

Postage Statement— Nonprofit USPS Marketing Mail

Mailer	Permit Holder Name, Address, Email, Telephone	Mailing Agent (If other than permit holder) Name, Address, Telephone	Mail Owner (If other than permit holder) Name, Address
	USPS Nonprofit Auth. No. _____ CAPS Cust. Ref. No. _____ CRID _____	CRID _____	USPS Nonprofit Auth. No. _____ CRID _____

Mailing	Post Office of Mailing	Mailer's Mailing Date	Federal Agency Cost Code	Statement Seq. No.	For Automation Pieces, Enter Date of Address Matching and Coding ___/___/___	No. & Type of Containers ___ Sacks ___ 1 ft. Letter Trays ___ 2 ft. Letter Trays ___ EMM Letter Trays ___ Flat Trays ___ Pallets ___ Other	
	Type of Postage <input type="checkbox"/> Permit Imprint <input type="checkbox"/> Precanceled Stamps <input type="checkbox"/> Metered	Processing Category <input type="checkbox"/> Letters <input type="checkbox"/> Flats <input type="checkbox"/> Marketing Parcels	<input type="checkbox"/> Parcels—Machinable <input type="checkbox"/> Parcels—Irregular <input type="checkbox"/> CMM <input type="checkbox"/> Catalogs	Total # of Pieces in Mailing	SSF Transaction #		For Carrier Route Pieces, Enter Date of Address Matching and Coding ___/___/___
	For Mail Enclosed within Another Class <input type="checkbox"/> Bound Printed Matter <input type="checkbox"/> Library Mail <input type="checkbox"/> Periodicals <input type="checkbox"/> Media Mail	Move Update Method <input type="checkbox"/> Ancillary Service Endorsement <input type="checkbox"/> NCOA ^{Link} <input type="checkbox"/> ACS	<input type="checkbox"/> Alternative Method <input type="checkbox"/> Multiple <input type="checkbox"/> OneCode ACS <input type="checkbox"/> n/a Alternative Address Format	Weight of a Single Piece 0. _____ pounds	<input type="checkbox"/> Mailpiece is a product sample ___ % Samples		For Carrier Route Price Pieces, Enter Date of Carrier Route Sequencing ___/___/___
	Combined Mailing <input type="checkbox"/> Mixed Class <input type="checkbox"/> Single Class	<input type="checkbox"/> Letter-size or flat mailpiece contains DVD/CD or other disk.	This is a Political Campaign Mailing <input type="checkbox"/> Yes <input type="checkbox"/> No	This is Official Election Mail <input type="checkbox"/> Yes <input type="checkbox"/> No	For Pieces Bearing a Simplified Address Enter Date of Delivery Statistics File or Alternative Method ___/___/___		

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

Postage	1	Subtotal Postage (Add parts totals)		
	2	Price at Which Postage Affixed (Check one). <input type="checkbox"/> Correct <input type="checkbox"/> Lowest <input type="checkbox"/> Neither Complete if mailing includes pieces bearing metered/PC Postage or precanceled stamps.	___ pcs. x \$ _____ = Postage Affixed	-
	3	Incentive/Discount Flat Dollar Amount	-	
	4	Fee Flat Dollar Amount	+	
	5	Net Postage Due (Line 1 +/- Lines 2, 3, 4)		

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: _____ Type of Fee: _____

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
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USPS Use Only	Weight of a Single Piece _____ pounds	Total Weight	Are postage figures at left adjusted from mailer's entries? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, reason:	Round Stamp (Required) Payment Date	
	Total Pieces	Total Postage			
	Presort Verification Performed? (If required) <input type="checkbox"/> Yes <input type="checkbox"/> 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)		Date Mailer Notified		Contact
			By (Initials)		Time AM PM
USPS Employee's Signature		Print USPS Employee's Name			

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*	Fee Total	Total Postage
A1	None	5-Digit	\$0.138					
A2	None	AADC	0.163					
A3	None	Mixed AADC	0.178					
A4	DNDC	5-Digit	0.118					
A5	DNDC	AADC	0.143					
A6	DNDC	Mixed AADC	0.158					
A7	DSCF	5-Digit	0.112					
A8	DSCF	AADC	0.137					

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

A9	Part A Total (Add lines A1 — A8)							
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Full Service Intelligent Mail Option

A10	DISPLAY ONLY	Letters-Number of Pieces that Comply _____ x \$0.003 =
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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	Fee Total	Total Postage
B1	None	AADC	\$0.174					
B2	None	Mixed AADC	0.184					
B3	DNDC	AADC	0.154					
B4	DNDC	Mixed AADC	0.164					
B5	DSCF	AADC	0.148					

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

	Entry	Price Category	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
B6	None	5-Digit	\$0.418					
B7	None	3-Digit	0.486					
B8	None	ADC	0.508					
B9	None	Mixed ADC	0.581					
B10	DNDC	5-Digit	0.398					
B11	DNDC	3-Digit	0.466					
B12	DNDC	ADC	0.488					
B13	DNDC	Mixed ADC	0.561					
B14	DSCF	5-Digit	0.392					
B15	DSCF	3-Digit	0.460					
B16	DSCF	ADC	0.482					

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	Fee Total	Total Postage
B17	None	5-Digit	\$0.125				\$0.793						
B18	None	3-Digit	0.218				0.793						
B19	None	ADC	0.274				0.793						
B20	None	Mixed ADC	0.309				0.793						
B21	DNDC	5-Digit	0.125				0.621						
B22	DNDC	3-Digit	0.218				0.621						
B23	DNDC	ADC	0.274				0.621						
B24	DNDC	Mixed ADC	0.309				0.621						
B25	DSCF	5-Digit	0.125				0.577						
B26	DSCF	3-Digit	0.218				0.577						
B27	DSCF	ADC	0.274				0.577						

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.

B28	Part B Total (Add lines B1 — B27)												
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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*	Fee Total	Total Postage
C1	None	Saturation	\$0.111					
C2	None	High Density Plus	0.116					
C3	None	High Density	0.124					
C4	None	Basic	0.209					
C5	DNDC	Saturation	0.092					
C6	DNDC	High Density Plus	0.097					
C7	DNDC	High Density	0.105					
C8	DNDC	Basic	0.186					
C9	DSCF	Saturation	0.088					
C10	DSCF	High Density Plus	0.093					
C11	DSCF	High Density	0.101					
C12	DSCF	Basic	0.180					

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

	Entry	Price Category	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
C13	None	Saturation	\$0.111					
C14	DNDC	Saturation	0.092					
C15	DSCF	Saturation	0.088					

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

	Entry	Price Category	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
C16	None	Saturation	\$0.136					
C17	None	High Density Plus	0.144					
C18	None	High Density	0.166					
C19	None	Basic	0.218					
C20	DNDC	Saturation	0.098					
C21	DNDC	High Density Plus	0.106					
C22	DNDC	High Density	0.128					
C23	DNDC	Basic	0.187					
C24	DSCF	Saturation	0.091					
C25	DSCF	High Density Plus	0.099					
C26	DSCF	High Density	0.121					
C27	DSCF	Basic	0.181					

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

	Entry	Price Category	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
C28	None	Saturation	\$0.136					
C29	DNDC	Saturation	0.098					
C30	DSCF	Saturation	0.091					

* May contain both Full Service Intelligent Mail and other discount-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	Fee Total	Total Postage
C31	None	Saturation	\$0.027				\$0.436						
C32	None	High Density Plus	0.035				0.436						
C33	None	High Density	0.057				0.436						
C34	None	Basic	0.084				0.535						
C35	DNDC	Saturation	0.027				0.281						
C36	DNDC	High Density Plus	0.035				0.281						
C37	DNDC	High Density	0.057				0.281						
C38	DNDC	Basic	0.084				0.410						
C39	DSCF	Saturation	0.027				0.253						
C40	DSCF	High Density Plus	0.035				0.253						
C41	DSCF	High Density	0.057				0.253						
C42	DSCF	Basic	0.084				0.384						

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	Fee Total	Total Postage
C43	None	Saturation	\$0.027				\$0.436						
C44	DNDC	Saturation	0.027				0.281						
C45	DSCF	Saturation	0.027				0.253						

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.

C46	Part C Total (Add lines C1 — C45)											
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Full Service Intelligent Mail Option

C47	DISPLAY ONLY	Letters-Number of Pieces that Comply _____ x \$0.003 =										
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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*	Fee Total	Total Postage
D1	None	5-Digit	\$0.240					
D2	None	3-Digit	0.365					
D3	None	ADC	0.430					
D4	None	Mixed ADC	0.488					
D5	DNDC	5-Digit	0.197					
D6	DNDC	3-Digit	0.322					
D7	DNDC	ADC	0.387					
D8	DNDC	Mixed ADC	0.445					
D9	DSCF	5-Digit	0.186					
D10	DSCF	3-Digit	0.311					
D11	DSCF	ADC	0.376					

Flats 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*	Fee Total	Total Postage
D12	None	5-Digit	\$0.042				\$0.793						
D13	None	3-Digit	0.167				0.793						
D14	None	ADC	0.232				0.793						
D15	None	Mixed ADC	0.290				0.793						
D16	DNDC	5-Digit	0.042				0.621						
D17	DNDC	3-Digit	0.167				0.621						
D18	DNDC	ADC	0.232				0.621						
D19	DNDC	Mixed ADC	0.290				0.621						
D20	DSCF	5-Digit	0.042				0.577						
D21	DSCF	3-Digit	0.167				0.577						
D22	DSCF	ADC	0.232				0.577						

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

D23	Part D Total (Add lines D1 — D22)											
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Full Service Intelligent Mail Option

D24	DISPLAY ONLY	Flats-Number of Pieces that Comply _____ x \$0.003 =											
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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	Fee Total	Total Postage
E1	None	5-Digit	\$0.323					
E2	None	3-Digit	0.416					
E3	None	ADC	0.472					
E4	None	Mixed ADC	0.507					
E5	DNDC	5-Digit	0.280					
E6	DNDC	3-Digit	0.373					
E7	DNDC	ADC	0.429					
E8	DNDC	Mixed ADC	0.464					
E9	DSCF	5-Digit	0.269					
E10	DSCF	3-Digit	0.362					
E11	DSCF	ADC	0.418					

Flats 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	Fee Total	Total Postage
E12	None	5-Digit	\$0.125				\$0.793						
E13	None	3-Digit	0.218				0.793						
E14	None	ADC	0.274				0.793						
E15	None	Mixed ADC	0.309				0.793						
E16	DNDC	5-Digit	0.125				0.621						
E17	DNDC	3-Digit	0.218				0.621						
E18	DNDC	ADC	0.274				0.621						
E19	DNDC	Mixed ADC	0.309				0.621						
E20	DSCF	5-Digit	0.125				0.577						
E21	DSCF	3-Digit	0.218				0.577						
E22	DSCF	ADC	0.274				0.577						

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.

E23	Part E Total (Add lines E1 — E22)												
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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*	Fee Total	Total Postage
F1	None	Saturation**	\$0.136					
F2	None	High Density Plus	0.144					
F3	None	High Density	0.166					
F4	None	Basic	0.218					
F5	None	Basic – CR Bundles/Pallet	0.199					
F6	DNDC	Saturation**	0.098					
F7	DNDC	High Density Plus	0.106					
F8	DNDC	High Density	0.128					
F9	DNDC	Basic	0.187					
F10	DNDC	Basic – CR Bundles/Pallet	0.168					
F11	DSCF	Saturation**	0.091					
F12	DSCF	High Density Plus	0.099					
F13	DSCF	High Density	0.121					
F14	DSCF	Basic	0.181					
F15	DSCF	Basic – CR Bundles/Pallet	0.162					
F16	DDU	Saturation**	0.075					
F17	DDU	High Density Plus	0.083					
F18	DDU	High Density	0.105					
F19	DDU	Basic	0.170					
F20	DDU	Basic – CR Bundles/Pallet	0.151					
F21	Detached Address Label		0.045					
F22	Detached Marketing Label		0.050					

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

	Entry	Price Category	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
F23	None	Saturation	\$0.137					
F24	DNDC	Saturation	0.099					
F25	DSCF	Saturation	0.092					
F26	DDU	Saturation	0.076					

* May contain both Full Service Intelligent Mail and other discount-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 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*	Fee Total	Total Postage
F27	None	Saturation**	\$0.027				\$0.436						
F28	None	High Density Plus	0.035				0.436						
F29	None	High Density	0.057				0.436						
F30	None	Basic	0.084				0.535						
F31	None	Basic – CR Bundles/Pallet	0.065				0.535						
F32	DNDC	Saturation**	0.027				0.281						
F33	DNDC	High Density Plus	0.035				0.281						
F34	DNDC	High Density	0.057				0.281						
F35	DNDC	Basic	0.084				0.410						
F36	DNDC	Basic – CR Bundles/Pallet	0.065				0.410						
F37	DSCF	Saturation**	0.027				0.253						
F38	DSCF	High Density Plus	0.035				0.253						
F39	DSCF	High Density	0.057				0.253						
F40	DSCF	Basic	0.084				0.384						
F41	DSCF	Basic – CR Bundles/Pallet	0.065				0.384						
F42	DDU	Saturation**	0.027				0.192						
F43	DDU	High Density Plus	0.035				0.192						
F44	DDU	High Density	0.057				0.192						
F45	DDU	Basic	0.084				0.341						
F46	DDU	Basic – CR Bundles/Pallet	0.065				0.341						
F47	Detached Address Label		0.045										
F48	Detached Marketing Label		0.050										

Flats EDDM 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*	Fee Total	Total Postage
F49	None	Saturation	\$0.028				\$0.436						
F50	DNDC	Saturation	0.028				0.281						
F51	DSCF	Saturation	0.028				0.253						
F52	DDU	Saturation	0.028				0.192						

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.

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

** Full Service Intelligent Mail Option not available

F53	Part F Total (Add lines F1 — F52)											
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Full Service Intelligent Mail Option

F54	DISPLAY ONLY	Flats-Number of Pieces that Comply _____ x \$0.003 =											
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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	Fee Total	Total Postage
G1	None	NDC	\$1.185					
G2	None	Mixed NDC	1.547					
G3	DNDC	5-Digit	0.700					
G4	DNDC	SCF	0.802					
G5	DNDC	NDC	1.134					
G6	DSCF	5-Digit	0.649					
G7	DSCF	SCF	0.751					
G8	DDU	5-Digit	0.604					
G9	Nonbarcoded Surcharge		0.049					

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	Fee Total	Total Postage
G10	None	NDC	\$0.989				\$0.952						
G11	None	Mixed NDC	1.351				0.952						
G12	DNDC	5-Digit	0.555				0.704						
G13	DNDC	SCF	0.657				0.704						
G14	DNDC	NDC	0.989				0.704						
G15	DSCF	5-Digit	0.555				0.455						
G16	DSCF	SCF	0.657				0.455						
G17	DDU	5-Digit	0.555				0.236						
G18	Nonbarcoded Surcharge		0.049										

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.

G19	Part G Total (Add lines G1 — G18)											
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Nonprofit USPS Marketing Mail

Part H — Carrier Route Parcels

Parcels — Simple Samples

	Price Category	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
H1	Targeted Small						
H2	Targeted Large						
H3	Every Door (Saturation) Small						
H4	Every Door (Saturation) Large						
H5	Detached Address Label						
H6	Detached Marketing Label						

Pallet Fee

	Entry Point	Pallet Type	No. of Pallets	Price	Total Postage
H7	DSCF	5-Digit		\$32.322	
H8	DNDC	5-Digit		68.742	
H9	DNDC	3-Digit		42.277	

Carton/Sack Fee

	Pallet Type	No. of Cartons	Price	Total Postage
H10	3-Digit Pallet with 5-Digit Cartons/Sacks		\$5.864	
H11	Part H Total (Add lines H1 — H10)			

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	Fee Total	Total Postage
I1	None	NDC	\$1.009				\$1.084						
I2	None	Mixed NDC	1.421				1.084						
I3	DNDC	5-Digit	0.697				0.840						
I4	DNDC	NDC	1.009				0.840						
I5	DSCF	5-Digit	0.697				0.571						
I6	DDU	5-Digit	0.697				0.364						
I7	Nonbarcoded Surcharge		0.049										

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.

I8	Part I Total (Add lines I1 — I7)												
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Nonprofit USPS Marketing Mail

Part J — Irregular Parcels

Irregular Parcels 3.3 oz. (0.2063 lbs.) or less

	Entry	Price Category	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
J1	None	NDC	\$1.506					
J2	None	Mixed NDC	1.756					
J3	DNDC	5-Digit	0.870					
J4	DNDC	SCF	1.053					
J5	DNDC	NDC	1.455					
J6	DSCF	5-Digit	0.815					
J7	DSCF	SCF	0.998					
J8	DDU	5-Digit	0.772					
J9	Nonbarcoded Surcharge		0.049					

Irregular 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	Fee Total	Total Postage
J10	None	NDC	\$1.282				\$1.084						
J11	None	Mixed NDC	1.532				1.084						
J12	DNDC	5-Digit	0.697				0.840						
J13	DNDC	SCF	0.880				0.840						
J14	DNDC	NDC	1.282				0.840						
J15	DSCF	5-Digit	0.697				0.571						
J16	DSCF	SCF	0.880				0.571						
J17	DDU	5-Digit	0.697				0.364						
J18	Nonbarcoded Surcharge		0.049										

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.

J19	Part J Total (Add lines J1 — J18)											
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Part L — Customized MarketMail

Pieces 3.3 oz. (0.2063 lbs.) or less

	Price	No. of Pieces	Total Postage
L1	\$0.355		
L2	Part L Total		

Nonprofit USPS Marketing Mail

Part S — Extra Services and Fees

		Fee	No. of Pcs. or Lbs.	Subtotal Postage	Discount Total	Total Postage
S4	USPS Tracking (electronic only)*					
S5	Insurance**					
S8	Return Receipt (electronic)					
S9	Return Receipt (Form 3811)					
S17	Picture Permit Imprint					
S19	Certificate of Bulk Mailing (Form 3606-D)					
S25	Live Animal Transportation					
S28	Hazardous Material Transportation					
S31	Insurance Restricted Delivery**					
S34	Return Receipt for Merchandise					

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 — S34)					
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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—H: Marketing Parcels

Part G: Marketing Parcels. Enter total in Part G Total box.

Part H: Carrier Route Marketing Parcels. Enter total in Part H Total box.

Parts I—J: Parcels

Part I: Machinable Parcels. Enter total in Part I Total box.

Part J: Irregular 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: Lines 3 and 4 are for postage adjustments that apply to the entire mailing. Report any Incentive/Discount Flat Dollar Amount on Line 3 and any Fee Flat Dollar Amount on Line 4.

Instructions continued on next page

Nonprofit USPS Marketing Mail — Instructions — Continued

Use this form for Nonprofit USPS Marketing prices.

- Step 7:** Calculate Line 5 Net Postage Due by subtracting any Postage Affixed and Incentive/Discount (Lines 2 and 3) from the Subtotal Postage (Line 1) and adding any Fee (Line 4). 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 5.
- 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 Column

Mailings that qualify for Full Service Intelligent Mail Option will report the discount in the Discount Total column of each line of the postage statement. The Full Service Intelligent Mail Option lines are for display and data gathering purposes only.

When there is a Full Service discount but no other incentive discount, the Full Service discount is reported directly in the Discount Total column.

When there is both a Full Service discount and an incentive discount, the Discount Total must include both discounts so it must be calculated in an offline calculation with the resulting value reported in the Discount Total column. The calculation is performed as follows:

The Subtotal Postage (SP) amount is not affected and is calculated in the usual way. The Discount Total (DT) is calculated by, first, determining the Full Service discount (FSD) by multiplying the number of Full Service pieces by the per-piece Full Service discount. Then you must calculate the Incentive Discount (ID) by subtracting the Full Service discount (FSD) from the Subtotal Postage (SP) and multiplying the result by the Incentive Discount percentage (ID%) expressed in decimal form, such as .02. Then add the Full Service discount (FSD) and the Incentive Discount (ID) to get the Discount Total (DT).

This calculation can be expressed as an equation as follows:

$$DT = FSD + ID \text{ or } DT = FSD + ((SP - FSD) \times ID\%)$$

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