

# 113 Rates and Eligibility

## Overview

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## 1.0 Express Mail Rates and Fees

### 1.1 Rates Charged Per Piece

Express Mail postage is charged for each addressed piece according to its weight and the service option chosen by the mailer. For shipments presented in Express Mail pouches under an Express Mail Custom Designed Service agreement, each pouch is considered an addressed piece. [E500.1.5]

### 1.2 Express Mail Rate Application

Except under [1.4, Flat-Rate Envelope](#), Express Mail rates are charged per 0.5 pound through 1 pound, and in 1 pound increments over 1 pound. Through 1 pound, any fraction of a 0.5 pound is considered a whole 0.5-pound unit; more than 1 pound, any fraction of a pound is considered a whole pound. For example, if a piece weighs 0.25 pound, the weight (postage) increment is 0.5 pound; if a piece weighs 1.2 pounds, the weight (postage) increment is 2 pounds. The minimum postage amount per addressed piece is that for a piece weighing 0.5 pound. [P013.2.2]

### 1.3 Express Mail Rates—All Service Features

See [Exhibit 1.3 Express Mail Rates—All Service Features \(Same Day Airport Service Suspended\)](#). [R500.1.0]

### 1.4 Flat-Rate Envelope

Material mailed in the special flat-rate envelope available from the USPS is subject to the postage rate for a 1/2-pound piece at the service level requested by the customer, regardless of the actual weight of the piece. [E500.1.6]

### 1.5 Pickup Fees

#### 1.5.1 Pickup Fee

Per occurrence: \$12.50.

May be combined with Priority Mail and Package Services pickups (see [507.5.0](#)). [R500.2.1]

#### 1.5.2 Pickup Service

The required pickup fee is charged every time pickup service is provided, regardless of the number of pieces picked up, as described in [507.5.0](#). [E500.2.1]



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## Retail Mail: Express Mail Rates and Eligibility

**Exhibit 1.3 Express Mail Rates—All Service Features (Same Day Airport Service Suspended)**

Weight Not Over (pounds)	Service <sup>1</sup>			Weight Not Over (pounds)	Service <sup>1</sup>		
	Custom Designed	Next Day & Second Day PO to PO	Next Day & Second Day PO to Addressee		Custom Designed	Next Day & Second Day PO to PO	Next Day & Second Day PO to Addressee
1/2 <sup>2</sup>	\$10.70	\$10.40	\$13.65	40	\$80.75	\$80.45	\$83.70
1	14.90	14.60	17.85	41	82.55	82.25	85.50
2	14.90	14.60	17.85	42	84.40	84.10	87.35
3	18.10	17.80	21.05	43	86.10	85.80	89.05
4	21.25	20.95	24.20	44	87.85	87.55	90.80
5	24.35	24.05	27.30	45	89.45	89.15	92.40
6	27.45	27.15	30.40	46	90.80	90.50	93.75
7	30.50	30.20	33.45	47	92.45	92.15	95.40
8	31.80	31.50	34.75	48	93.90	93.60	96.85
9	33.25	32.95	36.20	49	95.30	95.00	98.25
10	34.55	34.25	37.50	50	96.80	96.50	99.75
11	36.25	35.95	39.20	51	98.40	98.10	101.35
12	38.90	38.60	41.85	52	99.80	99.50	102.75
13	40.80	40.50	43.75	53	101.35	101.05	104.30
14	41.85	41.55	44.80	54	102.80	102.50	105.75
15	43.15	42.85	46.10	55	104.30	104.00	107.25
16	44.70	44.40	47.65	56	105.85	105.55	108.80
17	46.20	45.90	49.15	57	107.30	107.00	110.25
18	47.60	47.30	50.55	58	108.85	108.55	111.80
19	49.05	48.75	52.00	59	110.45	110.15	113.40
20	50.50	50.20	53.45	60	112.20	111.90	115.15
21	51.95	51.65	54.90	61	114.10	113.80	117.05
22	53.40	53.10	56.35	62	115.85	115.55	118.80
23	54.90	54.60	57.85	63	117.55	117.25	120.50
24	56.30	56.00	59.25	64	119.50	119.20	122.45
25	57.70	57.40	60.65	65	121.20	120.90	124.15
26	59.20	58.90	62.15	66	123.10	122.80	126.05
27	60.60	60.30	63.55	67	124.80	124.50	127.75
28	62.10	61.80	65.05	68	126.70	126.40	129.65
29	63.55	63.25	66.50	69	128.45	128.15	131.40
30	65.00	64.70	67.95	70	130.25	129.95	133.20
31	66.45	66.15	69.40				
32	67.95	67.65	70.90				
33	69.30	69.00	72.25				
34	70.85	70.55	73.80				
35	72.20	71.90	75.15				
36	73.75	73.45	76.70				
37	75.40	75.10	78.35				
38	77.20	76.90	80.15				
39	78.95	78.65	81.90				

1. Same Day Airport service is currently suspended.
2. The 1/2-pound rate is charged for matter sent in an Express Mail flat-rate envelope provided by the USPS, regardless of the actual weight.

[R500.1.0]

## 1.6 Delivery Stop

### 1.6.1 Additional Fee

Express Mail Custom Designed Service items are subject to an additional fee for each delivery stop for items presented for delivery to addressee. [E500.4.3]

### 1.6.2 Fee for Delivery Stops

Custom Designed Service only, each: \$12.50. [R500.2.2]

## 1.7 Computing Postage—Express Mail

Determine single-piece weight and weight (postage) increment for each addressed piece. For Express Mail, affix postage to each piece under [114.1.2, Affixing Postage—Single-Piece Rate Mailings](#), or pay the postage through a corporate account or, for Express Mail Manifesting items ([705.2.6](#)), pay postage through a corporate account. [P013.6.0]

## 2.0 Basic Eligibility Standards for Express Mail

### 2.1 Definition of Express Mail

Express Mail is an expedited postal service available in five basic domestic service offerings: Same Day Airport Service (Suspended), Custom Designed Service, Next Day Service, Second Day Service, and Military Service, for shipping any mailable matter, subject to the standards below. Global Express Mail is available between the United States and most foreign countries (see the *International Mail Manual*). [E500.1.2]

### 2.2 Matter Closed Against Postal Inspection

Matter closed against postal inspection includes First-Class Mail and Express Mail. The USPS may open mail other than First-Class Mail or Express Mail to determine whether the proper rate of postage is paid. Material wrapped or packaged so that it cannot be examined easily or examined without destruction or serious damage is closed against postal inspection and is charged the appropriate First-Class Mail or Express Mail rate. [E110.1.3]

## 3.0 Content Standards for Express Mail

### 3.1 Basic Classification

Express Mail is considered closed against postal inspection. [E500.1.1]

### 3.2 Eligibility

All mailable matter may be sent as Express Mail, except Customized MarketMail under [705.1.0](#) or other matter prohibited by the respective standards. [E110.1.1]

### 3.3 Written or Typewritten Matter

Matter wholly or partially in handwriting or typewriting must be mailed as First-Class Mail or Express Mail, except authorized additions to Periodicals, Standard Mail, and Package Services and written or typewritten matter in Library Mail and Media Mail, as permitted by the corresponding standards. [E110.1.2]



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### 3.4 Correspondence

Matter that has the character of actual and personal correspondence must be mailed as First-Class Mail or Express Mail. [E110.1.4]

### 3.5 Bills and Statements of Account

Bills and statements of account must be mailed as First-Class Mail or Express Mail according to these definitions:

- a. A *bill* is a request for payment of a definite sum of money claimed to be owing by the addressee to the sender or a third party. The mere assertion of a debt in a definite sum combined with a demand for payment is sufficient to make the message a bill.
- b. A *statement of account* is the assertion of a debt in a definite amount owed by the addressee to the sender or a third party but does not necessarily contain a request or a demand for payment. The amount may be immediately due or may become due after a certain time or on demand or billing at a later date.
- c. A bill or statement of account must present enough details of a debt to inform the debtor of the amount the debtor must pay to acquit himself or herself of the debt. Neither a bill nor a statement of account need state the precise amount if the bill or statement contains enough information to enable the debtor to determine the exact amount of the claim asserted.
- d. A bill or statement of account does not lose that character just because the amount claimed is not, in fact, owing or may not be legally collectible.

[E110.1.5]

### 3.6 Examples

These are examples of material that must be mailed at First-Class Mail or Express Mail rates:

- a. Handwritten or typewritten matter, including identical copies prepared by automatic typewriter and manifold or carbon copies of this matter. Handwritten or typewritten matter does not include all matter produced by computers, but computer-prepared material is subject to First-Class postage if it has the character of actual and personal correspondence.
- b. Autograph albums containing writing.
- c. Notebooks or blank books containing written or typewritten entries or stenographic or shorthand notes.
- d. Blank printed forms filled out in writing, such as notices, certificates, and checks, either canceled or uncanceled.
- e. Printed price lists containing written figures changing individual items.
- f. Printed cards or letters bearing a written date, where the date is not the date of the card but gives information about when something is to occur or has occurred.
- g. Any matter marked "Postcard" or "Double Postcard." [E110.1.6]

## 4.0 Service Features of Express Mail

### 4.1 General

The service features are as follows:

- a. Customers may access delivery information on the Internet by visiting [www.usps.com](http://www.usps.com) or calling 1-800-222-1811 toll-free and providing the article number. A delivery record, including the recipient's signature, will be faxed or mailed upon request.
- b. When a waiver of signature is authorized by the customer, the delivery employee signs upon delivery if the addressee or addressee's agent is not available. The item must be left in a secure location. Customers who waive the signature requirement will be provided only the delivery date and will not receive an image of the signature when accessing the delivery record on the Internet or when calling the toll-free number. Restrictions for waiver of signature are defined in [503.1.1.6, Insurance and Indemnity](#), and [503.1.1.7, Additional Insurance](#).  
[E500.1.3]

### 4.2 Express Mail Next Day Service

#### 4.2.1 Where Available

Express Mail Next Day Service is available at designated USPS facilities, designated Express Mail collection boxes, or through pickup service, for overnight service to designated destination 3-digit ZIP Code delivery areas, facilities, or locations.

[E500.5.1]

#### 4.2.2 Where Not Available

Next Day Service may not be available at or between all post offices or at all times of deposit. An Express Mail Next Day Service directory, showing detailed local information about Express Mail Next Day Service, is available at post offices.

[E500.5.2]

#### 4.2.3 Acceptance Times

Express Mail Next Day Service mail must be presented by the times authorized by the postmaster. Express Mail Next Day Service items mailed after the time authorized by the postmaster are accepted for delivery on the second day after mailing, subject to the standards for this service, unless the item was:

- a. Delayed by strike or work stoppage.
- b. Made available for claim, or delivery was attempted within the times specified by the standards for this service, and then the item was delayed because forwarding or return service was provided. [E500.5.3]

#### 4.2.4 Post Office to Post Office

Under Post Office to Post Office Service, items presented under [4.2.1, Where Available](#), are available for claim by the addressee at the destination facility by 10 a.m. of the next day the destination office is open for retail business. [E500.5.4]



#### **4.2.5 Post Office to Addressee**

Under Post Office to Addressee Service, items presented under [4.2.1](#) are delivered to an addressee within the designated delivery area of the destination facility by noon or 3 p.m. of the next day. If delivery is not made, the addressee is notified and a second delivery attempted. [E500.5.5]

#### **4.2.6 Express Mail Next Day Service Refunds**

For Express Mail Next Day Service, the USPS refunds the postage for an item not available for customer pickup at destination or for which delivery to the addressee was not attempted, subject to the standards for this service, unless the delay was caused by one of the situations in [114.3.1](#), *Postage Not Refunded*. [D500.1.3]

### **4.3 Express Mail Second Day Service**

#### **4.3.1 Availability**

Express Mail Second Day Service is available to any 3-digit or 5-digit ZIP Code destination not listed in the Next Day Service directory mentioned in [4.2.2](#). [E500.6.3]

#### **4.3.2 Acceptance**

Express Mail Second Day Service is accepted at designated USPS facilities, at Express Mail collection boxes, and through pickup service. [E500.6.1]

#### **4.3.3 Acceptance Times**

Express Mail Second Day Service shipments must be presented by 5 p.m., or such later time authorized by the postmaster. For Second Day Service, the USPS refunds postage for an item not available for customer pickup or for which delivery was not attempted, subject to the standards for this service, unless the item was:

- a. Delayed by strike or work stoppage.
- b. Made available for claim, or delivery was attempted within the times specified by the standards for this service, and then the item was delayed because forwarding or return service was provided. [E500.6.2]

#### **4.3.4 Post Office to Post Office**

Under Post Office to Post Office Service, items presented under [4.3.3](#) are available for claim by the addressee at the destination facility by 10 a.m. of the second day that the destination office is open for retail business. [E500.6.4]

#### **4.3.5 Post Office to Addressee**

Under Post Office to Addressee Service, items presented under [4.3.3](#) are delivered to an addressee within the designated delivery area of the destination facility by noon or 3 p.m. of the second day. If delivery is not made, the addressee is notified and a second delivery attempted. [E500.6.5]

#### **4.3.6 Express Mail Second Day Service Refunds**

For Express Mail Next Day Service, the USPS refunds the postage for an item not available for customer pickup at destination or for which delivery to the addressee was not attempted, subject to the standards for this service, unless the delay was caused by one of the situations in [114.3.1](#), *Postage Not Refunded*. [D500.1.3]

#### 4.4 Express Mail Same Day Airport Service (Suspended)

##### 4.4.1 Availability

This service is not currently available. [E500.3.0]

##### 4.4.2 Express Mail Same Day Airport Service Refunds

For Express Mail Same Day Airport Service, the USPS refunds the postage for an item not available for customer pickup at destination by the time specified at acceptance, unless the delay was caused by one of the situations in [114.3.1](#), *Postage Not Refunded*. [D500.1.1]

#### 4.5 Express Mail Custom Designed Service

##### 4.5.1 Availability

Express Mail Custom Designed Service is available to and from any location in the United States. [E500.4.1]

##### 4.5.2 Scheduled Basis

Express Mail Custom Designed Service is available only on a scheduled basis between designated USPS facilities or other designated locations for mailable matter presented under the service agreement between the USPS and the mailer. [E500.4.2]

##### 4.5.3 Additional Fee

Express Mail Custom Designed Service items are subject to an additional fee for each delivery stop for items presented for delivery to addressee. [E500.4.3]

##### 4.5.4 Required Service Agreement

A service agreement is required before mailings may be made under Express Mail Custom Designed Service. An Express Mail Manifesting agreement is required for all manifested Express Mail items accepted under [705.2.6](#), *Express Mail Manifesting Agreements*. [E500.1.8]

##### 4.5.5 Service Agreement Information

Each Express Mail Custom Designed Service Agreement must specify the scheduled:

- a. Place and day or date of origin for each shipment presented for service to each specific destination.
- b. Place and day or date for claim or delivery at destination for each scheduled shipment.
- c. Times of day for presenting at origin and for claim or delivery at destination.

[E500.4.4]

##### 4.5.6 Service Commencement

Service provided under a service agreement must begin not more than 10 days after the signed service agreement is presented to the USPS. [E500.4.5]

##### 4.5.7 Changes in Destination Address (changes)

At least 30 days' advance notice is required to change the Express Mail destination address for origin caller service mail (accelerated reply mail). [E500.4.6]



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### **4.5.8 Termination by USPS**

Express Mail Custom Designed Service provided under a service agreement may be terminated by the USPS on 10 days' written notice to the mailer, if service cannot be provided for reasons beyond the control of the USPS or because of changes in USPS facilities or operations, or if the mailer fails to adhere to the terms of the service agreement or these standards. [E500.4.7]

### **4.5.9 Termination by Mailer**

A service agreement may be terminated by the mailer for any reason by notice to the USPS. [E500.4.8]

### **4.5.10 Express Mail Custom Designed Service Refunds**

For Express Mail Custom Designed Service, the USPS refunds the postage for an item not available for customer pickup at destination or not delivered to the addressee within 24 hours of mailing, unless the item was mailed under a service agreement that provides for delivery more than 24 hours after scheduled presentation at the point of origin or if the delay was caused by one of the situations in [114.3.1, Postage Not Refunded](#). [D500.1.2]

## **4.6 Express Mail Military Service (EMMS)**

### **4.6.1 Express Mail Military Service Objectives**

For Express Mail Military Service (EMMS), items presented at APO/FPO facilities before the published cut-off time are delivered the second day after acceptance. Items presented after the published cut-off time are delivered the third day after acceptance. For EMMS, the USPS refunds postage for an item not available for customer pickup at the APO/FPO of address or for which delivery to the addressee was not attempted domestically within the times specified by the standards for this service, unless the item was delayed by Customs; the item was destined for an APO/FPO that was closed on the intended day of delivery (delivery is attempted the next business day); or the delay was caused by one of the situations in [114.3.1, Postage Not Refunded](#). [D500.1.4]

### **4.6.2 Availability**

EMMS (under [703.2.6, Express Mail Military Service \(EMMS\)](#)) is available between the United States and designated APOs and FPOs to provide Department of Defense personnel stationed overseas, and others entitled to APO and FPO mailing privileges, an expedited delivery service to or from the United States. EMMS Custom Designed Service and EMMS drop shipment service are available to authorized APO/FPO destinations. [E500.7.1]

## **4.7 Drop Shipment**

Express Mail Custom Designed Service, Express Mail Next Day Service, and Express Mail Second Day Service may be used to expedite movement of any other class of mail from one domestic USPS facility to another by Express Mail drop shipment, subject to the corresponding standards. For more information, see [705.16.0](#). [E500.1.4]