



134 Postage Payment Methods

Overview

1.0 Postage Payment Methods for First-Class Mail and USPS Ground Advantage – Retail

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1.1 Payment Method

Postage for single-piece First-Class Mail and USPS Ground Advantage – Retail mail must be paid as follows:

- a. First-Class Mail: With affixed postage stamps (see [604.1.0](#)), postage evidencing system postage (see [604.4.0](#)), or precanceled stamps (see [604.3.0](#)).
- b. USPS Ground Advantage – Retail: In addition to payment methods in [1.1a](#), USPS Ground Advantage mail may be paid with USPS Click-N-Ship.

1.2 Affixing Postage—Single-Piece Price Mailings

In a postage-affixed single-piece mailing, the mailer must apply enough value in adhesive stamps or meter stamps equal to the postage required (including any surcharges).

1.3 More Than One Mailer

When two or more individuals or organizations, or a party acting as their agent, mail in one package the bills, statements of account, or other letters of the individuals or organizations, to an addressee in common, First-Class Mail or USPS Ground Advantage – Retail postage may be paid based on the weight of the entire package of aggregated mail. Postage is not required on each individual piece.

1.4 More Than One Letter

An individual or organization may mail in one package more than one of the mailer's own letters and pay First-Class Mail or USPS Ground Advantage – Retail postage based on the weight of the entire package of letters if:

- a. The letters are for persons at the same residence or working for the same organization at the address on the envelope (if the letters relate to the business of such organization); or
- b. The letters are sent to a party who turns them over to other persons as part of a minor service provided in addition to a substantial and independent sales, service, or other business function that party performs for such persons.

1.5 Agent

Any agent of a licensing authority may forward completed applications in one envelope to an office of the licensing authority and pay First-Class Mail or USPS Ground Advantage – Retail postage based on the weight of the piece.



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Retail Mail: First-Class Mail and First-Class Package Service — Retail Postage Payment Methods

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