

postage rates and computed totals may be omitted.)

c. For postage-affixed mailings, further detail must be added as needed to account for the value of postage affixed, if less than the applicable amount, and the net due, to yield the correct total postage.

M896 Elective Documentation for Letter-Size Mailings

[Text of current M817; in 1.1, 2.2, 2.4, 3.1c, and 4.8, replace "M812 through M816" with "M891 through M895"; in 1.2, 4.7b, and 4.7d, replace "M817," "M815," and "M812 or M814" with "M896," "M894," and "M891 or M893," respectively; no other change in text.]
[Delete current M818 and M819.]

M897 ZIP+4 Barcoded Flat-Size Mail

[Text of current M823, revised to apply only to Barcoded Preferred Periodicals publications and Nonprofit Standard Mail.]

1.0 BASIC STANDARDS

1.1 Standards

Flat-size Preferred Periodicals and Nonprofit Standard Mail claimed at a ZIP+4 Barcoded presort rate must be prepared as described below. Packaging, labeling, a and sacking are subject to M010 through M030.

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1.5 Marking

Standard Mail must be marked "Nonprofit Organization" or the authorized abbreviation, and may be marked "Barcoded." No marking is required on Periodicals.

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2.0 PACKAGE PREPARATION—MAILINGS SUBJECT TO 85% RULE

2.1 Package Size, Presort, and Labeling—Periodicals

Package size, presort sequence, and labeling for Periodicals:

a. 5-digit: required at six pieces; smaller packages permitted but do not qualify for Level H rates; use red Label D or optional endorsement line (OEL).

b. City: optional at six pieces; smaller packages permitted but do not qualify for Level H rates; use yellow Label C or OEL.

c. 3-digit: required at six pieces; smaller packages permitted but do not qualify for Level H rates; use green Label 3 or OEL.

d. SCF: required at six pieces; smaller packages permitted; use green Label 3 or OEL.

2.2 Package Size, Presort, and Labeling—Standard Mail

Package size, presort sequence, and labeling for Standard Mail:

a. 5-digit: required at 10 pieces; smaller packages prohibited; use red Label D or optional endorsement line (OEL).

b. 3-digit: required at 10 pieces; smaller packages prohibited; use green Label 3 or OEL.

c. SCF: required at 10 pieces; smaller packages prohibited; use green Label 3 or OEL.

3.0 PACKAGE PREPARATION—MAILINGS NOT SUBJECT TO 85% RULE

3.1 Package Size, Presort, and Labeling—Periodicals

Package size, presort sequence, and labeling for Periodicals:

a. 5-digit (ZIP+4 or DPBC pieces only; see 1.3): required at six pieces; smaller packages prohibited; use red Label D or optional endorsement line (OEL).

b. 5-digit (nonbarcoded pieces only; see 1.3): required at six pieces; smaller packages prohibited; use red Label D or OEL.

c. City: optional at six pieces; smaller packages permitted but do not qualify for Level H rates; use yellow Label C or OEL.

d. 3-digit: required at six pieces; smaller packages permitted but do not qualify for Level H rates; use green Label 3 or OEL.

e. SCF: required at six pieces; smaller packages permitted; use green Label 3 or OEL.

3.2 Package Size, Presort, and Labeling—Standard Mail

Package size, presort sequence, and labeling for Standard Mail:

a. 5-digit (ZIP+4 or DPBC pieces only; see 1.3): required at 10 pieces; smaller packages prohibited; use red Label D or optional endorsement line (OEL).

b. 5-digit (nonbarcoded pieces only; see 1.3): required at 10 pieces; smaller packages prohibited; use red Label D or OEL.

c. 3-digit: required at 10 pieces; smaller packages prohibited; use green Label 3 or OEL.

d. SCF: required at 10 pieces; smaller packages prohibited; use green Label 3 or OEL.

4.0 SACK PREPARATION—QUALIFYING MAIL

4.1 Sack Size, Presort, and Labeling—Periodicals

Sack size, presort sequence, and labeling for Periodicals:

a. 5-digit: required with four packages; smaller volume permitted; use 5-digit ZIP Code destination of packages for Line 1, preceded for military mail by the correct prefixes under M031.

b. City: optional with four packages; smaller volume permitted; use lowest ZIP Code for destination from L001 for Line 1.

c. 3-digit: required with four packages; smaller volume permitted; use L002, Column A, for Line 1.

d. SCF: required with four packages; smaller volume permitted; use L002, Column B, for Line 1.

e. ADC: required with no minimum.

4.2 When to Sack—Standard Mail

For Standard Mail, a sack must be prepared when the quantity of mail for a required presort destination reaches either 125 pieces or 15 pounds of pieces, whichever occurs first, subject to these conditions:

a. For identical-weight pieces, a single-piece weight of 1.92 ounces (0.12 pound) results in 125 pieces weighing 15 pounds. Identical-weight pieces weighing 1.92 ounces (0.12 pound) or less must be prepared using the 125-piece minimum, those that weigh more must be prepared using the 15-pound minimum.

b. For nonidentical-weight pieces, mailers must either use the minimum that applies to the average piece weight for the entire mailing (divide the net weight of the mailing by the number of pieces; the resulting average single-piece weight determines whether the 125-piece or 15-pound minimum applies) or sack by the actual piece count or mail weight for each sack, if documentation can be provided with the mailing that shows (specifically for each sack) the number of pieces and their total weight.

c. Mailers must note on the accompanying mailing statement whether they applied the 125-piece ("PCS") or 15-pound ("WT") threshold or if the method in 4.2b ("BOTH") was used.

4.3 Sack Size, Presort, and Labeling—Standard Mail

Sack size, presort sequence, and labeling Standard Mail, subject to 4.2:

a. 5-digit: required at 125 pieces/15 pounds; smaller volume prohibited; use 5-digit ZIP Code destination of packages for Line 1, preceded for military mail by the correct prefixes under M031.

b. 3-digit: required at 125 pieces/15 pounds; smaller volume prohibited; use L002, Column A, for Line 1.

c. SCF: required at 125 pieces/15 pounds; smaller volume prohibited; use L002, Column B, for Line 1