466 Enter and Deposit

Overview

1.0 Presenting a Mailing
2.0 Destination Entry
3.0 Destination Bulk Mail Center (DBMC) Entry
4.0 Destination Sectional Center Facility (DSCF) Entry
5.0 Destination Delivery Unit (DDU) Entry

1.0 Presenting a Mailing

1.1 Verification and Entry

All presorted, carrier route, destination entry, and barcode discount mailings must be presented for verification and acceptance at the post office where the permit or license is held. All such mailings must be deposited at locations and times specified by the postmaster or designee at the office that verifies and accepts the mailing. Plant-verified drop shipment (PVDS) mailings must be presented for verification, acceptance, and entry under 705.15.0. Plant-loaded mailings must be presented as specified by the applicable standards and the plant load agreement. Metered mail may be deposited at other than the licensing post office only as permitted under 705.18.0.

1.2 Office of Mailing

Bound Printed Matter must be mailed at the post office from which the zone rate postage was computed, except under 1.3 and 1.4.

1.3 Redirected Mailings

A mailer who presents large mailings of Bound Printed Matter may be authorized or directed to deposit such mailings at another postal facility when processing or logistics make such an alternative desirable for the USPS, subject to these conditions:

a. Zoned postage need not be recomputed if both the original post office of mailing and the alternative facility use the same zone chart for computing zoned postage, based on the 3-digit prefix of their ZIP Codes.

b. Postage *must* be recomputed on pieces in mailings redirected to a postal facility that uses a different zone chart for computing zoned postage.

1.4 BMC Acceptance

A mailer may present zoned Bound Printed Matter at a BMC for acceptance if:

a. Metered postage is paid through a postage meter licensed at the BMC parent post office, or permit imprint postage is paid through an advance deposit account at the BMC parent post office or another post office in the BMC service area, unless otherwise permitted by standard.

b. Zoned postage is computed from the BMC parent post office.

c. The BMC is authorized by Form 4410 to act as acceptance agent for the entry post office.

1.5 Drop Shipment Information

Essential information for entering drop shipment Package Services mailings at specific postal facilities can be found in the Drop Shipment Product maintained by the National Customer Support Center (NCSC) (see 608.8.1).

2.0 Destination Entry

2.1 General

Destination entry rates apply to Presorted and Carrier Route Bound Printed Matter (BPM) that is deposited at a destination bulk mail center (DBMC), destination sectional center facility (DSCF), or destination delivery unit (DDU) as specified below. Eligibility for a destination entry rate is determined by the sort level, processing category of the mail, and the type of container the mail is in (sack or pallet). Each piece can claim only one destination entry rate; an individual pallet may contain pieces claimed at different destination entry rates.

2.2 Minimum Volume

[1-4-07] A destination entry rate BPM mailing is subject to these minimum volume requirements:

a. Each mailing must contain at least 300 Presorted addressed pieces or 300 Carrier Route addressed pieces.

b. Except as provided in 2.2e, each group of pieces prepared for deposit at different destination entry post offices must be presented as a separate mailing meeting separate minimum volume requirements and be accompanied by the appropriate Form 3605 postage statement.

c. Separate Presorted and Carrier Route mailings may be copalletized under 705.8.0.

d. Pieces deposited at the same destination entry post office but claimed at different destination entry rates may be included in a single mailing and reported on the same postage statement (subject to one minimum volume requirement) if the destination entry post office is the proper facility for claiming each of the destination entry discounts.

e. When Presorted or Carrier Route mailings are presented together under the plant-verified drop shipment (PVDS) procedures in 705.15.0, a mailer may use the total piece count from a single presort file (i.e., mailing job) for all line items to all destinations reported on a single Form 3605 and accompanied by a postage statement register to meet the separate 300-piece minimum volume requirement for each mailing. Under this alternative, a mailer may enter fewer than 300 pieces for a Presorted or Carrier Route mailing entered at a single destination entry post office if there is a total of at least 300 Presorted rate pieces and/or 300 Carrier Route pieces for all entry points combined for the single presort file listed on Form 3605 and the postage statement register.

f. When Bound Printed Matter presorted mailings are presented together under the Electronic Verification System (eVS), a mailer may use the total piece count for all line items to all destinations reported within the 24-hour mailing period

defined in 705.2.9. Under this alternative, a mailer may enter fewer than 300 pieces for a presorted mailing at a single destination entry facility if there is at least 300 presorted rate pieces for all entry points within the 24-hour mailing period.

2.3 Postage Payment

[1-4-07] Postage payment for Bound Printed Matter destination rate mailings is subject to the same standards that apply generally to Bound Printed Matter and to the following:

a. Mailers must pay postage and correct mailing fees at each Post Office where they are authorized to present mailings for verification unless using the Electronic Verification System (eVS) under 705.2.9. Except for plant-verified drop shipments (see 705.15.0), eVS shipments (see 705.2.9), or metered mail drop shipments (see 705.18.0), mailers must have a meter license or permit imprint authorization at the parent Post Office for mailings deposited for entry at a DBMC or ASF, at a DSCF, or at a DDU. Correct mailing fees must be paid for the current 12-month period at the Postal Service facility where postage is paid for the mailing.

b. Mailers who mail parcels paid with a permit imprint and claimed at Bound Printed Matter destination entry rates may use eVS under 705.2.9. Mailers using eVS must pay postage and fees at the Post Office where they hold the permit used for all eVS mailings.

2.4 Mailing Fee

[1-4-07] A destination entry mailing fee (463.1.4) must be paid once each 12-month period at each postal facility where the mailing(s) are verified. For mail manifested using eVS under 705.2.9, only one annual destination entry mailing fee, paid at the Post Office where the eVS permit imprint account is held, is required regardless of the number of Postal Service facilities where mailings are verified. The fee may be paid in advance only for the next 12-month period and only during the last 60 days of the current service period. The fee charged is that in effect on the date of payment.

2.5 Documentation

Each mailing must be accompanied by the appropriate Form 3605 and, if applicable, Form 8125. No additional documentation is required for destination entry rates.

2.6 Plant Loads

Plant load mailings, including expedited plant load shipments, are not eligible for destination entry discounts.

2.7 Mailings of Unsacked Bundles

Mailers may present unsacked, nonpalletized bundles of BPM irregular parcels that are properly prepared for and entered at DDU rates and unloaded according to standards in 2.9.9. Pieces in these bundles are not eligible for barcode discounts.

2.8 Verification

2.8.1 Place

[1-4-07] As directed by the postmaster, the mailer must present destination entry mailings to USPS employees for verification:

a. At the origin mailer's plant or the origin Post Office serving the mailer's plant under an authorized plant-verified drop shipment system under 705.15.0 or, when required by class of mail, rate category, or other reasons determined by the Postal Service, Electronic Verification System (eVS) under 705.2.9.

b. At the destination Post Office or business mail entry unit.

c. At the destination entry Postal Service facility for eVS mailings under 705.2.9.

2.8.2 Mail Separation and Presentation

[1-4-07] Mailers must have Bound Printed Matter destination entry rate mailings verified under a PVDS system (see 705.15.0) or use eVS (see 705.2.9), or they must present mailings for verification and acceptance at a BMEU located at a designated destination Postal Service facility. Mailers may deposit only PVDS and eVS mailings at a destination delivery unit not co-located with a Post Office or other Postal Service facility with a business mail entry unit. If authorized under 705.7.0, mailers may commingle Bound Printed Matter parcels with other approved parcel mail using eVS. Mailers presenting destination entry mailings to the Postal Service must meet the following requirements:

a. Mark each destination entry rate piece according to 402.2.2. If eVS is used, include the marking “eVS” on each piece as required by 604.5.0.

b. Separate DBMC rate mailings by zone for permit imprint mailings of identical-weight pieces that are not mailed using a special postage payment system under 705.2.0 through 705.4.0, or that are not mailed under 465.1.4.

c. Ensure that all PVDS mailings are accompanied by a completed Form 8125, 8125-C, or 8125-CD. eVS mailings do not require these forms.

d. Separate each mailing from other mailings for verification. For PVDS mailings and eVS mailings, separate mailings for deposit at different destination Postal Service facilities.

e. Separate mail from freight transported on the same vehicle.

f. If Periodicals mail is on the same vehicle, load the Periodicals mail toward the tail of the vehicle.

2.8.3 Form 8125

When mailings are verified and paid for at a postal facility different from the one at which they are accepted as mail and deposited into the mailstream, the mailer must ensure that they are accompanied by a Form 8125 completed by the mailer and the verifying post office.

2.8.4 At BMC

For a mailing to be verified at a BMC, the post office where the mailer’s account or license is held must be within the service area of that BMC. The post office must authorize the BMC to act as its agent by sending Form 4410 to the BMC.

2.8.5 PVDS Seal

The mailer may ask that a PVDS band seal secure the vehicle containing verified mailings before dispatch to the destination facility.

2.8.6 Mailer Transport

The mailer must transport the PVDS mailing from the place where it was verified to the destination postal facility.

2.8.7 Volume Standards

Except as permitted for a local mailer under 2.9.12, destination entry mailings are subject to these volume standards:

a. Regardless of total volume, the pieces for which a destination rate is claimed must represent more than 50% of the mail (by weight or pieces, whichever is greater) presented by the same mailer within any 24-hour period. For this standard, mailer is the party presenting the material to the USPS (or for whom a transportation company has presented the material to the USPS).

b. The same mailer may not in a 24-hour period present for verification and acceptance more than four destination rate mailings at the same destination postal facility (or at another acting as its agent). The mailer may ask for a waiver of this limit when scheduling the deposit of the mailings. There is no maximum for plant-verified drop shipments.

2.9 Deposit

2.9.1 Time and Location of Deposit

Each mailing claimed at a destination rate must be deposited at the time and location specified by the USPS. Mailings must be presented in vehicles that are compatible with dock, yard, and DDU operations, as applicable.

2.9.2 Freight

Drop shipments are freight until deposited and accepted as mail at the destination facility.

2.9.3 Appointments

Appointments must be made for destination entry rate mail as follows:

a. Except for a local mailer under 2.9.12 and mailings of perishable commodities, appointments for deposit of destination entry rate mail at BMCs, ASFs, and SCFs must be scheduled through the appropriate appointment control center at least one business day in advance. Same-day appointments may be granted by a control center only through a telephone request. All appointments for BMC loads must be scheduled by the appropriate BMC control center. Appointments for SCFs and ASFs must be scheduled through the appropriate district control center. Appointments may be made up to 30 calendar days before a desired appointment date. The mailer must adhere to the scheduled mail deposit time and location. The mailer must cancel any appointment by notifying the appropriate control center at least 24 hours in advance of a scheduled appointment.

b. Electronic appointments may be made through the Dropship Appointment System (DSAS) by a mailer or agent using a USPS-issued computer logon ID. Electronic appointments or cancellations must be made at least 12 hours before the desired time and date. All information required by the USPS appointment system regarding a mailing must be provided.

c. For deposit of DDU mailings, an appointment must be made by contacting the DDU at least 24 hours in advance. If the appointment must be canceled, the mailer must notify the DDU at least one business day in advance of a scheduled appointment. Recurring appointments are allowed if shipment frequency is once a week or more often.

d. When Periodicals are transported together with BPM as a mixed load (707.28.0, *Destination Entry Rate Eligibility*), an appointment must be obtained for deposit at a destination entry facility.

2.9.4 Advance Scheduling

Mailers must schedule appointments for deposit of destination entry rate mail under 2.9.3 and the conditions below. When making an appointment, or as soon as available, the mailer must provide the control center or DDU with the following information:

a. Mailer's name and address and, when applicable, the name and telephone number of the mailer's agent or local contact.

b. Description of what is being mailed, product name, number of mailings, volume of mail, how prepared and whether containerized (e.g., pallets). For DDU entries, the mailer also must provide the 5-digit ZIP Code(s) of the mail being deposited.

c. Where the mailing was verified.

d. Postage payment method.

e. Requested date and destination facility for mailing.

f. Vehicle identification number, size, and type.

2.9.5 Adherence to Schedule

The mailer must follow the scheduled deposit time or cancel the appointment by notifying the designated control center. Destination facilities may refuse acceptance or deposit of unscheduled mailings or shipments that arrive more than 2 hours after the scheduled appointment at ASFs, BMCs, or SCFs or more than 20 minutes at delivery units.

2.9.6 Redirection by USPS

A mailer may be directed to transport destination entry rate mailings to a facility other than the designated DDU, SCF, or BMC due to facility restrictions, building expansions, peak season mail volumes, or emergency constraints.

2.9.7 Redirection at Mailer's Request

For service reasons, a mailer may ask to transport destination SCF rate mail to a facility other than the designated SCF. This exception may be approved only by the district control center serving the destination facility. To qualify for the SCF rate in this situation, mail deposited at a facility other than the SCF must destinate for processing within that facility and must not require backhauling to the SCF.

2.9.8 Recurring Appointments

Recurring appointments refer to a drop shipment that is delivered to a destination office with a frequency of at least once a week on the same time and day(s). Mailings must be of a comparable product in terms of mail class, size, volume, and containerization (pallets, pallet boxes, etc.). A request to establish recurring appointments must be written on company letterhead to the postal facility manager/postmaster. The drop shipment appointment control office/postmaster will respond to all requests within 10 days. Recurring appointments may be made for a period not to exceed 6 months. Thereafter, a new application must be submitted to ensure that up-to-date mailer information is on file. Written request for an additional 6 months may be made within 60 days prior to the expiration of a current arrangement. Failure to adhere to scheduled appointments or other abuse of the procedures will result in revocation of recurring appointment privileges. Requests for recurring appointments must include the following:

a. Name, address, and telephone number of the mailer.

b. Transportation agent's name (contact person) and telephone number(s).

c. Mail volume and preparation (trays/sacks/parcels).

d. Containerization.

e. Size and type of trailer(s) transporting mail.

f. Frequency/schedule.

2.9.9 Vehicle Unloading

Unloading of destination entry mailings is subject to these conditions:

a. Properly prepared containerized loads (e.g., pallets) are unloaded by the USPS at BMCs, ASFs, and SCFs. The USPS does not unload or permit the mailer (or mailer's agent) to unload palletized loads that are unstable or severely leaning or that have otherwise not maintained their integrity in transit.

b. At BMCs and ASFs, the driver must unload bedloaded shipments within 8 hours of arrival. Combination containerized and bedloaded mailings are classified as bedloaded shipments for unload times. The USPS may assist in unloading.

c. At destination delivery units (DDUs), drivers must unload all mail within 1 hour of arrival. Unloading procedures are as follows:

   1. If pallets or pallet boxes are stacked, drivers must unload, unstrap, and unstack them.

   2. At DDUs that cannot handle pallets, drivers must unload any mail from pallets and place it into containers as delivery unit employees specify.

d. When driver unloading is required, the driver or assistant must stay with and continue to unload the vehicle once at the dock.

e. The driver must remove the vehicle from USPS property after unloading. The driver and assistant are not permitted in USPS facilities except for the dock and designated driver rest area.

2.9.10 Demurrage
The USPS is not responsible for demurrage or detention charges incurred by a mailer who presents destination entry rate mailings.

2.9.11 Appeals
Mailers who believe they are denied equitable treatment may appeal to the manager, Customer Service (district), responsible for the destination postal facility.

2.9.12 Exception for Local Mailer
The restrictions in 2.8.7, *Volume Standards*, and 2.9.3, *Appointments*, do not apply when a mailer deposits mailings for verification and acceptance at the local post office serving the facility where the mail was prepared, if the mailings are not verified under a plant load authorization or plant-verified drop shipment postage payment authorization. Under this exception, the mailer may claim the destination entry rates for mailings or portions of mailings deposited at the local post office that meet the standards in 3.0, *Destination Bulk Mail Center (DBMC) Entry*, 4.0, *Destination Sectional Center Facility (DSCF) Entry*, or 5.0, *Destination Delivery Unit (DDU) Entry*.

3.0 Destination Bulk Mail Center (DBMC) Entry

3.1 Eligibility
[7-6-06] Pieces in a mailing meeting the standards in 2.0, *Destination Entry*, and 3.0 are eligible for the DBMC rate when they meet all of the following conditions:

a. Are eligible for and prepared to qualify for Presorted or Carrier Route rates, subject to the corresponding standards for those rates.

b. Are deposited at a BMC or ASF.

c. Are addressed for delivery to one of the 3-digit ZIP Codes served by the BMC or ASF where deposited that are listed in Exhibit 3.4.

d. Are placed in a sack or pallet that is labeled to the BMC or ASF where deposited, or labeled to a postal facility within that BMC's or ASF's service area (see Exhibit 3.4).

e. Are entered at designated SCFs under 3.2.

3.2 Acceptance at Designated SCF—Mailer Benefit
[7-6-06] Mailers may deposit machinable parcels otherwise eligible for the DBMC rates at an SCF designated by the USPS for destination ZIP Codes listed in labeling list L607. The following standards apply:

a. The parcels are prepared as, or part of, a mailing of at least 300 presorted pieces.

b. Eligible machinable parcels are restricted to the ZIP Codes listed in L607.

c. Parcel Select machinable parcels under 456.2.6 may be included.

d. Mailers must prepare parcels on 3-digit pallets or in 3-digit pallet boxes, or unload and physically separate the parcels into containers specified by the destination facility. Parcels are eligible for the applicable DBMC entry rate.

e. All DBMC rate parcels must be for delivery within the service area of the SCF where they are deposited by the mailer.

f. Postage on all parcels deposited at the SCF is computed using the zone chart for that postal facility.

g. Parcels must contain the correct marking in 402.2.2, *Parcel Post, Bound Printed Matter, Media Mail, and Library Mail Markings*.

3.3 Presorted Machinable Parcels

Presorted machinable parcels in sacks or on pallets at all sort levels may claim DBMC rates. Machinable parcels sacked under 465.5.0, *Preparation for Presorted Parcels*, or palletized under 705.8.0 may be sorted to destination BMCs under L601 or to destination BMCs and ASFs under L601 and L602. Except as provided in Exhibit 3.4, sortation of machinable parcels to ASFs is optional but is required for the ASF mail to be eligible for DBMC rates. Mailers may opt to sort some or all machinable parcels for ASF service area ZIP Codes to ASFs only when the mail will be deposited at the respective ASFs where the DBMC rates are claimed, under applicable volume standards, using L602. Mailers also may opt to sort machinable parcels only to destination BMCs under L601. When machinable parcels are sorted under L601, only mail for 3-digit ZIP Codes served by a BMC as listed in Exhibit 3.4 is eligible for DBMC rates (i.e., mail for 3-digit ZIP Codes served by an ASF in Exhibit 3.4 is *not* eligible for DBMC rates, nor are 3-digit ZIP Codes that do not appear on Exhibit 3.4). Machinable parcels prepared in mixed BMC sacks or on mixed BMC pallets that are sorted to the origin BMC under 465.5.0, *Preparation for Presorted Parcels*, or 705.8.0, *Preparation for Pallets*, are eligible for the DBMC rates if both of the following conditions are met:

a. The mixed BMC sack or pallet is entered at the origin BMC facility to which it is labeled.

b. The pieces are for 3-digit ZIP Codes listed as eligible destination ZIP Codes for that BMC in Exhibit 3.4.

3.4 Presorted Irregular Parcels

Presorted irregular parcels in sacks or on pallets at all sort levels may claim DBMC rates. All pieces in an ADC sack or in a palletized ADC bundle are eligible for the DBMC discount if the ADC facility ZIP Code (as shown in Line 1 of the corresponding sack label or the ADC facility that is the destination of the palletized ADC bundle as would be shown on an ADC sack label for that facility using L004, Column B) is within the service area of the BMC at which the sack is deposited under Exhibit 3.4. Separate mixed ADC sacks must be prepared for pieces eligible for and claimed at the DBMC rate and for parcels not claimed at the DBMC rate. Use the “label to” ZIP Code for the ADC to assign ADC bundles to the respective mixed ADC sack. Use the address on the parcels to assign parcels to the respective mixed ADC bundle or sack, as appropriate. Mail must be entered at the appropriate facility under 3.1.

Exhibit 3.4 BMC/ASF—DBMC Rate Eligibility [1-18-07] 7-6-06]

ELIGIBLE DESTINATION ZIP CODES	ENTRY FACILITY
005, 068-079, 085-098, 100-119, 124-127	BMC New Jersey NJ 00102
010-067, 120-123, 128,129	BMC Springfield MA 05500
130-136, 140-149 [Except machinable parcels]	ASF Buffalo NY 140
130-136, 140-168, 260-266, 439-447 [Machinable parcels only or machinable parcels combined with bedloaded nonmachinable parcels]	BMC Pittsburgh PA 15195
150-168, 260-266, 439-447 [Except machinable parcels]	BMC Pittsburgh PA 15195
080-084, 137-139, 169-199	BMC Philadelphia PA 19205
200-212, 214-239, 244, 254, 267, 268	BMC Washington DC 20499
240-243, 245-249, 270-297, 376	BMC Greensboro NC 27075
298, 300-312, 317-319, 350-352, 354-368, 373, 374, 377-379, 398, 399	BMC Atlanta GA 31195
299, 313-316, 320-342, 344, 346, 347, 349.	BMC Jacksonville FL 32099
369-372, 375, 380-397, 700, 701, 703-705, 707, 708, 713, 714, 716, 717, 719-729	BMC Memphis TN 38999
250-253, 255-259, 400-418, 421, 422, 425-427, 430-433, 437, 438, 448-462, 469-474	BMC Cincinnati OH 45900
434-436, 465-468, 480-497	BMC Detroit MI 48399
500-516, 520-528, 612, 680, 681, 683-689	BMC Des Moines IA 50999
498, 499, 540-564, 566	BMC Minneapolis/St. Paul MN 55202
570-577	ASF Sioux Falls SD 570
565, 567, 580-588	ASF Fargo ND 580
590-599, 821	ASF Billings MT 590
463, 464, 530-532, 534, 535, 537-539, 600-611, 613	BMC Chicago IL 60808
420, 423, 424, 475-479, 614-620, 622-639	BMC St. Louis MO 63299
640, 641, 644-658, 660-679, 739	BMC Kansas City KS 64399
730, 731, 734-738, 740, 741, 743-746, 748, 749	ASF Oklahoma City OK 730
706, 710-712, 718, 733, 747, 750-799, 880, 885	BMC Dallas TX 75199
690-693, 800-816, 820, 822-831, 856, 857	BMC Denver CO 80088
832-834, 836, 837, 840-847, 898, 979	ASF Salt Lake City UT 840
850, 852, 853, 855, 859, 860, 863, 864	ASF Phoenix AZ 852
865, 870-875, 877-879, 881-884	ASF Albuquerque NM 870
889-891, 893, 900-908, 910-928, 930-935	BMC Los Angeles CA 90901
894, 895, 897, 936-966	BMC San Francisco CA 94850
835, 838, 970-978, 980-986, 988-994	BMC Seattle WA 98000

3.5 Carrier Route Machinable Parcels
Carrier Route machinable parcels in individual carrier route sacks may claim DBMC rates. Mail must be entered at the appropriate facility under 3.1, *Eligibility*.

3.6 Carrier Route Irregular Parcels
Carrier Route irregular parcels in sacks at all sort levels or on pallets at all sort levels may claim DBMC rates. Mail must be entered at the appropriate facility under 3.1, *Eligibility*.

4.0 Destination Sectional Center Facility (DSCF) Entry

4.1 Eligibility
[10-12-06] Pieces in a mailing meeting the standards in 2.0, *Destination Entry*, and 4.0, *Destination Sectional Center Facility (DSCF) Entry*, are eligible for the DSCF rate when they meet all of the following conditions:

a. Are eligible for and prepared to qualify for Presorted or Carrier Route rates, subject to the corresponding standards for those rates.

b. Are deposited at an SCF listed in L005 or L606.

4.2 Presorted Machinable Parcels
Presorted machinable parcels in sacks or on pallets at the 5-digit scheme and 5-digit sort levels may claim DSCF rates. Mail must be entered at the appropriate facility under 4.1, *Eligibility*.

4.3 Presorted Irregular Parcels
Presorted irregular parcels in sacks at the 5-digit scheme, 5-digit, 3-digit, and SCF sort levels, or on pallets at the 5-digit scheme, 5-digit, 3-digit, SCF, and ASF sort levels may claim DSCF rates. Mail must be entered at the appropriate facility under 4.1, *Eligibility*.

4.4 Carrier Route Machinable Parcels
Carrier Route machinable parcels in individual carrier route sacks may claim DSCF rates. Mail must be entered at the appropriate facility under 4.1, *Eligibility*.

4.5 Carrier Route Irregular Parcels
Carrier Route irregular parcels in sacks at all sort levels or on pallets at the 5-digit scheme, 5-digit, 3-digit, SCF, and ASF sort levels may claim DSCF rates. Mail must be entered at the appropriate facility under 4.1, *Eligibility*.

5.0 Destination Delivery Unit (DDU) Entry

5.1 Eligibility
[10-12-06] Pieces in a mailing meeting the standards in 2.0, *Destination Entry*, and 5.0, *Destination Delivery Unit (DDU) Entry*, are eligible for the DDU rate when they meet all of the following conditions:

a. Are eligible for and prepared to qualify for Presorted or Carrier Route rates, subject to the corresponding standards for those rates.

b. Are addressed for delivery within the ZIP Code(s) served by the destination delivery unit.

c. For parcels prepared using the optional 5-digit scheme sort, use Column B of L606 to determine the 5-digit scheme destination. For parcels prepared using the 5-digit sort, the Drop Shipment Product must be used to determine the 5-digit destination. To determine the location for entry of 5-digit sorted pieces or whether a 5-digit delivery facility can handle pallets (or pallet boxes), refer to the Drop Shipment Product maintained by the National Customer Support Center (NCSC) (see 608.8.1). When the Drop Shipment Product shows that mail for a single 5-digit ZIP Code area is delivered out of more than one postal facility, use the facility from which the majority of city carrier routes are delivered as the facility at which the DDU mail must be entered. The Drop Shipment Product identifies the 5-digit ZIP Codes that are exceptions to the “majority of city carriers rule” or other facilities where parcels are normally dropped. If a mailer transports mail to a DDU facility that cannot handle pallets, the driver must unload the pallets into containers as specified by the delivery unit.

5.2 Presorted Machinable Parcels

Presorted machinable parcels in 5-digit scheme and 5-digit sacks or on 5-digit scheme and 5-digit pallets may claim DDU rates. Mail must be entered at the appropriate facility under 5.1.

5.3 Presorted Irregular Parcels

Presorted irregular parcels in 5-digit scheme sacks and 5-digit sacks, on 5-digit scheme or 5-digit pallets, or prepared as unsacked 5-digit bundles may claim DDU rates. Mailers must enter mail at the appropriate facility under 5.1.

5.4 Carrier Route Machinable Parcels

Carrier Route machinable parcels sorted to carrier route sacks may claim DDU rates. Mail must be entered at the appropriate facility under 5.1.

5.5 Carrier Route Irregular Parcels

Carrier Route irregular parcels in sacks, on 5-digit scheme and 5-digit pallets, or prepared as unsacked carrier route bundles may claim DDU rates. Mailers must enter mail at the appropriate facility under 5.1.