

United States Postal Service
Postage Statement - Package Services

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

(Bound Printed Matter, Library Mail, Media Mail, Parcel Post, and Parcel Select)

Use this form for all Package Services. Only Library Mail and Media Mail may be combined.

Mailer	Permit Holder's Name and Address and Email Address If Any	Telephone	Name and Address of Mailing Agent (If other than permit holder)	Telephone	Name and Address of Individual or Organization for Which Mailing Is Prepared (If other than permit holder)
	CAPS Cust. Ref. No. _____ CRID _____		CRID _____		CRID _____

Mailing	Post Office of Mailing	Processing Category <input type="checkbox"/> Flats <input type="checkbox"/> Irregular Parcels <input type="checkbox"/> Parcels/Machinable Parcels	Mailer's Mailing Date	Federal Agency Cost Code	Statement Seq.No.	No. & Type of Containers ____ Sacks ____ Flat Trays ____ Pallets ____ Other
	Type of Postage <input type="checkbox"/> Permit Imprint <input type="checkbox"/> Metered		Weight of a Single Piece _____ pounds	Combined Mailing <input type="checkbox"/> Mixed Class <input type="checkbox"/> Single Class	Total Pieces	
	Permit #	Packaging Based on <input type="checkbox"/> Piece Count <input type="checkbox"/> Weight <input type="checkbox"/> Both		Hold For Pickup (HFPU) # of pieces _____	Total Weight	
	For Barcoded Pieces, Enter Date of Address Matching and Coding ____/____/____		Customer Generated Electronic Labels <input type="checkbox"/> DelCon <input type="checkbox"/> SigCon			

Postage	Parts Completed (Select all that apply) <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H <input type="checkbox"/> I <input type="checkbox"/> J <input type="checkbox"/> K <input type="checkbox"/> S	Total Postage (Add parts totals)
	Price at Which Postage Affixed (Check one) Complete if the mailing includes pieces bearing metered or precanceled stamps. <input type="checkbox"/> Correct <input type="checkbox"/> Lowest <input type="checkbox"/> Neither _____ pcs. x \$ _____ = Postage Affixed	
	Permit # _____ Net Postage Due (Subtract postage affixed from total postage)	

USPS Use Only	For USPS Use Only: Additional Postage Payment (State reason) (Add additional payment to net postage due for affixed or permit imprint - choose one only)		Total Adjusted Postage Affixed
	Postmaster: Report Total Postage in Applicable AIC (Permit Imprint Only)	AIC 131	Total Adjusted BPM Postage Permit Imprint
		AIC 124	Total Adjusted Media Mail/Lib. Mail Postage Permit Imprint
		AIC 211	Total Adjusted Parcel Select Postage Permit Imprint
		AIC 212	Total Adjusted Parcel Post Postage Permit Imprint

Certification	Incentive/Discount Claimed: _____ Type of Fee: _____	
	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.	
	<i>Privacy Notice: For information regarding our Privacy Policy visit www.usps.com</i>	
Signature of Mailer or Agent	Name of Mailer or Agent	Telephone

USPS Use Only To be completed in non-Postal/One! sites	Weight of a Single Piece _____ pound	Are postage figures at left adjusted from mailer's entries? If yes, reason: <input type="checkbox"/> Yes <input type="checkbox"/> No	USPS Use Only To be completed in non-Postal/One! sites
	Total Pieces _____ Total Weight _____		
	Total Postage _____	Round Stamp (Required) Payment Date	
	Presort Verification Performed? (If required) <input type="checkbox"/> Yes <input type="checkbox"/> No (Check one)	Date Mailer Notified _____ Contact _____	
	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 (if required); and (5) sufficient funds on deposit (if required)	By (Initials) _____ Time _____ AM PM	
	USPS Employee's Signature _____	Print USPS Employee's Name _____	

Package Services

Part A
Bound Printed Matter

Check box at left if prices are populated in this section.

Nonpresorted - Flats

	Zone	Barcoded / Nonbarcoded	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
A1	1 & 2	Barcoded						
A2	3	Barcoded						
A3	4	Barcoded						
A4	5	Barcoded						
A5	6	Barcoded						
A6	7	Barcoded						
A7	8	Barcoded						
A8	1 & 2	Nonbarcoded						
A9	3	Nonbarcoded						
A10	4	Nonbarcoded						
A11	5	Nonbarcoded						
A12	6	Nonbarcoded						
A13	7	Nonbarcoded						
A14	8	Nonbarcoded						

Carrier Route - Flats

	Zone	Entry	Piece Price	No. of Pieces	Pieces Subtotal	Pound Price	No. of Pounds	Pounds Subtotal	Subtotal Postage	Discount Total	Fee Total	Total Postage
A15	1 & 2	None										
A16	3	None										
A17	4	None										
A18	5	None										
A19	6	None										
A20	7	None										
A21	8	None										
A22	1 & 2	DNDC										
A23	3	DNDC										
A24	4	DNDC										
A25	5	DNDC										
A26		DSCF										
A27		DDU										

Part A continued on next page

Package Services

Part A continued
Bound Printed Matter

Check box at left if prices are populated in this section.

Presorted - Flats

	Zone	Entry	Barcoded / Nonbarcoded	Piece price	No. of Pieces	Pieces Subtotal	Pound Price	No. of Pounds	Pounds Subtotal	Subtotal Postage	Discount Total	Fee Total	Total Postage
A28	1 & 2	None	Barcoded										
A29	3	None	Barcoded										
A30	4	None	Barcoded										
A31	5	None	Barcoded										
A32	6	None	Barcoded										
A33	7	None	Barcoded										
A34	8	None	Barcoded										
A35	1 & 2	None	Nonbarcoded										
A36	3	None	Nonbarcoded										
A37	4	None	Nonbarcoded										
A38	5	None	Nonbarcoded										
A39	6	None	Nonbarcoded										
A40	7	None	Nonbarcoded										
A41	8	None	Nonbarcoded										
A42	1 & 2	DNDC	Barcoded										
A43	3	DNDC	Barcoded										
A44	4	DNDC	Barcoded										
A45	5	DNDC	Barcoded										
A46	1 & 2	DNDC	Nonbarcoded										
A47	3	DNDC	Nonbarcoded										
A48	4	DNDC	Nonbarcoded										
A49	5	DNDC	Nonbarcoded										
A50		DSCF	Barcoded Flats Only										
A51		DSCF	Nonbarcoded										
A52		DDU											
A53	Detached Address Label												
A54	Detached Marketing Label												

A55 **BPM Flats Subtotal** (Add lines A1 - A54)

Full Service Intelligent Mail Option

A56 Flats - Number of pieces that comply _____ x \$0.001 =

A57 **BPM Flats Total** (Line A55 minus A56)

Part A continued on next page

Package Services

Part A Continued
Bound Printed Matter

Check box at left if prices are populated in this section.

Nonpresorted - Parcels

	Zone	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
A58	1 & 2						
A59	3						
A60	4						
A61	5						
A62	6						
A63	7						
A64	8						

Carrier Route - Parcels

	Zone	Entry	Piece Price	No. of Pieces	Pieces Subtotal	Pound Price	No. of Pounds	Pounds Subtotal	Subtotal Postage	Discount Total	Fee Total	Total Postage
A65	1 & 2	None										
A66	3	None										
A67	4	None										
A68	5	None										
A69	6	None										
A70	7	None										
A71	8	None										
A72	1 & 2	DNDC										
A73	3	DNDC										
A74	4	DNDC										
A75	5	DNDC										
A76		DSCF										
A77		DDU										

Presorted - Parcels

	Zone	Entry	Piece price	No. of Pieces	Pieces Subtotal	Pound Price	No. of Pounds	Pounds Subtotal	Subtotal Postage	Discount Total	Fee Total	Total Postage
A78	1 & 2	None										
A79	3	None										
A80	4	None										
A81	5	None										
A82	6	None										
A83	7	None										
A84	8	None										
A85	1 & 2	DNDC										
A86	3	DNDC										
A87	4	DNDC										
A88	5	DNDC										
A89		DSCF										
A90		DDU										

A91 **BPM Parcels Total (Add lines A58 - A90)**

Part A Total (Line A57 or A91)

Package Services

Part B
Library Mail and Media Mail

Check box at left if prices are populated in this section.

Library Mail

		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
B1	Basic						
B2	Single Piece						
B3	5-Digit						

Media Mail

		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
B4	Basic						
B5	Single Piece						
B6	5-Digit						

Part B Total (Add lines B1-B6)

Parcel Select

Part C
Parcel Select - Destination Entry

Check box at left if prices are populated in this section.

Parcel Select

	Zone	Entry	Machinable / Nonmachinable / Oversized	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
C1	1 & 2	DNDC	Machinable						
C2	3	DNDC	Machinable						
C3	4	DNDC	Machinable						
C4	5	DNDC	Machinable						
C5	1 & 2	DNDC	Nonmachinable						
C6	3	DNDC	Nonmachinable						
C7	4	DNDC	Nonmachinable						
C8	5	DNDC	Nonmachinable						
C9		DSCF	Machinable						
C10		DSCF	Nonmachinable - 5-Digit						
C11		DSCF	Nonmachinable - 3-Digit						
C12		DDU	Parcels						
C13	1 & 2	DNDC	Oversized						
C14	3	DNDC	Oversized						
C15	4	DNDC	Oversized						
C16	5	DNDC	Oversized						
C17		DSCF	Oversized						
C18		DDU	Oversized						
C19	Extended Delivery Area Fee								

Part C Total (Add lines C1-C19)

Parcel Select

Part D
Parcel Select - Nonpresort

Check box at left if prices are populated in this section.

Parcel Select - Nonpresort

	Zone	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
D1	1 & 2						
D2	3						
D3	4						
D4	5						
D5	6						
D6	7						
D7	8						

Parcel Select - Nonpresort - Oversized

	Zone	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
D8	1 & 2						
D9	3						
D10	4						
D11	5						
D12	6						
D13	7						
D14	8						

Part D Total (Add lines D1-D14)

Part E
Parcel Select - NDC Presort

Check box at left if prices are populated in this section.

NDC Presort

	Zone	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
E1	1 & 2						
E2	3						
E3	4						
E4	5						
E5	6						
E6	7						
E7	8						

NDC Presort - Oversized

	Zone	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
E8	1 & 2						
E9	3						
E10	4						
E11	5						
E12	6						
E13	7						
E14	8						

Part E - NDC Presort Total (Add lines E1-E14)

Parcel Select

Part F
Parcel Select - ONDC Presort

Check box at left if prices are populated in this section.

ONDC Presort

	Zone	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
F1	1 & 2						
F2	3						
F3	4						
F4	5						
F5	6						
F6	7						
F7	8						

ONDC Presort - Oversized

	Zone	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
F8	1 & 2						
F9	3						
F10	4						
F11	5						
F12	6						
F13	7						
F14	8						

Part F - ONDC Presort Total (Add lines F1-F14)

Parcel Select Lightweight Parcels

Part G
Parcels

Check box at left if prices are populated in this section.

Machinable Parcels 3.5 oz. to 15.994 oz.

	Entry	Price Category	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
G1	None	NDC						
G2	None	Mixed NDC						
G3	DNDC	5-Digit						
G4	DNDC	NDC						
G5	DSCF	5-Digit						
G6	DDU	5-Digit						
G7	Nonbarcoded Surcharge							

Irregular Parcels 1 oz. to 15.994 oz.

	Entry	Price Category	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
G8	None	NDC						
G9	None	Mixed NDC						
G10	DNDC	5-Digit						
G11	DNDC	SCF						
G12	DNDC	NDC						
G13	DSCF	5-Digit						
G14	DSCF	SCF						
G15	DDU	5-Digit						
G16	Nonbarcoded Surcharge							

Part G Total (Add lines G1-G16)

Parcel Select

Part H

Parcel Select - Regional Ground

Check box at left if prices are populated in this section.

Regional Ground

	Zone	Entry	No. of Pcs	Subtotal Postage	Discount Total	Fee Total	Total Postage
H1	L,1,2,3	OSCF					
H2	L,1,2,3	ONDC					

Part H Total (Add lines H1-H2)

Part I

Parcel Select - Regional Ground - NSA

Check box at left if prices are populated in this section.

Regional Ground (NSA)

	Zone	Entry	No. of Pcs	Subtotal Postage	Discount Total	Fee Total	Total Postage
I1	L,1,2,3	OSCF					
I2	L,1,2,3	ONDC					

Part I Total (Add lines I1-I2)

Parcel Select - Sample Showcase

Part J

Sample Showcase

Check box at left if prices are populated in this section.

Flat Rate

		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
J1	Box 1						
J2	Box 2						
J3	Box 3						
J4	Box 4						
J5	Box 5						
J6	Box 6						

Non Flat Rate

	Entry	Price Category	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
J7	DNDC	5-digit						
J8	DNDC	NDC						

Part J Total (Add lines J1-J8)

Package Services

Part K
Parcel Post

Check box at left if prices are populated in this section.

Parcel Post

	Zone	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
K1	1 & 2						
K2	3						
K3	4						
K4	5						
K5	6						
K6	7						
K7	8						

Parcel Post - Oversized

	Zone	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
K8	1 & 2						
K9	3						
K10	4						
K11	5						
K12	6						
K13	7						
K14	8						

Part K - Parcel Post Total (Add lines K1-K14)

Extra Services and Fees

Part S
Extra Services

Check box at left if prices are populated in this section.

Items mailed with Extra Services must meet the mailing standards for the extra service.

		Fee	No. of Pieces	Total Postage
S1	Certificate of Mailing (3 or more)	\$0.44		
S2				
S3	Collect on Delivery (COD)			
S4	Delivery Confirmation (parcels only)			
S5	Insurance			
S6				
S7	Restricted Delivery	4.55		
S8	Return Receipt (Electronic)	1.15		
S9	Return Receipt (Form 3811)	2.35		
S10	Return Receipt for Merchandise	3.95		
S11	Signature Confirmation (parcels only)			
S12	Parcel Airlift (PAL)			
S13	Special Handling			
S14				
S15	Adult Signature Required *			
S16	Adult Signature Restricted Delivery *			
S17	Picture Permit Imprint			

* Only for Parcel Select Nonpresort Parcels.

Part S Total (Add lines S1 - S17)

Package Services - Instructions

Use this form for Package Services including Bound Printed Matter, Library Mail, Media Mail, Parcel Post, and Parcel Select.

Step 1: Complete *Mailer* and *Mailing* sections on page 1 applicable to the mailing presented. For all sections not applicable, enter N/A.

Step 2: Determine which part(s) to complete for your mailing, as follows: Parts A - Bound Printed Matter (BPM) Flats or Parcels; Part B - Library Mail and Media Mail; Parts C through J - Parcel Select; Part K Parcel Post; or Part S - Extra Services.

Step 3: Complete applicable part(s) as follows:

Part A: Nonpresorted BPM is charged a per-piece price based on weight and zone. Enter applicable per-piece price in "Price" column. Multiply per-piece price by corresponding number of pieces and enter in "Total" column.

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.

Permit Imprint mailings, round off to four decimal places. Add line-item totals and enter sum in Part A Total box. Do not round.

Presorted and Carrier Route BPM are charged a per-pound price and a per-piece price. Note: For pieces weighing one pound or less, calculate per-pound postage for a one pound piece.

Permit Imprint: Enter corresponding per-piece price for all zones in column one. Multiply applicable per-piece price by number of pieces per zone and enter in "Pieces Subtotal" column. Compute per-pound postage by multiplying the unrounded weight of a single piece (one pound per piece, minimum) by the number of pieces per zone; enter result in "No. of Pounds" column. Multiply the applicable Pound Price by the number of pounds. Do not round. Enter result in Pound Subtotal column. Add Pieces Subtotal, Pound Subtotal, any Discounts or Fees Totals, and enter result in "Total" column. Add line-item totals and enter sum in Part/Total box. Do not round.

Parts B-K: These categories of mail are charged a per-piece price.

Permit Imprint: Multiply number of pieces by applicable per-piece price. Round each result off to four decimal places. Add the products and enter in "Total" column. Add line-item totals and enter sum in Part/Total box. Do not round.

Postage Affixed: Compute applicable postage for a single piece. Round up to next tenth of a cent (three decimal places). Enter single-piece amount(s) in appropriate line in "Price" column; multiply times corresponding number of pieces; enter result in "Total" column. Add line-item totals and enter sum in Part/Total box. Do not round.

Part S: Extra Services are charged a per-piece price.

Permit Imprint: Multiply price for requested extra service(s) by number of pieces. Enter result in "Total" column. Add the line-item totals and enter sum in Part S Total box.

Postage Affixed: Multiply price for requested extra service(s) by number of pieces. Round off to three decimal places. Enter result in "Total" column. Add line-item totals and enter sum in Part S Total box. Do not round.

Step 4: Go to *Postage* section on page 1. Place a check mark in the appropriate box(es) to show which part(s) you have completed. Add the postage from the Part/Total box for each completed section; round off to the nearest whole cent (two decimal places); enter sum in Total Postage.

Step 5: Complete the line 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: Calculate Net Postage Due by subtracting Postage Affixed from the Total Postage. 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 the Net Postage Due line.

Step 7: Read and sign *Certification* section, including your telephone number. Attach all completed pages together to submit with the mailing. (Do not include blank pages.)

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