

# 163 Rates and Eligibility

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## 1.0 Bound Printed Matter Rates and Fees

### 1.1 Rates

Bound Printed Matter (BPM) rates are based on the weight of a single addressed piece or 1 pound, whichever is higher, and the zone to which the piece is addressed. The single-piece rate applies to BPM not mailed at the Presorted or carrier route rates. [E712.2.0]

### 1.2 Determining Single-Piece Weight

To determine single-piece weight in any mailing of nonidentical-weight pieces, weigh each piece individually. To determine single-piece weight in a mailing of identical-weight pieces, weigh a sample group of at least 10 randomly selected pieces and divide the total sample weight by the number of pieces in the sample. Express all single-piece weights in decimal pounds rounded off to four decimal places. [P013.1.3]

### 1.3 Bound Printed Matter Rate Application

The single-piece BPM rate is charged per half-pound from 1 through 5 pounds, and per pound from more than 5 through 15 pounds. For pieces weighing 5 pounds or under, any fraction of a half-pound is considered a whole half-pound. For pieces weighing more than 5 but not more than 15 pounds, any fraction of a pound is considered a whole pound. For example, if a BPM item weighs 4.325 pounds, the weight (postage) increment is 4.5 pounds; if an item weighs 6.25 pounds, the weight (postage) increment is 7 pounds. The minimum postage rate per piece is the 1-pound rate. [P013.5.3]

### 1.4 Barcoded Discount—Flats

The barcoded discount applies only to BPM flat-size pieces that bear a correct, readable ZIP+4 or delivery point barcode (DPBC) under [708.4.0, \*Barcoding Standards for Letters and Flats\*](#), for the ZIP+4 code or numeric DPBC of the delivery address. The pieces must be part of a single-piece rate mailing of 50 or more flat-size pieces. To qualify for the barcoded discount, the flat-size piece must meet the AFSM 100 flat sorting machine requirements under [301.3.3](#). [E712.2.0e]



163.1.5

### 1.5 Single-Piece—Flats

For barcoded discount, deduct \$0.03 per piece (automatable flats only, 50-piece minimum). [R700.2.1]

#### Exhibit 1.5 Single-Piece—Flats Rates

Weight Not Over (pounds) <sup>1</sup>	Zone						
	Local, 1 & 2	3	4	5	6	7	8
1.0	\$1.79	\$1.84	\$1.88	\$1.96	\$2.03	\$2.12	\$2.29
1.5	1.79	1.84	1.88	1.96	2.03	2.12	2.29
2.0	1.86	1.92	1.98	2.08	2.18	2.30	2.52
2.5	1.93	2.01	2.08	2.21	2.33	2.48	2.76
3.0	2.00	2.09	2.18	2.33	2.48	2.66	2.99
3.5	2.07	2.18	2.28	2.46	2.63	2.84	3.23
4.0	2.14	2.26	2.38	2.58	2.78	3.02	3.46
4.5	2.21	2.35	2.48	2.71	2.93	3.20	3.70
5	2.28	2.43	2.58	2.83	3.08	3.38	3.93
6	2.42	2.60	2.78	3.08	3.38	3.74	4.40
7	2.56	2.77	2.98	3.33	3.68	4.10	4.87
8	2.70	2.94	3.18	3.58	3.98	4.46	5.34
9	2.84	3.11	3.38	3.83	4.28	4.82	5.81
10	2.98	3.28	3.58	4.08	4.58	5.18	6.28
11	3.12	3.45	3.78	4.33	4.88	5.54	6.75
12	3.26	3.62	3.98	4.58	5.18	5.90	7.22
13	3.40	3.79	4.18	4.83	5.48	6.26	7.69
14	3.54	3.96	4.38	5.08	5.78	6.62	8.16
15	3.68	4.13	4.58	5.33	6.08	6.98	8.63

1. Bound Printed Matter automation compatible flats may be eligible for barcoded discount (see 163.1.4) of \$0.03 per flat (50-piece minimum).

[R700.2.1]

### 1.6 Barcode Discount—Machinable Parcels

Barcoded Discount—Machinable Parcels. The barcoded discount applies only to BPM machinable parcels (see 401.1.5.1, *Criteria*) that bear a correct, readable barcode under 708.5.0, *Barcoding Standards for Parcels*, for the ZIP Code of the delivery address. The pieces must be part of a single-piece rate mailing of 50 or more BPM parcels. [E712.2.0d]

**1.7 Single-Piece—Parcels**

For barcoded discount, deduct \$0.03 per parcel (machinable parcels only, 50-piece minimum). [R700.2.2]

**Exhibit 1.7 Single-Piece—Parcels Rates**

Weight Not Over (pounds) <sup>1</sup>	Zone						
	Local, 1 & 2	3	4	5	6	7	8
1.0	\$1.87	\$1.92	\$1.96	\$2.04	\$2.11	\$2.20	\$2.37
1.5	1.87	1.92	1.96	2.04	2.11	2.20	2.37
2.0	1.94	2.00	2.06	2.16	2.26	2.38	2.60
2.5	2.01	2.09	2.16	2.29	2.41	2.56	2.84
3.0	2.08	2.17	2.26	2.41	2.56	2.74	3.07
3.5	2.15	2.26	2.36	2.54	2.71	2.92	3.31
4.0	2.22	2.34	2.46	2.66	2.86	3.10	3.54
4.5	2.29	2.43	2.56	2.79	3.01	3.28	3.78
5	2.36	2.51	2.66	2.91	3.16	3.46	4.01
6	2.50	2.68	2.86	3.16	3.46	3.82	4.48
7	2.64	2.85	3.06	3.41	3.76	4.18	4.95
8	2.78	3.02	3.26	3.66	4.06	4.54	5.42
9	2.92	3.19	3.46	3.91	4.36	4.90	5.89
10	3.06	3.36	3.66	4.16	4.66	5.26	6.36
11	3.20	3.53	3.86	4.41	4.96	5.62	6.83
12	3.34	3.70	4.06	4.66	5.26	5.98	7.30
13	3.48	3.87	4.26	4.91	5.56	6.34	7.77
14	3.62	4.04	4.46	5.16	5.86	6.70	8.24
15	3.76	4.21	4.66	5.41	6.16	7.06	8.71

1. Machinable parcels may be eligible for barcoded discount of \$0.03 per parcel (50-piece minimum).

[R700.2.2]

**1.8 Computing Postage—Bound Printed Matter With Permit Imprint**

To compute the total postage for a mailing, for each weight increment, multiply the number of pieces by the applicable rate per piece. [P013.9.1]

**1.9 Computing Postage—Bound Printed Matter With Postage Affixed**

For each piece, affix the postage for the weight increment for the zone to which the piece is addressed, as shown in [1.5, Single-Piece—Flats](#), and [1.7, Single-Piece—Parcels](#). [P013.9.2]

**2.0 Basic Eligibility Standards for Bound Printed Matter****2.1 Service Objectives**

The USPS does not guarantee the delivery of BPM within a specified time. BPM might receive deferred service. The local post office can provide more information concerning delivery times within its area. [D700.1.0]



163.2.2

### 2.2 Postal Inspection

BPM is not sealed against postal inspection. Regardless of physical closure, the mailing of articles at BPM rates constitutes consent by the mailer to postal inspection of the contents. [E710.1.3]

### 2.3 Delivery and Return Addresses

All BPM mail must bear a delivery address. The delivery address on each piece must include the correct ZIP Code or ZIP+4 code. Alternative addressing formats under [602.3.0](#) may be used. Except for unendorsed BPM, each piece must bear the sender's return address. [E710.3.1]

## 3.0 Content Standards

### 3.1 Content Standards for Bound Printed Matter

BPM is a subclass of Package Services and must:

- a. Meet the basic standards for BPM in [101.8.1](#) and [2.0](#) and [3.0](#).
- b. Weigh no more than 15 pounds. Pieces might be subject to other minimum weights or dimensions based on the standards for specific rates.
- c. Consist of advertising, promotional, directory, or editorial material (or any combination of such material).
- d. Be securely bound by permanent fastenings such as staples, spiral binding, glue, or stitching. Loose-leaf binders and similar fastenings are not considered permanent.
- e. Consist of sheets of which at least 90% are imprinted by any process other than handwriting or typewriting with words, letters, characters, figures, or images (or any combination of them).
- f. Not have the nature of personal correspondence.
- g. Not be stationery, such as pads of blank printed forms. [E712.1.1]
- h. Consist of mailable matter that is neither mailed or required to be mailed as First-Class Mail nor entered as Periodicals (except as permitted under [3.2](#) or permitted or required under [707.7.9](#)). [E710.1.1]

### 3.2 Attachments or Enclosures of Periodicals Sample Copies

Sample copies of authorized and pending Periodicals publications may be enclosed or attached with merchandise sent at BPM rates. Postage at BPM rates is based on the combined weight of the host piece and the sample copies enclosed.

## 4.0 Attachments and Enclosures

### 4.1 Enclosures

In addition to the basic standards in [101.8.1](#), *Physical Standards for Bound Printed Matter*, [2.0](#), [4.1](#) through [4.4](#), and [166.1.1](#), *Single-Piece Rate Mailings*, BPM may have the following additions and enclosures:

- a. Any printed matter mailable as Standard Mail.

- b. Nonprint attachments and enclosures. The combined weight of all nonprint attachments and enclosures in the mailpiece must be less than or equal to 25% of the weight of the BPM in the mailpiece. The individual cost of each nonprint attachment or enclosure must be less than or equal to the cost of a “low cost” item as defined in [703.1.6.11, \*Products Mailable at Nonprofit Standard Mail Rates\*](#). In addition, the combined cost of all nonprint attachments and enclosures must not exceed two times the cost of a “low cost” item as defined in [703.1.6.11, \*Products Mailable at Nonprofit Standard Mail Rates\*](#). [E712.1.2]

#### 4.2 Written Additions

Markings that have the character of personal correspondence require, with certain exceptions, additional postage at the First-Class rates. The following written additions and enclosures do not require additional First-Class postage:

- a. The sender's and the addressee's names, occupations, and addresses, preceded by “From” or “To,” and directions for handling.
- b. Marks, numbers, names, or letters describing the contents.
- c. Words or phrases such as “Do Not Open Until Christmas” and “Happy Birthday, Mother.”
- d. Instructions and directions for the use of the item mailed.
- e. A manuscript dedication or inscription not having the nature of personal correspondence.
- f. Marks to call attention to words or passages in the text.
- g. Corrections of typographical errors in printed matter.
- h. Manuscripts accompanying related proof sheets and corrections of proof sheets including corrections of typographical and other errors, changes in the text, insertions of new text, marginal instructions to the printer, and corrective rewrites of parts.
- i. Handstamped imprints, unless the added material is in itself personal or converts the original matter to a personal communication.
- j. Matter mailable separately as Standard Mail printed on the wrapper, envelope, tag, or label. [E710.1.4]

#### 4.3 Invoice

An invoice, whether it also serves as a bill, may be placed either inside a BPM piece or in an envelope marked “Invoice Enclosed” and attached to the outside of the piece if the invoice relates solely to the matter with which it is mailed. The invoice may show this information:

- a. Names and addresses of the sender and addressee.
- b. Names and quantities of the articles enclosed, descriptions of each (e.g., price, tax, style, stock number, size, and quality, and, if defective, nature of defects).
- c. Order or file number, date of order, date and manner of shipment, shipping weight, postage paid, and initials or name of packer or checker. [E710.1.5]



163.4.4

#### **4.4 Incidental First-Class Attachments and Enclosures**

Incidental First-Class matter may be enclosed in or attached to any BPM piece without payment of First-Class postage. An incidental First-Class attachment or enclosure must be matter that, if mailed separately, would require First-Class postage, is closely associated with but secondary to the host piece, and is prepared so as not to interfere with postal processing. An incidental First-Class attachment or enclosure may be a bill for the product or publication, a statement of account for past products or publications, or a personal message or greeting included with a product, publication, or parcel. Postage at the BPM rate for the host piece is based on the combined weight of the host piece and the incidental First-Class attachment or enclosure. [E710.1.6]