

## Summary of Changes

### Overview

The Summary of Changes lists all of the revisions to *Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM)* since the last printing on January 8, 2006.

### 1.0 Summary of Changes by Effective Date

#### 1.1 March 15, 2007

##### Label Carriers Used With Periodicals Mail

We revised [707.3.3.10](#) to permit incidental, but limited, graphics in the return address area of a label carrier used to carry the delivery address for a mailpiece. We also expanded the standards for text on the front of a label carrier to allow it to reference material on the reverse of the label carrier or within the contents of the host Periodicals publication. We published this revision in the March 15, 2007, *Postal Bulletin*.

##### Special Cancellations

We revised [608.4.2](#) to reflect changes in the use of ink jet technology rather than die hubs to apply special cancellations. We published this revision in the March 15, 2007, *Postal Bulletin*.

##### Decisions on First-Class Mail and Standard Mail Appeals

We revised [604.10.1.2](#) to change the authority for final agency decisions on appeals of local post office decisions that material must be entered as First-Class Mail, rather than as Standard Mail. The revised standards do not change mailer procedures. We published this revision in the March 15, 2007, *Postal Bulletin*.

#### 1.2 March 1, 2007

##### Intelligent Mail Barcodes

We revised to [202.5.0](#), [233.5.1](#), [243.6.0](#), [243.7.1](#), [707.14.1.1](#), and [708.4.3.1](#) to allow mailers to use Intelligent Mail barcodes (previously called "4-State Customer Barcodes") on automation-rate First-Class Mail, Periodicals, and Standard Mail letters for rate eligibility, in lieu of POSTNET delivery point barcodes. We published this revision in the February 1, 2007, *Postal Bulletin*.

#### 1.3 February 4, 2007

##### Polywrap Standards for Automation-Rate Flat-Size Mail

We revised [301.3.5](#) to change the standards for polywrap film used on automation-rate flat-size mailpieces and eliminate the difference in specifications for polywrap designed for processing on the automated flat sorting machine (AFSM) 100 and for the upgraded flat sorting machine (UFSM) 1000. Customers must meet only one set of standards, instead of the previous two. We published this revision in the January 18, 2007, *Postal Bulletin*.

#### 1.4 February 1, 2007

##### Express Mail Open and Distribute and Priority Mail Open and Distribute

We revised [705.16.0](#) to add two new mailing options, Express Mail Open and Distribute and Priority Mail Open and Distribute, which replace Express Mail and

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Priority Mail drop shipment. These new options provide alternatives to mailer-transported drop shipments for mailers who want to expedite mailings to destination postal facilities. We published this revision in the January 18, 2007, *Postal Bulletin*.

## FIMs on Reusable Envelopes

We provided an option in [601.6.5](#) to place a facing identification mark (FIM) on the address side of envelopes that are designed as reusable mailpieces. This change allows more flexibility for mailers to print, distribute, and mail reusable envelopes. We published this revision in the February 1, 2007, *Postal Bulletin*.

## First-Class Mail Automation Flats

Mailers have a new option in [335.3.0](#) to prepare tray-based mailings of First-Class Mail automation flats in extended managed mail (EMM) letter trays. We published this revision in the February 1, 2007, *Postal Bulletin*.

## Labeling Lists

We revised labeling lists [L001](#), [L006](#), [L007](#), and [L606](#) to reflect changes in mail processing operations. We published this revision in the February 1, 2007, *Postal Bulletin*.

### **1.5 January 18, 2007**

#### ZIP Code Ranges for Drop Shipment Eligibility

We revised DBMC rate eligibility exhibits in [246](#), [346](#), [366](#), [446](#), and [466](#) to add ZIP Code ranges 552, 632, and 663. We published this revision in the January 18, 2007, *Postal Bulletin*.

### **1.6 January 4, 2007**

#### Electronic Verification System

Mailers may use the Electronic Verification System (eVS) for manifesting parcel mail. We made revisions throughout Module 400 and in [503](#), [604.5.0](#), [608.8.1](#), and [705](#) to reflect this option. Beginning August 1, 2007, we will require eVS for all permit imprint Parcel Select mailings and for permit imprint commingled parcel mailings. We published this revision in the January 4, 2007, *Postal Bulletin*.

#### Labeling Single-Piece Rate Pieces Presented With Presort Mailings

We revised [235.5.1.2](#) to provide labeling instructions for single-piece-rated First-Class Mail letters presented as part of a presorted mailing. We published this revision in the January 4, 2007, *Postal Bulletin*.

### **1.7 January 1, 2007**

#### Low-Cost Items

We adjusted the maximum value of a low-cost item mailable at Nonprofit Standard Mail rates from \$8.60 to \$8.90 in [703.1.6.11](#). We published this revision in the February 1, 2007, *Postal Bulletin*.

### **1.8 December 7, 2006**

#### Labeling Trays and Sacks of First-Class Mail

We revised [235.5.0](#), [235.6.8](#), [335.5.5](#), [335.6.0](#), [435.5.4](#), [708.7.2.5](#), and Labeling List [L201](#) to change the labeling for mixed AADC and mixed ADC containers of

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First-Class Mail letters, flats, and parcels. This change will result in containers of mixed ADC and mixed AADC mail labeled directly to the actual processing sites. We published this revision in the December 7, 2006, *Postal Bulletin*.

## Labeling Lists

We revised labeling lists [L001](#), [L006](#), [L007](#), [L201](#), and [L606](#) to reflect changes in mail processing operations. We published this revision in the December 7, 2006, *Postal Bulletin*.

### **1.9 November 9, 2006**

#### Sharps and Other Regulated Medical Waste Containers

We revised [601.10.17.6](#) to change the mailing standards for sharps and other regulated medical waste containers. Our new standards promote uniform container testing methods and ensure the integrity of mailpieces containing sharps and other medical waste. We published this revision in the October 26, 2006, *Postal Bulletin*.

#### Liquids Packaged in Glass Containers

We revised [601.2.3](#) to allow mailers of nonhazardous liquids in breakable containers to use packaging certified by the International Safe Transit Association. The revised standards provide mailers with more packaging choices while ensuring the safety of the mail. We published this revision in the November 9, 2006, *Postal Bulletin*.

#### Finished Corners for Letter-Size Mailpieces

We revised [101.1.1](#), [201.1.0](#), and [601.1.2](#) to authorize “finished” corners for letter-size, card-type mailpieces made of cardstock. Our revision includes a new exhibit. We published this revision in the November 9, 2006, *Postal Bulletin*.

### **1.10 November 1, 2006**

#### Division 6.2 Infectious Substances

We revised [601.10.17](#) to change the mailing standards and packaging requirements for Division 6.2 infectious substances. Our revised standards are based on Department of Transportation, World Health Organization, and International Civil Aviation Organization regulations, and we prohibit Category A infectious substances in the mail. We published this revision in the November 9, 2006, *Postal Bulletin*.

### **1.11 October 12, 2006**

#### Periodicals Mailed by the General Public

We revised [153.3.1](#), [163.3.1](#), [453.2.2](#), and [463.2.1](#) to clarify that the general public may mail copies of Periodicals publications at the applicable single-piece First-Class Mail, Priority Mail, or Package Services rate. We published this revision in the October 12, 2006, *Postal Bulletin*.

#### DSCF Mail Entered at BMCs

We revised [455.4.0](#), [456.2.0](#), [466.4.1](#), and [466.5.1](#) to allow mailers to enter pallets for all ZIP Codes at the designated SCF in Labeling List [L005](#). We also removed exhibits that are now included in the Drop Shipment Product. We published this revision in the October 12, 2006, *Postal Bulletin*.

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## Change of Address Orders

We revised [507.2.1.4](#) to allow us to expand our methods of accepting change-of-address orders. We published this revision in the October 12, 2006, *Postal Bulletin*.

## USPS Drop Shipment Product

We made revisions throughout the DMM to remove references to a “charge” for the USPS Drop Shipment Product. Mailers can download the Drop Shipment Product at no charge from [fast.usps.com/fast](http://fast.usps.com/fast). We published this revision in the October 12, 2006, *Postal Bulletin*.

## Labeling Lists

We revised labeling lists [L001](#), [L002](#), [L003](#), [L007](#), [L011](#), [L201](#), and [L606](#) to reflect changes in mail processing operations. We published this revision in the October 12, 2006, *Postal Bulletin*.

### **1.12 September 28, 2006**

#### Placement of Postage

We revised [604.4.3.3](#) to clarify the boundaries and placement of indicia, explain exceptions in clear zones, and define ad plates and the language that must be included when using them. We published this revision in the September 28, 2006, *Postal Bulletin*.

### **1.13 September 13, 2006**

#### Nominal Rate for Periodicals Mail

We revised [707.6.1.2](#) to change the definition of “nominal rate” for Periodicals eligibility. The change will allow a reduction of up to 70 percent of the basic annual subscription rate for a copy to be counted as part of the publication’s paid circulation. We published this revision in the September 14, 2006, *Postal Bulletin*.

### **1.14 September 1, 2006**

#### 4-State Customer Barcode

Mailers who participate in OneCode ACS Address Change Service may use the new 4-State Customer Barcode on First-Class Mail automation rate letters. Mailers may also use the 4-State Customer Barcode on automation-compatible First-Class Mail, Periodicals, or Standard Mail letters that are part of a Confirm service mailing. The new 4-State Customer Barcode offers enhanced tracking capability and greater visibility in the mailstream. We added this option to [202.3.4](#), [202.5.0](#), [233.5.1](#), [243.6.0](#), [243.7.1](#), [503.13.0](#), [507.3.0](#), [707.14.1.1](#), [708.4.0](#), and [708.7.0](#). We published this revision in the August 17, 2006, *Postal Bulletin*.

#### Post Office Box and Caller Service Appeals

We are transferring responsibility for post office box termination, caller service termination, and denial of service appeals from the Judicial Officer to the Consumer Advocate. We revised [508.4.9.3](#) and [508.5.7.3](#) to reflect this change. We published this revision in the September 14, 2006, *Postal Bulletin*.

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## 1.15 **August 19, 2006**

### Delivery Confirmation Service

We revised [503.9.2.4](#) to offer Delivery Confirmation service to most APO/FPO destinations and to some Pacific islands. We are able to provide this additional level of Delivery Confirmation service because of enhancements to scanning equipment and transmission capabilities. We published this revision in the August 17, 2006, *Postal Bulletin*.

## 1.16 **August 17, 2006**

### Mailgrams

The Postal Service and Western Union agreed to end Mailgram service. We deleted section 507.1.4.7 and revised sections [507.4.1.2](#), [604.5.3](#), and [Exhibit 703.6.1.1](#) to reflect this change. We published this revision in the September 14, 2006, *Postal Bulletin*.

## 1.17 **August 3, 2006**

### Permit Reply Mail

We added a new Permit Reply Mail (PRM) option in [507.9.0](#). PRM allows mailers to prepay reply postage using a permit imprint account at the time of mailing, and makes it easy for mailers with permit imprint accounts to pay in advance for reply mail pieces. We published this revision in the August 3, 2006, *Postal Bulletin*.

### FIM C

We expanded the use of facing identification mark (FIM) C in [708.9.0](#) to include permit reply mail (PRM). We published this revision in the August 17, 2006, *Postal Bulletin*.

### Temporary Mail Forwarding

We revised [507.2.1.3](#) to change the mail forwarding standards for temporary change-of-address orders. Customers may now file a temporary change-of-address order for a minimum of two weeks and a maximum of six months, and may file a second temporary change-of-address order for a total of 12 months of service. We published this revision in the August 3, 2006, *Postal Bulletin*.

### Mixed ADC Tray and Sack Labeling Changes

We revised [245.5.0](#), [465.5.0](#), [707.22.0](#), and [708.7.0](#) to change the labeling standards for mixed ADC trays of Standard Mail nonmachinable letters and Periodicals presorted letters, and mixed ADC sacks of Bound Printed Matter irregular parcels. The new standards will result in more efficient mail processing because we will handle outgoing working mail at consolidated facilities. We published this revision in the June 22, 2006, *Postal Bulletin*.

### Labeling Lists

We revised labeling lists [L001](#), [L002](#), [L004](#), [L005](#), [L007](#), [L011](#), [L201](#), [L606](#), and [L801](#) to reflect changes in mail processing operations. We published this revision in the August 3, 2006, *Postal Bulletin*.

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## 1.18 July 6, 2006

### New Preparation Option for Parcel Select and Bound Printed Matter

Mailers have a new option to drop ship Parcel Select and Bound Printed Matter machinable parcels to certain 5-digit ZIP Codes prepared on 3-digit pallets or in 3-digit pallet boxes when entered at designated sectional center facilities. This option provides additional workshare opportunities and improves total time-in-transit. We revised [456.2.0](#) and [466.3.0](#) and added new labeling list [L607](#) to reflect this change. We published this revision in the March 16, 2006, *Postal Bulletin*.

### Periodicals Mixed ADC Preparation

We revised the standards for Periodicals mail prepared in mixed area distribution center (ADC) bundles and sacks. The optional mixed ADC separation is now mandatory. The new standards allow a portion of Periodicals mail to be processed with First-Class Mail, improving service without increasing our processing costs. Mailers continue to have the option to place Automated Flat Sorting Machine 100-compatible mailpieces in ADC and mixed ADC flats trays with lids. We revised the following sections: [705.9.2](#), [705.10.1.4](#), [705.11.2.2](#), [707.22.0](#), and [707.25.0](#). We published this revision in the June 8, 2006, *Postal Bulletin*.

### Bound Printed Matter Markings

We revised [402.2.0](#) and [708.7.0](#) to require a new marking on Bound Printed Matter (BPM) machinable parcels consisting of multiple pieces secured with transparent shrinkwrap. The new marking will enable our automated equipment to recognize that these parcels are intended for a single address. This requirement does not apply to BPM flats or irregular parcels. We published this revision in the March 30, 2006, *Postal Bulletin*.

### DBMC Mailings for ZIP Code 880

Mailers must prepare destination bulk mail center (DBMC) mailings for 3-digit ZIP Code 880 in containers for Dallas, Texas and enter that mail at the Dallas bulk mail center instead of the Albuquerque auxiliary service facility. We revised the following exhibits: [Exhibit 153.1.1](#), [Exhibit 246.3.1](#), [Exhibit 346.3.1](#), [Exhibit 366.3.1](#), [Exhibit 446.3.1](#), [Exhibit 453.3.1](#), [Exhibit 456.2.2.2](#), [Exhibit 466.3.4](#), and [Exhibit 705.6.1.6](#). We published this revision in the April 13, 2006, *Postal Bulletin*.

## 1.19 June 8, 2006

### Attachments to Periodicals

We revised [707.3.3.8](#) and [707.3.5.4](#) to allow mailers to attach material to the cover of a bound Periodicals publication not enclosed in a wrapper. We published this revision in the May 25, 2006, *Postal Bulletin*.

### Business Reply Mail

We revised [507.8.7.9](#) and [507.8.9](#) to allow mailers to print barcodes in the address block on all business reply mail letters. The new standards provide more flexibility for mailers to print barcodes on business reply mail. We published this revision in the June 8, 2006, *Postal Bulletin*.

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## Labeling Lists

We revised labeling lists [L001](#), [L007](#), [L201](#), and [L606](#) to reflect changes in mail processing operations. We published this revision in the June 8, 2006, *Postal Bulletin*.

## **1.20 May 11, 2006**

### Sack Labels

We revised standards throughout the DMM to clarify that mailers may use 2-inch labels with sacks that have 2-inch label holders. The use of 2-inch labels is important to ensure that labels do not fall out during transportation and processing. We also deleted 708.6.2.3 to eliminate the requirement to use “zebra codes” on barcoded labels. We published this revision in the May 11, 2006, *Postal Bulletin*.

### Sacks for Periodicals Mail

We revised Exhibit [707.20.1.1](#) to allow mailers to use either brown sacks or the new plastic sacks for Periodicals mail prepared as flats or parcels. Mailers may continue to use brown sacks until inventories are depleted. We published this revision in the May 11, 2006, *Postal Bulletin*.

### New Preparation for Periodicals Mail

We adopted new mailing standards for Periodicals mail prepared in sacks. The standards include two new types of sacks—a 3-digit carrier routes sack and a merged 3-digit sack—and a new minimum of 24 pieces for most other sacks. The new standards encourage more efficient mail preparation. We revised the following sections: [705.9.0](#) through [705.11.0](#), [707.13.0](#), [707.22.0](#), [707.23.0](#), [707.25.0](#), and [Exhibit 708.6.1.4](#). We published this revision in the January 19, 2006, *Postal Bulletin*.

### Periodicals, Standard Mail, and Package Services Mail on Pallets

We revised the preparation requirements in [705.8.5.2](#) for bundles of Periodicals, Standard Mail, and Package Services flat-size mail and irregular parcels on pallets. We also removed text about labeling pallets and optional bundle reallocation, because we cover these topics elsewhere in the DMM. We published this revision in the January 5, 2006, *Postal Bulletin*.

### Periodicals Mail on Pallets

We revised [705.8.0](#) and [708.1.0](#) to provide Periodicals mailers the option to reallocate bundles of flats and irregular parcels on pallets to protect an ADC pallet. These new standards will increase the volume of mail on pallets. We published this revision in the December 22, 2005, *Postal Bulletin*.

### Address Change Service

We revised the Address Change Service (ACS) standards in [507.3.2](#) to better identify where mailers may place the ACS participant code and mailer keyline on mailpieces and to better articulate the ACS standards overall. We published this revision in the April 27, 2006, *Postal Bulletin*.

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## 1.21 April 30, 2006

### Bundles

Mailers must use two bands to secure all bundles of presorted flat-size mail and irregular parcels when those bundles are not shrinkwrapped. We revised the following sections: [335.2.4](#) and [435.2.5](#) for First-Class Mail; [345.2.5](#), [345.2.6](#), [445.2.5](#), and [445.2.6](#) for Standard Mail; [365.2.5](#) and [465.2.5](#) for Bound Printed Matter; [375.2.5](#) and [475.2.5](#) for Media Mail; [385.2.5](#) and [485.2.5](#) for Library Mail; [707.19.4](#) and [707.19.8](#) for Periodicals; and [705.8.5.11](#) for advanced preparation. We published this revision in the March 2, 2006, *Postal Bulletin*.

## 1.22 April 13, 2006

### Combining Package Services Mail

We revised [705.7.0](#) to let mailers combine different subclasses of Package Services machinable parcels for destination BMC entry and, where applicable, at destination BMC rates. Previously mailers could commingle these pieces only when combined with Standard Mail machinable parcels. We also made related revisions in [705.6.0](#). We published this revision in the April 13, 2006, *Postal Bulletin*.

### Labeling Lists

We revised labeling lists [L001](#), [L002](#), [L004](#), [L005](#), [L007](#), [L008](#), [L011](#), [L201](#), [L602](#), [L605](#), [L606](#), and [L801](#) to reflect changes in mail processing operations. We published this revision in the April 13, 2006, *Postal Bulletin*.

## 1.23 April 2, 2006

### Parcel Return Service

We made Parcel Return Service a permanent mail classification in [507.12.0](#). Parcel Return Service allows authorized permit holders to pick up parcels returned by consumers at select postal facilities across the country. It replaces the former Parcel Return Services experiment and is open to all postal customers who meet the participation requirements. We removed the Parcel Return Services experiment standards in [709.5.0](#). We published this revision in the April 13, 2006, *Postal Bulletin*.

## 1.24 March 16, 2006

### Hold For Pickup

We eliminated the requirement in [455.4.6.2](#) for mailers to separate parcels endorsed "Hold For Pickup" from other Parcel Select parcels entered at destination delivery units. We published this revision in the March 16, 2006, *Postal Bulletin*.

### Multiple Entry Point Processing System

We removed the Multiple Entry Point Processing System (MEPPS) option in [705.15.4.1](#). We published this revision in the March 16, 2006, *Postal Bulletin*.

## 1.25 February 2, 2006

### Return of Prescription Drugs

We revised [601.11.11](#) to allow the return of prescription drugs by mail when the return is initiated by a drug manufacturer or the manufacturer's registered agent. We published this revision in the February 2, 2006, *Postal Bulletin*.

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## Labeling Lists

We revised labeling lists [L001](#), [L007](#), and [L606](#) to reflect changes in mail processing operations. We published this revision in the February 2, 2006, *Postal Bulletin*.

### **1.26 January 19, 2006**

## Labeling Lists

We revised labeling lists [L001](#), [L007](#), [L201](#), [L601](#), [L603](#), [L604](#), and [L606](#) to reflect changes in mail processing operations. We published this revision in the January 5, 2006, *Postal Bulletin*.

### **1.27 January 1, 2006**

## Low-Cost Items

We adjusted the maximum value of a low-cost item mailable at Nonprofit Standard Mail rates from \$8.30 to \$8.60. We revised [703.1.6.11](#) to reflect this change. We published this revision in the January 19, 2006, *Postal Bulletin*.

## 2.0 Summary of Changes by DMM Module

### **2.1 100—Retail Mail Letters, Cards, Flats, and Parcels**

[101.1.1](#) is revised to authorize “finished” corners for letter-size, card-type mailpieces made of cardstock. Effective 11-9-06.

[Exhibit 153.1.1](#) is revised to require mailers to prepare destination bulk mail center mailings for 3-digit ZIP Code 880 in containers for Dallas, Texas and enter that mail at the Dallas bulk mail center instead of the Albuquerque auxiliary service facility. Effective 7-6-06.

[153.3.1](#) and [163.3.1](#) are revised to clarify when Periodicals publications may be mailed at Package Services rates. Effective 10-12-06.

### **2.2 200—Discount Mail Letters and Cards**

[201.1.0](#) is revised to authorize “finished” corners for letter-size, card-type mailpieces made of cardstock. Effective 11-9-06.

[202.3.4](#), [202.5.1](#), [202.5.2](#), [202.5.4](#), [202.5.7](#), [233.5.1](#), [243.6.4.1](#), [243.6.5.1](#), [243.6.5.1](#), and [243.7.1](#) are revised to allow mailers to use the new 4-State Customer Barcode to encode routing and tracking information. Effective 9-1-06.

[235.5.1.2](#) is revised to provide labeling instructions for single-piece-rated First-Class Mail letters presented as part of a presorted mailing. Effective 1-4-07.

[202.5.2](#), [202.5.4](#), [233.5.1](#), [243.6.4.1](#), [243.6.5.1](#), and [243.7.1](#) are revised to allow mailers to use Intelligent Mail barcodes (previously called “4-State Customer Barcodes”) on automation-rate First-Class Mail, Periodicals, and Standard Mail letters for rate eligibility, in lieu of POSTNET delivery point barcodes. Effective 3-1-07.

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[235.5.3.2](#), [235.5.4.2](#), and [235.6.8](#) are revised to change the labeling for mixed AADC and mixed ADC containers of First-Class Mail letters, flats, and parcels. Effective 12-7-06.

[245.5.0](#) is revised to change the labeling standards for mixed ADC trays of Standard Mail nonmachinable letters. Effective 8-3-06.

[Exhibit 246.3.1](#) is revised to require mailers to prepare destination bulk mail center mailings for 3-digit ZIP Code 880 in containers for Dallas, Texas and enter that mail at the Dallas bulk mail center instead of the Albuquerque auxiliary service facility. Effective 7-6-06.

[Exhibit 246.3.1](#) is revised to correct the range of ZIP Codes used to determine eligibility for destination bulk mail center entry (DBMC) rates. Effective 1-18-07.

## **2.3 300—Discount Flats**

Standards are revised throughout [Module 300](#) to clarify that mailers may use 2-inch labels with sacks that have 2-inch label holders. Effective 5-11-06.

[301.3.5](#) is revised to reflect changes to the standards for polywrap film used on automation-rate flat-size mailpieces and eliminate the difference in specifications for polywrap designed for processing on the automated flat sorting machine (AFSM) 100 and polywrap designed for the upgraded flat sorting machine (UFSM) 1000. Effective 2-4-07.

[335.2.4](#), [345.2.5](#), [345.2.6](#), [365.2.5](#), [375.2.5](#), and [385.2.5](#) are revised to require two bands around all bundles of presorted flat-size mail and irregular parcels when those bundles are not shrinkwrapped. Effective 4-30-06.

[335.3.0](#) is revised to allow mailers to prepare tray-based mailings of First-Class Mail automation flats in extended managed mail (EMM) letter trays. Effective 2-1-07.

[335.5.5](#), [335.6.5.3](#), and [335.6.6](#) are revised to change the labeling for mixed AADC and mixed ADC containers of First-Class Mail letters, flats, and parcels. Effective 12-7-06.

[Exhibit 346.3.1](#) and [Exhibit 366.3.1](#) are revised to correct the range of ZIP Codes used to determine eligibility for destination bulk mail center entry (DBMC) rates. Effective 1-18-07.

[Exhibit 346.3.1](#) and [Exhibit 366.3.1](#) are revised to require mailers to prepare destination bulk mail center mailings for 3-digit ZIP Code 880 in containers for Dallas, Texas and enter that mail at the Dallas bulk mail center instead of the Albuquerque auxiliary service facility. Effective 7-6-06.

## **2.4 400—Discount Mail Parcels**

Standards are revised throughout [Module 400](#) to clarify that mailers may use 2-inch labels with sacks that have 2-inch label holders. Effective 5-11-06.

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402.2.0, 434.1.0, 434.3.0, 435.4.0, 443.3.4, 444.1.0, 444.3.0, 445.4.0, 446.2.0, 454, 455.3.0, 456.2.0, 464, 465, 466.2.0, 473.1.4, 474, 475, 476.1.1, 483.1.4, 484, 485, and 486.1.1 are revised to add the Electronic Verification System (eVS) for manifesting parcel mail. Effective 1-4-07.

402.2.0 is revised to require a new marking on Bound Printed Matter machinable parcels consisting of multiple pieces secured with transparent shrinkwrap. Effective 7-6-06.

435.2.5, 445.2.5, 445.2.6, 465.2.5, 475.2.5, and 485.2.5 are revised to require two bands around all bundles of presorted flat-size mail and irregular parcels when those bundles are not shrinkwrapped. Effective 4-30-06.

435.5.4 is revised to change the labeling for mixed AADC and mixed ADC containers of First-Class Mail letters, flats, and parcels. Effective 12-7-06.

Exhibit 446.3.1, Exhibit 453.3.1, Exhibit 456.2.2.2, and Exhibit 466.3.4 are revised to require mailers to prepare destination bulk mail center mailings for 3-digit ZIP Code 880 in containers for Dallas, Texas and enter that mail at the Dallas bulk mail center instead of the Albuquerque auxiliary service facility. Effective 7-6-06.

Exhibit 446.3.1 and Exhibit 466.3.4 are revised to correct the range of ZIP Codes used to determine eligibility for destination bulk mail center entry (DBMC) rates. Effective 1-18-07.

453.2.2 and 463.2.1 are revised to clarify when Periodicals publications may be mailed at Package Services rates. Effective 10-12-06.

455.4.6.2 is revised to delete the requirement for mailers to separate parcels endorsed "Hold For Pickup" from other Parcel Select parcels entered at destination delivery units. Effective 3-16-06.

455.2.0 and 466.3.0 are revised to add a new option to drop ship Parcel Select and Bound Printed Matter machinable parcels to certain 5-digit ZIP Codes prepared on 3-digit pallets or in 3-digit pallet boxes when entered at designated sectional center facilities. Effective 7-6-06.

455.4.0, 456.2.0, 466.4.1, and 466.5.1 are revised to allow mailers to enter pallets for all ZIP Codes at the designated SCF in Labeling List L005. We also removed exhibits that are now included in the Drop Shipment Product. Effective 10-12-06.

465.5.0 is revised to change the labeling standards for mixed ADC sacks of Bound Printed Matter irregular parcels. Effective 8-3-06.

## 2.5 500—Additional Services

503 is revised to add the Electronic Verification System (eVS) for manifesting parcel mail. Effective 1-4-07.

503.9.2.4 is revised to offer Delivery Confirmation service to most APO/FPO destinations and to some Pacific islands. Effective 8-19-06.

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503.13.2.3, 503.13.3.1, 503.13.3.2, and 507.3.2.3 through 507.3.2.6 are revised to allow mailers to use the new 4-State Customer Barcode to encode routing and tracking information. Effective 9-1-06.

507.1.4.7 is deleted and 507.4.1.2 is revised to reflect the Postal Service and Western Union agreement to end Mailgram service. Effective 8-17-06.

507.2.1.3 is revised to change the mail forwarding standards for temporary change-of-address orders. Customers may now file a temporary change-of-address order for a minimum of two weeks and a maximum of six months, and may file a second temporary change-of-address order for a total of 12 months of service. Effective 8-3-06.

507.2.1.4 is revised to expand our methods of accepting change-of-address orders. Effective 10-12-06.

507.3.2 is revised to better identify where mailers may place the Address Change Service (ACS) participant code and mailer keyline on mailpieces and to better articulate the ACS standards overall. Effective 5-11-06.

507.8.7.9 and 507.8.9 are revised to allow mailers to print barcodes in the address block on all business reply mail letters. Effective 6-8-06.

507.9.0 is revised to add a new Permit Reply Mail (PRM) option. PRM allows mailers to prepay reply postage using a permit imprint account at the time of mailing, and makes it easy for mailers with permit imprint accounts to pay in advance for reply mail pieces. Effective 8-3-06.

507.12.0 is added to make Parcel Return Service a permanent mail classification. Parcel Return Service replaces the former Parcel Return Services experiment and is open to all postal customers who meet the participation requirements. Effective 4-2-06.

508.4.9.3 and 508.5.7.3 are revised to transfer responsibility for post office box termination, caller service termination, and denial of service appeals from the Judicial Officer to the Consumer Advocate. Effective 9-1-06.

## **2.6 600—Basic Standards for All Mailing Services**

601.1.2 is revised to authorize “finished” corners for letter-size, card-type mailpieces made of cardstock. Effective 11-9-06.

601.2.3 is revised to allow mailers of nonhazardous liquids in breakable containers to use packaging certified by the International Safe Transit Association. Effective 11-9-06.

601.6.5 is revised to delete the requirement to place a facing identification mark (FIM) on the reverse side of envelopes that are designed as reusable mailpieces and provide an option to print a FIM on the address side. Effective 2-1-07.

# Summary of Changes

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[601.10.17](#) is revised to change the mailing standards and packaging requirements for Division 6.2 infectious substances and to prohibit Category A infectious substances in the mail. Effective 11-1-06.

[601.10.17.6](#) is revised to change the mailing standards for sharps and other regulated medical waste containers. Effective 11-9-06.

[601.11.11](#) is revised to allow the return of prescription drugs by mail when the return is initiated by a drug manufacturer or the manufacturer's registered agent. Effective 2-2-06.

[604.4.3.3](#) is revised to clarify the boundaries and placement of indicia, explain exceptions in clear zones, and define ad plates and the language that must be included when using them. Effective 9-28-06.

[604.5.0](#) and [608.8.1](#) are revised to add the Electronic Verification System (eVS) for manifesting parcel mail. Effective 1-4-07.

[604.5.3](#) is revised to reflect the Postal Service and Western Union agreement to end Mailgram service. Effective 8-17-06.

[604.10.1.2](#) is revised to change the authority for final agency decisions on appeals of local post office decisions that material must be entered as First-Class Mail, rather than as Standard Mail. Effective 3-15-07.

[608.4.2](#) is revised to reflect changes in the use of ink jet technology rather than die hubs to apply special cancellations. Effective 3-15-07.

## **2.7 700—Special Standards**

Standards are revised throughout [Module 700](#) to clarify that mailers may use 2-inch labels with sacks that have 2-inch label holders. [708.6.2.3](#) is deleted to eliminate the requirement to use “zebra codes” on barcoded labels. Effective 5-11-06.

[703.1.6.11](#) is revised to reflect that the maximum value of a low-cost item mailable at Nonprofit Standard Mail rates is \$8.90. Effective 1-1-07.

[703.1.6.11](#) is revised to reflect that the maximum value of a low-cost item mailable at Nonprofit Standard Mail rates is \$8.60. Effective 1-1-06.

[Exhibit 703.6.1.1](#) is revised to reflect the Postal Service and Western Union agreement to end Mailgram service. Effective 8-17-06.

[705.2.0](#), [705.6.0](#), [705.7.1.2](#), and [705.8.6](#) are revised to add the Electronic Verification System (eVS) for manifesting parcel mail. Effective 1-4-07.

[Exhibit 705.6.1.6](#) is revised to require mailers to prepare destination bulk mail center mailings for 3-digit ZIP Code 880 in containers for Dallas, Texas and enter that mail at the Dallas bulk mail center instead of the Albuquerque auxiliary service facility. Effective 7-6-06.

# Summary of Changes

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[705.7.0](#) is revised to let mailers combine different subclasses of Package Services machinable parcels for destination BMC entry and, where applicable, at destination BMC rates. Previously mailers could commingle these pieces only when combined with Standard Mail machinable parcels. [705.6.0](#) also is revised. Effective 4-13-06.

[705.8.0](#) and [708.1.0](#) are revised to provide Periodicals mailers the option to reallocate bundles of flats and irregular parcels on pallets to protect an ADC pallet. Effective 5-11-06.

[705.8.5.2](#) is revised to change the preparation requirements for bundles of Periodicals, Standard Mail, and Package Services flat-size mail and irregular parcels on pallets. Text is also removed because pallet labeling and optional bundle reallocation standards are covered elsewhere in the DMM. Effective 5-11-06.

[705.8.5.11](#), [707.19.4](#), and [707.19.8](#) are revised to require two bands around all bundles of presorted flat-size mail and irregular parcels when those bundles are not shrinkwrapped. Effective 4-30-06.

[705.9.0](#) through [705.11.0](#), [707.13.0](#), [707.22.0](#), [707.23.0](#), [707.25.0](#), and [Exhibit 708.6.1.4](#) are revised to add new mailing standards for Periodicals mail prepared in sacks. The standards include two new types of sacks—a 3-digit carrier routes sack and a merged 3-digit sack—and a new minimum of 24 pieces for most other sacks. Effective 5-11-06.

[705.9.2](#), [705.10.1.4](#), [705.11.2.2](#), [707.22.0](#), and [707.25.0](#) are revised to make the optional mixed area distribution center (ADC) separation mandatory for Periodicals mail prepared in mixed ADC bundles and sacks. Effective 7-6-06.

[705.15.4.1](#) is revised to remove the Multiple Entry Point Processing System (MEPPS) option. Effective 3-16-06.

[705.16.0](#) is revised to implement two new mailing options, Express Mail Open and Distribute and Priority Mail Open and Distribute, which replace Express Mail and Priority Mail drop shipment. Effective 2-1-07.

[707.3.3.8](#) and [707.3.5.4](#) are revised to allow mailers to attach material to the cover of a bound Periodicals publication not enclosed in a wrapper. Effective 6-8-06.

[707.3.3.10](#) is revised to permit incidental, but limited, graphics in the return address area of a label carrier used to carry the delivery address for a mailpiece and to expand the standards for text on the front of a label carrier. Effective 3-15-07.

[707.6.1.2](#) is revised to change to the definition of “nominal rate” for Periodicals eligibility. Effective 9-13-06.

[707.14.1.1](#), [708.4.1](#) through [708.4.3](#), [708.7.2.1](#), [708.7.2.3](#), and [708.7.2.4](#) are revised to allow mailers to use the new 4-State Customer Barcode to encode routing and tracking information. Effective 9-1-06.

# Summary of Changes

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707.14.1.1 and 708.4.3.1 are revised to allow mailers to use Intelligent Mail barcodes (previously called "4-State Customer Barcodes") on automation-rate First-Class Mail, Periodicals, and Standard Mail letters for rate eligibility, in lieu of POSTNET delivery point barcodes. Effective 3-1-07.

Exhibit 707.20.1.1 is revised to allow mailers to use either brown sacks or the new plastic sacks for Periodicals mail prepared as flats or parcels. Effective 5-11-06.

707.22.0 and 708.7.0 are revised to change the labeling standards for mixed ADC trays of Standard Mail nonmachinable letters and Periodicals presorted letters, and mixed ADC sacks of Bound Printed Matter irregular parcels. Effective 8-3-06.

708.7.0 is revised to require a new marking on Bound Printed Matter machinable parcels consisting of multiple pieces secured with transparent shrinkwrap. Effective 7-6-06.

708.7.2.5 is revised to change the labeling for mixed AADC and mixed ADC containers of First-Class Mail letters, flats, and parcels. Effective 12-7-06.

708.9.1 and 708.9.2 are revised to add permit reply mail to the types of mail that use facing identification mark (FIM) C. Effective 8-3-06.

709.5.0 is deleted to remove mailing standards for the Parcel Return Services experiment. Parcel Return Service is now a permanent mail classification in 507.12.0. Effective 4-2-06.

## **2.8 Appendix 1 – Labeling Lists**

Labeling lists are updated frequently to reflect changes in mail processing operations. Please see individual lists.

