines Z1 — Z10) | |

### Incentives

| | Code | Incentive | Amount |
|---|---|---|---|
| Z14 | CT | Catalog Incentive | |
| Z15 | MM | Marriage Mail Incentive | |
| Z17 | MG | Mail Growth Incentive USPS Marketing Mail | |

| | | |
|---|---|---|
| Z21 | Part Z - Incentives Total (Add lines Z14 — Z17) | |

### Discounts

| | | Discount | Amount |
|---|---|---|---|
| Z22 | | Delivery Sort Container Discount | |
| Z23 | | SCF Pallet Discount | |
| Z24 | | Full-Service Intelligent Mail Option | |

| | | |
|---|---|---|
| Z30 | Part Z - Discounts Total (Add lines Z22 — Z24) | |

# Nonprofit USPS Marketing Mail — Instructions

Use this form for Nonprofit USPS Marketing prices.

**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. 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 line provided. The following information will help you to determine which parts to complete:

**Parts A–C: Letters**
**Part A:** Automation Letters. Enter total in Part A Total box.
**Part B:** Nonautomation Letters. Enter total in Part B Total box.
**Part C:** Carrier Route Letters. Enter total in Part C Total box.

**Parts D–F: Flats**
**Part D:** Automation Flats. Enter total in Part D Total box.
**Part E:** Nonautomation Flats. Enter total in Part E Total box.
**Part F:** Carrier Route Flats. Enter total in Part F Total box.

**Parts G-K: Marketing Parcels**
**Part G:** Marketing Parcels. Enter total in Part G Total box.
**Part K:** Marketing Parcels - Heavy Printed Matter. Enter total in Part K Total box.

**Parts I–J: Parcels**
**Part I:** Machinable Parcels. Enter total in Part I Total box.
**Part J:** Nonstandard Parcels. Enter total in Part J Total box.

**Part L: Customized MarketMail (CMM)** — Enter total in Part L 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. For Permit Imprint mailings round off to four decimal places. For Postage Affixed round off to three decimal places.

**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:** Line 3 is for postage adjustments that apply to the entire mailing. Report any Incentive/Discount Flat Dollar Amount on Line 3.

**Instructions continued on next page**

# Nonprofit USPS Marketing Mail — Instructions — Continued

Use this form for Nonprofit USPS Marketing prices.

**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.

**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.

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