Retail Letters, Flats, and Parcels

Priority Mail Express



Physical Standards (101.4.0) Maximum weight: 70 pounds.

Maximum length and girth: 108 inches.

Prices and Fees (113.1.0)

For a complete list of retail Priority Mail Express prices see, Notice 123-Price List.

Except for the Priority Mail Express Flat Rate packaging, Priority Mail Express prices are based on weight and zone. Items are charged the 0.5-pound price for weights up to 0.5 pound (i.e. If a piece weighs 0.25 pound, the weight (postage) increment is 0.5 pound). Items over a 0.5 pound are rounded up to the next whole pound (i.e. If a piece weighs 0.75 pound, the weight (postage) increment is 1 pound or if a piece weighs 1.2 pounds, the weight (postage) increment is 2 pounds).

Matter mailed in USPS-produced Priority Mail Express Flat Rate packaging is charged one flat price regardless of weight (up to 70 pounds) or domestic destination. Only USPS-produced Flat Rate packaging is eligible for the Priority Mail Express Flat Rate price.

10:30 a.m. Delivery Fee: An optional fee is charged for a 10:30 a.m. request to have Priority Mail Express items delivered to an addressee within the delivery area of the destination facility where available.

Sunday/Holiday Premium: Delivery guaranteed for a Sunday or a holiday is charged a premium fee. Customers may avoid the Sunday or holiday premium fee by opting for guaranteed delivery on the subsequent delivery day.

Pickup on Demand (507.7.0) is available regardless of the number of pieces. Only one fee includes Priority Mail Express, Priority Mail, or Standard Post items picked up at same time. Service and information is available by calling 1-800-222-1811 or at www.usps.com.

Package Pickup is available for free by submitting your request online at www.usps.com and having your Priority Mail Express, Priority Mail, or international packages, with postage affixed, ready when your carrier arrives for your regular mail delivery.

Content (113.3.0)

First-Class Mail, Priority Mail, or Priority Mail Express is required for personal correspondence, handwritten or typewritten material, and bills or statements of account. Priority Mail Express also may be used for any nonrestricted (601.8.0) mailable item.

Service Features (113.4.0)

Priority Mail Express is a money-back guaranteed overnight to 2-day service that includes tracking, proof of delivery, and insurance coverage up to \$100. Priority Mail Express Sunday/holiday delivery is available to many destinations for an additional fee. Mailers may use the Domestic Price Calculator at *pe.usps.com*, call 1-800-222-1811, or visit www.usps.com for delivery information between specific ZIP Codes.

Overnight guarantee is not available during the December 22 through December 25 time period.

Priority Mail Express envelopes and boxes are available from local Post Offices or online at www.usps.com at no additional cost. Customized preprinted labels also are available by contacting your local Post Office.

- Priority Mail Express 1-Day Delivery (113.4.2) provides guaranteed overnight service to designated destination 3-digit or 5-digit ZIP Code delivery areas. Items are delivered to an addressee within the designated delivery area of the destination facility by 12:00 p.m. or 3 p.m. on the next day. If delivery is not made, the addressee is notified, and a reminder notice is also left on the third day. A second delivery is attempted only upon customer request. For an additional option, see Hold for Pickup. Items may be delivered by 10:30 a.m. for a fee.
- Hold for Pickup (113.4.2.5) items presented for Priority Mail Express 1-Day Delivery are available for claim by the addressee at the destination facility by 10:30 a.m. or 3 p.m. of the next day the destination office is open for retail business.
- Priority Mail Express Military Service (113.4.4) is available between the United States and designated APO/FPO or DPO destination addresses. Shipments are delivered in 2 to 3 days to more than 300 worldwide locations.

There are two Priority Mail Express labels – Label 11-B or Label 11-F. The wording for requesting or waiving a signature, will depend on the version of the label used. Most Post Offices should have labels that were updated in January 2012. However, labels prior to that date may still be used. Labels produced prior to January 2012 will have a "waiver of signature" box to check, while the updated labels will have a "signature required" box to check as follows:

- Waiver of signature (for labels dated prior to January 2012): mailers may instruct the USPS to deliver Priority Mail Express packages without obtaining the addressee's signature by signing the waiver on the Priority Mail Express label. A waiver of signature cannot be used for Priority Mail Express COD or Priority Mail Express with additional insurance.
- Signature required (for labels dated January 2012): mailers requiring a signature must instruct the USPS by checking the "Signature Required" box on the label. A signature is required for Priority Mail Express Custom Designed Service, Priority Mail Express COD, or Priority Mail Express with additional insurance.



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Quick Service Guide

Postage Payment and Documentation (114)

Retail Priority Mail Express postage may be paid by adhesive stamps (604.1.0) or postage meter (604.4.0). Commercial base prices are available when postage is paid through the customer's USPS Corporate Account (USPSCA), online using Click-N-Ship®, by registered end-users of PC Postage products using a qualifying shipping label managed by the PC Postage system, or by using USPS-approved IBI postage meters that print the IBI with the appropriate price marking and who electronically transmit transactional data to the USPS and use an approved Priority Mail Express shipping label.

Mail Preparation (115)

Matter mailed in USPS-produced Priority Mail Express packaging is subject to Priority Mail Express prices regardless of how the packaging is reconfigured or how markings may be obliterated.

When sealing a Flat Rate package, the container flaps must be able to close within the normal folds. Tape may be applied to the flaps and seams to reinforce the container provided the design of the container is not enlarged by opening the sides, and the container is not reconstructed in any way.

For each Priority Mail Express item, the mailer must complete Label 11-B or Label 11-F or Label 11-HFPU for Hold for Pickup service. Each piece should include a complete delivery and return address with the correct ZIP Code or ZIP+4 code.

Enter and Deposit (116)

Retail Priority Mail Express 1-Day and 2-Day items may be mailed at Post Offices, stations, and branches; dropped into Priority Mail Express collection boxes; handed to carriers; or picked up by the USPS. Priority Mail Express weighing more than 13 ounces bearing only postage stamps may not be deposited into a collection box or other unattended location, but must be presented at a Post Office retail counter.

Acceptance and collection information may be obtained by calling 1-800-222-1811 or contacting your local postmaster.

Extra Services (503.1.0)

Return receipt (Form 3811) service is available (503.6.0). Collect on Delivery (COD) (503.12.0). Insurance against loss, damage, or rifling is included at no extra cost for coverage up to \$100 (503.4.0). Additional merchandise insurance may be available up to \$5,000, depending on the value and nature of the item. Indemnity claims must be filed within 60 days of the date of mailing (609.1.0). For an overview of extra services, see Quick Service Guide 503.