Discount Flats
Bound Printed Matter

Physical Standards (301)

Maximum weight: 15 pounds.
For an overview of the physical standards for discount flats, see Quick Service Guide 301.

Rates and Fees (363.1)

	Presorted and Carrier Route Flat Rates (zone)						
	Local, 1 & 2	3	4	5	6	7	8
Per Piece							
Presorted	$1.136	$1.136	$1.136	$1.136	$1.136	$1.136	$1.136
Carrier Route	1.031	1.031	1.031	1.031	1.031	1.031	1.031
Per Pound	0.095	0.118	0.157	0.209	0.261	0.325	0.442

For destination entry rates, see 363.1.3.
Presorted, Carrier Route, and destination BMC (DBMC) rates: separate per piece and per pound charges based on weight and zone. DSCF and DDU rates are not zoned. Destination entry discounts apply to mail prepared as prescribed by USPS and addressed for delivery within service area of destination BMC/ASF, SCF, or delivery unit (DDU) (366). DDU rates not available for flat-size pieces weighing 1 pound or less unless sorted to carrier route.
Barcoded discount: $0.03 per piece. Available for automation-compatible flats with correct barcodes that meet standards in 363.5. Barcode discount is not available for flats mailed at carrier route rates.
No annual mailing fee; however, there is an annual destination entry mailing fee of $160.00.

Content (363.2)

Bound Printed Matter is typically catalogs, directories, books, and other printed material that weighs up to 15 pounds and meets specific eligibility standards in 363.2. Contents must:
- Consist of advertising, promotional, directory, or editorial material (or any combination of these).
- Be securely bound by permanent fastening.
- Consist of sheets of which at least 90% are imprinted by any process other than handwriting or typewriting with letters, characters, figures, or images (or any combination of these).
- Not have the nature of personal correspondence.
- Not be stationery (e.g., pads of blank printed forms).

Eligibility Standards (363.3)

Mailings of 300 or more pieces, sorted and marked as described below.
Each piece must include complete delivery address with correct ZIP Code or ZIP+4 code. Return address required for pieces with ancillary service endorsement or extra services.
For Presorted rates, a certified process must be used at least once a year to ensure accuracy of 5-digit ZIP Codes.
For Carrier Route rate, carrier route information must be updated using CASS-certified process within 90 days before mailing (363.4).
For barcode flat discount: see address standards in 363.5, barcode quality standards in 708.4, and CASS/MASS standards in 708.3. Addresses matched using a CASS/MASS-certified process within 180 days before mailing date. Pieces must meet the physical standards in 301.3.3 for AFSM 100 processing and be prepared under 365.7.

Postage Payment and Documentation (364)

Meter (604.4) or permit imprint (604.5).
Postage statement: Form 3605-R or approved facsimile.

Mail Preparation (365)

Rate markings:
- Presorted rate: “Bound Printed Matter” or “BPM” and either “Presorted” or “PRSRT.”
- Carrier Route rate: “Bound Printed Matter” or “BPM” and “Carrier Route Presort” or “CAR-RT SORT.” Mark each piece in the postage area. For optional marking locations, see 302.2.2.

Pieces must be separated by zones when presented unless either the correct postage is affixed to each piece or authorized under 705.

Enter and Deposit (366)

Presorted or Carrier Route and all meter or permit imprint mail, generally at post office where permit or license is held. For destination entry rates, see 366.2-366.5.

For the specific DMM standards applicable to this category of mail, consult the DMM sections referenced above and the general sections within each DMM module.

Bundling and Sacking Sequence Presorted Flats (365.5)

5-Digit

Bundles: Required at 10 pieces or 10 pounds, smaller volumes not permitted. Maximum weight 20 pounds.[1]

Labels: Red Label 5 or optional endorsement line (OEL) (708.7).

3-Digit

Bundles: Required at 10 pieces or 10 pounds, smaller volumes not permitted. Maximum weight 20 pounds.

Labels: Green Label 3 or OEL.

ADC

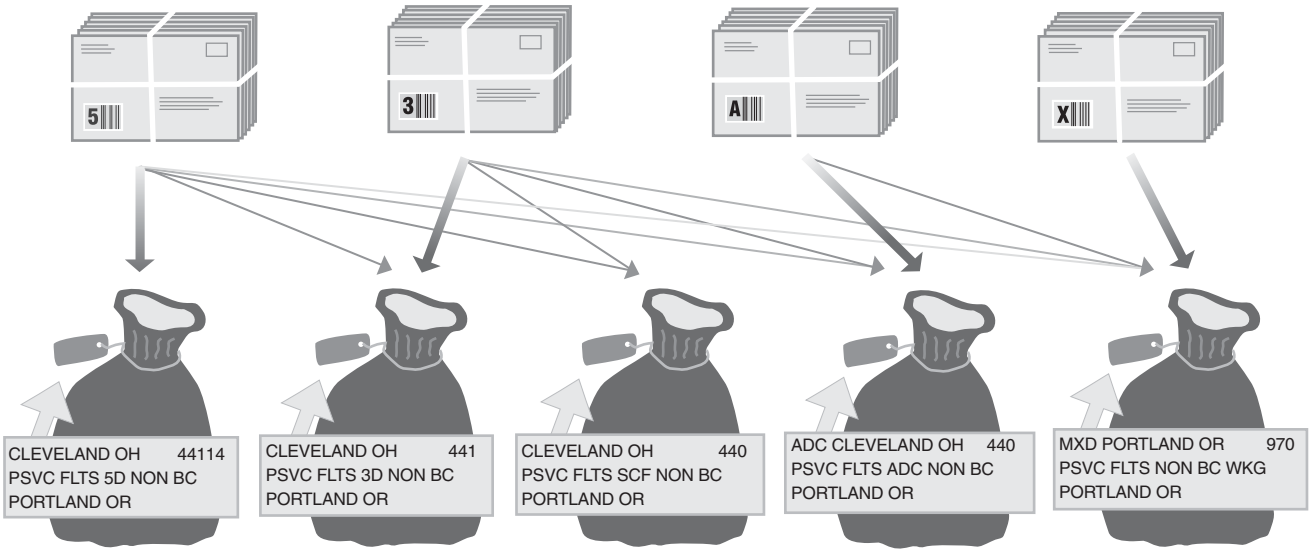
Bundles: Required at 10 pieces or 10 pounds, smaller volumes not permitted. Maximum weight 20 pounds.

Labels: Pink Label A or OEL.

Mixed ADC

Bundles: Required with no minimum. Maximum weight 20 pounds.

Labels: Tan Label X or OEL.



5-Digit

Sacks: Required at 20 addressed pieces or 20 pounds, smaller volumes not permitted.

Labels: For Line 1, use 5-digit ZIP Code destination of bundles. For Line 2, use "PSVC FLTS 5D NON BC."

3-Digit

Sacks: Required at 20 addressed pieces or 20 pounds, smaller volumes not permitted.

Labels: For Line 1, use L002, Column A. For Line 2, use "PSVC FLTS 3D NON BC."

SCF

Sacks: Optional at 20 addressed pieces or 20 pounds, smaller volumes not permitted.

Labels: For Line 1, use L005, Column B. For Line 2, use "PSVC FLTS SCF NON BC."

ADC

Sacks: Required at 20 addressed pieces or 20 pounds, smaller volumes not permitted.

Labels: For Line 1, use L004, Column B. For Line 2, use "PSVC FLTS ADC NON BC."

Mixed ADC

Sacks: Required with no minimum.

Labels: For Line 1, use L009, Column B. For Line 2, use "PSVC FLTS NON BC WKG."

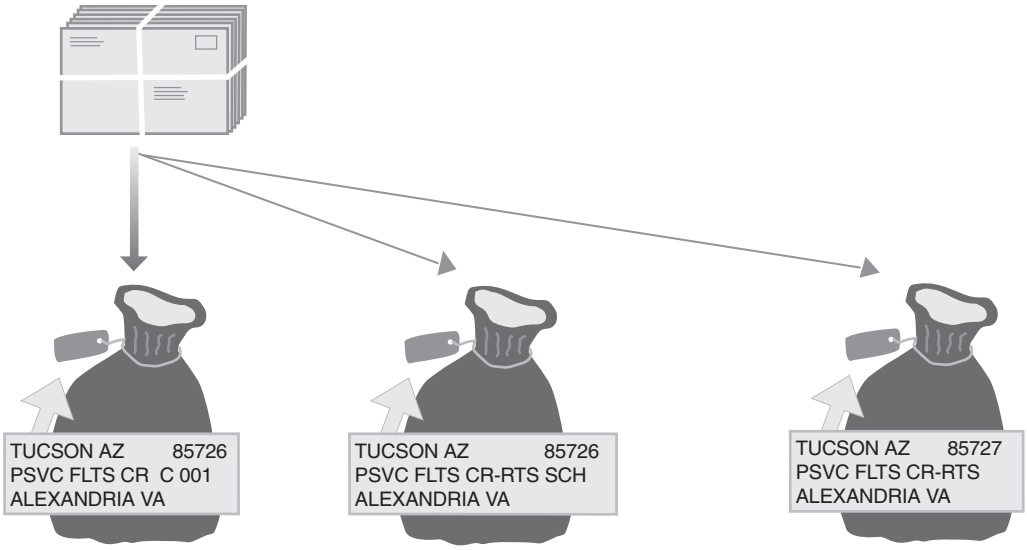
1. 5-digit bundles of flats placed in 5-digit sacks may weigh a maximum of 40 pounds. Each bundle (except mixed ADC bundles) must contain at least two addressed pieces. For Bound Printed Matter flat-size pieces claiming a barcode discount, see page 4.

Bundling and Sacking Sequence Carrier Route Flats (365.6)

Bundles: Required at 10 addressed pieces or 10 pounds for an individual carrier route, smaller volumes not permitted. Maximum weight 40 pounds. Each bundle must contain at least two addressed pieces except for the last bundle to each carrier route destination under 365.2.5.

Labels: Facing slip (365.2.11), optional endorsement line (708.7), or carrier route information line (708.8).

Rate: Carrier Route.



Carrier Route

Sacks: Required at 20 addressed pieces or 20 pounds, smaller volumes not permitted.

Labels: For Line 1, use 5-digit ZIP Code destination of bundles. For Line 2, use "PSVC FLTS CR" followed by the route type and number.

5-Digit Scheme Carrier Routes

Sacks: Required, no minimum.

Labels: For Line 1, use L001, Column B. For Line 2, use "PSVC FLTS CR-RTS SCH."

5-Digit Carrier Routes

Sacks: Required, no minimum.

Labels: For Line 1, use 5-digit ZIP Code destination of bundles. For Line 2, use "PSVC FLTS CR-RTS."

Bundling and Sacking Sequence Barcoded Flats (365.7)

5-Digit

Bundles: Required at 10 addressed pieces or 10 pounds; maximum weight 20 pounds.

Labels: Red Label 5 or optional endorsement line (OEL) (708.7).

3-Digit

Bundles: Required at 10 addressed pieces or 10 pounds; maximum weight 20 pounds.

Labels: Green Label 3 or OEL.

ADC

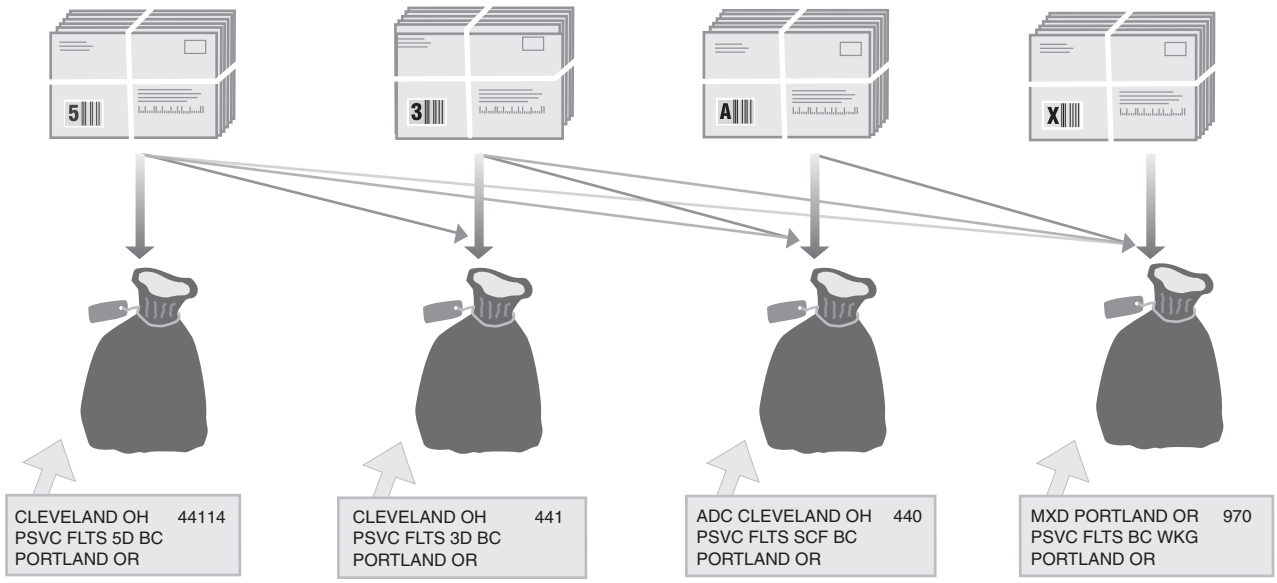
Bundles: Required at 10 addressed pieces or 10 pounds; maximum weight 20 pounds.

Labels: Pink Label A or OEL.

Mixed ADC

Bundles: Any remaining pieces must be bundled in mixed ADC bundles; maximum weight 20 pounds.

Labels: Tan Label X or OEL.



Sacks: Required at 20 addressed pieces.

Barcoded Labels: For Line 1, use city, state, and 5-digit ZIP Code on mail. For Line 2, use "PSVC FLTS 5D BC."

Sacks: Required at 20 addressed pieces (except for optional bundles with 3-digit ZIP Code prefixes indicated by an "N" in L002).

Barcoded Labels: For Line 1, use L002, Column A, for destination facility. For Line 2, use "PSVC FLTS 3D BC."

Sacks: Required at 20 addressed pieces.

Barcoded Labels: For Line 1, use L004, Column B for destination facility. For Line 2, use "PSVC FLTS SCF BC."

Sacks: Required, no minimum for any remaining bundles placed in mixed ADC sacks.

Barcoded Labels: For Line 1, use L009, Column B. For Line 2, use "PSVC FLTS BC WKG."

Rate is based on type of bundle regardless of sack in (or pallet on) which it is placed.
For optional 5-digit scheme and SCF preparation, see 365.7.