

# Postage Statement—Priority Mail—Permit Imprint

Post Office: Note Mail Arrival Date & Time  
(Do Not Round-Stamp)

Use this form for Priority Mail.

<b>Mailer</b>	Permit Holder's Name and Address and Email Address, If Any	Telephone	Name and Address of Mailing Agent (If other than permit holder)	Telephone	Name and Address of Individual or Organization for Which Mailing is Prepared (If other than permit holder)
	CAPS Cust. Ref. No. _____				
	CRID _____		CRID _____		CRID _____

<b>Mailing</b>	Post Office of Mailing	Processing Category <input type="checkbox"/> Letters <input type="checkbox"/> Flats <input type="checkbox"/> Parcels	Priority Mail Open and Distribute (PMOD) <input type="checkbox"/>	Mailer's Mailing Date	Federal Agency Cost Code	Statement Seq. No.	No. & Type of Containers
	Hold For Pickup (HFPU)			Weight of a Single Piece _____ pounds		Total Pieces	____ Sacks
	# of pieces _____					Total Weight	____ 1 ft. Letter Trays
	Permit #	For Mail Enclosed Within Another Class <input type="checkbox"/> Standard Mail <input type="checkbox"/> Bound Printed Matter <input type="checkbox"/> Library Mail <input type="checkbox"/> Media Mail					
	Customer Generated Electronic Labels <input type="checkbox"/> DelCon <input type="checkbox"/> SigCon		<input type="checkbox"/> First-Class Mail <input type="checkbox"/> First-Class Package Services <input type="checkbox"/> Parcel Select <input type="checkbox"/> Parcel Select Lightweight				____ EMM Letter Trays
<b>Postage</b>	Parts Completed (Select all that apply)			<input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> S <input type="checkbox"/> Commercial Base <input type="checkbox"/> Commercial Plus			
	<b>Total Postage (Add parts Totals)</b>						
							____ Pallets
							____ Other

<b>USPS Use</b>	<b>Additional Postage Payment (State reason)</b>	
	Postmaster: Report Total Postage in <b>AIC 237</b>	<b>Total Adjusted Postage Permit Imprint</b>

<b>Certification</b>	Incentive/Discount Claimed: _____	Type of Fee: _____
	<p>The mailer's signature certifies acceptance of liability for and agreement to pay any revenue deficiencies assessed on this mailing, subject to appeal. If an agent signs this form, the agent certifies that he or she is authorized to sign on behalf of the mailer and that the mailer is bound by the certification and agrees to pay any deficiencies. In addition, agents may be liable for any deficiencies resulting from matters within their responsibility, knowledge, or control. The mailer hereby certifies that all information furnished on this form is accurate, truthful, and complete; that the mail and the supporting documentation comply with all postal standards and the mailing qualifies for the prices and fees claimed; and that the mailing does not contain any matter prohibited by law or postal regulation. I understand that anyone who furnishes false or misleading information on this form or who omits information requested on this form may be subject to criminal and/or civil penalties, including fines and imprisonment.</p> <p style="text-align: center;"><i>Privacy Notice: For information regarding our Privacy Policy visit <a href="http://www.usps.com">www.usps.com</a>.</i></p>	
	Signature of Mailer or Agent	Printed Name of Mailer or Agent Signing Form

<b>USPS Use Only</b> To be completed in non-PostalOne! sites	Weight of a Single Piece _____ pound	Are postage figures at left adjusted from mailer's entries? If yes, reason: <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>USPS Use Only</b> To be completed in non-PostalOne! sites	
	Total Pieces				Total Weight
	Total Postage		Round Stamp (Required) Payment Date		
	Presort Verification Performed? (If required) <input type="checkbox"/> Yes <input type="checkbox"/> No (Check one)		Date Mailer Notified		
	I CERTIFY that this mailing has been inspected for each item below if required: (1) eligibility for postage prices claimed; (2) proper preparation (and presort where required); (3) proper completion of postage statement; (4) payment of annual fee; and (5) sufficient funds on deposit (if required)		Contact		
			By (Initials)		Time AM PM
USPS Employee's Signature		Print USPS Employee's Name			

# Priority Mail—Permit Imprint

**Part A**  
Priority Mail

Check box at left if prices are populated in this section.

Flat Rate & Commercial Prices		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
A1	Flat Rate Envelopes (EP 14 B,F,H,GT)						
A2	Padded Flat Rate Envelope						
A3	Legal Flat Rate Envelope						
A4	Small Flat Rate Box						
A5	Medium Flat Rate Box						
A6	Large Flat Rate Box						
A7	Large Flat Rate Box APO/FPO/DPO						
A8	Critical Mail - Letter *						
A9	Critical Mail - Flat *						
A10	Local Zone 1 & 2						
A11	Zone 3						
A12	Zone 4						
A13	Zone 5						
A14	Zone 6						
A15	Zone 7						
A16	Zone 8						
A17	Pieces from Standard Mail						

Permit Reply Mail		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
A18	Flats						

Dimensional and Balloon Prices		Dim-Weight Price	Balloon Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
A19	Local, Zone 1 & 2							
A20	Zone 3							
A21	Zone 4							
A22	Zone 5							
A23	Zone 6							
A24	Zone 7							
A25	Zone 8							

**Part A Total** (Add lines A1-A25)

\* A8, A9 for Commercial Plus eligible mailers only. USPS-produced Critical Mail packaging required.

# Priority Mail—Permit Imprint—Com. Base/Com. Plus - Regional Rate Box

## Part B

Check box at left if prices are populated in this section.

Priority Mail - Regional Rate Box \*

<b>Box A (Maximum Weight 15 lbs.)</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
B1	Local, Zone 1 & 2						
B2	Zone 3						
B3	Zone 4						
B4	Zone 5						
B5	Zone 6						
B6	Zone 7						
B7	Zone 8						

<b>Box B (Maximum Weight 20 lbs.)</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
B8	Local, Zone 1 & 2						
B9	Zone 3						
B10	Zone 4						
B11	Zone 5						
B12	Zone 6						
B13	Zone 7						
B14	Zone 8						

<b>Box C (Maximum Weight 25 lbs.)</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
B15	Local, Zone 1 & 2						
B16	Zone 3						
B17	Zone 4						
B18	Zone 5						
B19	Zone 6						
B20	Zone 7						
B21	Zone 8						

\* USPS-produced Regional Rate Box packaging required.

**Part B Total** (Add lines B1-B21)

# Priority Mail—Permit Imprint—Commercial Plus—Cubic

**Part C**  
Priority Mail - Cubic\*

Check box at left if prices are populated in this section.

<b>Tier 1 (Up to .10)</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
C1	Local, Zone 1 & 2						
C2	Zone 3						
C3	Zone 4						
C4	Zone 5						
C5	Zone 6						
C6	Zone 7						
C7	Zone 8						

<b>Tier 2 (Up to .20)</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
C8	Local, Zone 1 & 2						
C9	Zone 3						
C10	Zone 4						
C11	Zone 5						
C12	Zone 6						
C13	Zone 7						
C14	Zone 8						

<b>Tier 3 (Up to .30)</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
C15	Local, Zone 1 & 2						
C16	Zone 3						
C17	Zone 4						
C18	Zone 5						
C19	Zone 6						
C20	Zone 7						
C21	Zone 8						

<b>Tier 4 (Up to .40)</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
C22	Local, Zone 1 & 2						
C23	Zone 3						
C24	Zone 4						
C25	Zone 5						
C26	Zone 6						
C27	Zone 7						
C28	Zone 8						

<b>Tier 5 (Up to .50)</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
C29	Local, Zone 1 & 2						
C30	Zone 3						
C31	Zone 4						
C32	Zone 5						
C33	Zone 6						
C34	Zone 7						
C35	Zone 8						

\* C1 - C35 for Commercial Plus Cubic eligible mailers only.

**Part C Total** (Add lines C1-C35)

# Priority Mail—Permit Imprint—Negotiated Service Agreement (NSA)

**Part D**  
Priority Mail

Check box at left if prices are populated in this section.

Flat Rate & Commercial Prices - NSA		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
D1	Flat Rate Envelopes (EP 14 B,F,H,GT)						
D2	Padded Flat Rate Envelope						
D3	Legal Flat Rate Envelope						
D4	Small Flat Rate Box						
D5	Medium Flat Rate Box						
D6	Large Flat Rate Box						
D7	Large Flat Rate Box APO/FPO/DPO						
D8	Critical Mail - Letter *						
D9	Critical Mail - Flat *						
D10	Local Zone 1 & 2						
D11	Zone 3						
D12	Zone 4						
D13	Zone 5						
D14	Zone 6						
D15	Zone 7						
D16	Zone 8						
D17	Pieces from Standard Mail						

Dimensional and Balloon Prices - NSA		Dim-Weight Price	Balloon Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
D18	Local, Zone 1 & 2							
D19	Zone 3							
D20	Zone 4							
D21	Zone 5							
D22	Zone 6							
D23	Zone 7							
D24	Zone 8							

D25	<b>Part D Subtotal</b> (Add lines D1-D24)						
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\* USPS-produced Critical Mail packaging required.

Part D continued on next page

# Priority Mail—Permit Imprint—Negotiated Service Agreement (NSA)

## Part D Continued

Check box at left if prices are populated in this section.

Priority Mail - Cubic\*

Tier 1 (Up to .10)		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
D26	Local, Zone 1 & 2						
D27	Zone 3						
D28	Zone 4						
D29	Zone 5						
D30	Zone 6						
D31	Zone 7						
D32	Zone 8						

Tier 2 (Up to .20)		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
D33	Local, Zone 1 & 2						
D34	Zone 3						
D35	Zone 4						
D36	Zone 5						
D37	Zone 6						
D38	Zone 7						
D39	Zone 8						

Tier 3 (Up to .30)		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
D40	Local, Zone 1 & 2						
D41	Zone 3						
D42	Zone 4						
D43	Zone 5						
D44	Zone 6						
D45	Zone 7						
D46	Zone 8						

Tier 4 (Up to .40)		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
D47	Local, Zone 1 & 2						
D48	Zone 3						
D49	Zone 4						
D50	Zone 5						
D51	Zone 6						
D52	Zone 7						
D53	Zone 8						

Tier 5 (Up to .50)		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
D54	Local, Zone 1 & 2						
D55	Zone 3						
D56	Zone 4						
D57	Zone 5						
D58	Zone 6						
D59	Zone 7						
D60	Zone 8						

\* D26-D60 for NSA Commercial Plus Cubic eligible mailers only.

D61	<b>Part D Cubic Subtotal (Add lines D26-D60)</b>
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Part D continued on next page

# Priority Mail—Permit Imprint—Negotiated Service Agreement (NSA)

**Part D Continued**  
Priority Mail - Regional Rate Box \*

Check box at left if prices are populated in this section.

<b>Box A (Maximum Weight 15 lbs.)</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
D62	Local, Zone 1 & 2						
D63	Zone 3						
D64	Zone 4						
D65	Zone 5						
D66	Zone 6						
D67	Zone 7						
D68	Zone 8						

<b>Box B (Maximum Weight 20 lbs.)</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
D69	Local, Zone 1 & 2						
D70	Zone 3						
D71	Zone 4						
D72	Zone 5						
D73	Zone 6						
D74	Zone 7						
D75	Zone 8						

<b>Box C (Maximum Weight 25 lbs.)</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
D76	Local, Zone 1 & 2						
D77	Zone 3						
D78	Zone 4						
D79	Zone 5						
D80	Zone 6						
D81	Zone 7						
D82	Zone 8						

\* USPS-produced Regional Rate Box packaging required.

D83	<b>Part D Regional Rate Box Subtotal</b> (Add lines D62-D82)
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**Part D Total** (Add lines D25, D61, D83)

# Priority Mail—Open and Distribute—Negotiated Service Agreement (NSA)

**Part E** *Check box at left if prices are populated in this section.*  
 Priority Mail - Open and Distribute - NSA

<b>Half Tray Box - DDU Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
E1	Local, Zone 1 & 2						
E2	Zone 3						
E3	Zone 4						
E4	Zone 5						
E5	Zone 6						
E6	Zone 7						
E7	Zone 8						

<b>Half Tray Box - All Other Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
E8	Local, Zone 1 & 2						
E9	Zone 3						
E10	Zone 4						
E11	Zone 5						
E12	Zone 6						
E13	Zone 7						
E14	Zone 8						

<b>Full Tray Box - DDU Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
E15	Local, Zone 1 & 2						
E16	Zone 3						
E17	Zone 4						
E18	Zone 5						
E19	Zone 6						
E20	Zone 7						
E21	Zone 8						

<b>Full Tray Box - All Other Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
E22	Local, Zone 1 & 2						
E23	Zone 3						
E24	Zone 4						
E25	Zone 5						
E26	Zone 6						
E27	Zone 7						
E28	Zone 8						

<b>EMM Tray Box - DDU Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
E29	Local, Zone 1 & 2						
E30	Zone 3						
E31	Zone 4						
E32	Zone 5						
E33	Zone 6						
E34	Zone 7						
E35	Zone 8						

Part E continued on next page



# Priority Mail—Open and Distribute—Negotiated Service Agreement (NSA)

**Part E Continued**  
Priority Mail - Open and Distribute - NSA

Check box at left if prices are populated in this section.

<b>EMM Tray Box - All Other Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
E36	Local, Zone 1 & 2						
E37	Zone 3						
E38	Zone 4						
E39	Zone 5						
E40	Zone 6						
E41	Zone 7						
E42	Zone 8						

<b>Flat Tub Tray Box - DDU Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
E43	Local, Zone 1 & 2						
E44	Zone 3						
E45	Zone 4						
E46	Zone 5						
E47	Zone 6						
E48	Zone 7						
E49	Zone 8						

<b>Flat Tub Tray Box - All Other Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
E50	Local, Zone 1 & 2						
E51	Zone 3						
E52	Zone 4						
E53	Zone 5						
E54	Zone 6						
E55	Zone 7						
E56	Zone 8						

<b>Pallets (Surface Only)</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
E57	Local, Zone 1 & 2						
E58	Zone 3						
E59	Zone 4						
E60	Zone 5						

<b>Half Pallet Box (Surface Only)</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
E61	Local, Zone 1 & 2						
E62	Zone 3						
E63	Zone 4						
E64	Zone 5						

<b>Full Pallet Box (Surface Only)</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
E65	Local, Zone 1 & 2						
E66	Zone 3						
E67	Zone 4						
E68	Zone 5						

**Part E Total (Add lines E1 - E68)**

# Priority Mail—Open and Distribute—Commercial Plus

**Part F**  
Priority Mail - Open and Distribute

Check box at left if prices are populated in this section.

<b>Half Tray Box - DDU Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
F1	Local, Zone 1 & 2						
F2	Zone 3						
F3	Zone 4						
F4	Zone 5						
F5	Zone 6						
F6	Zone 7						
F7	Zone 8						

<b>Half Tray Box - All Other Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
F8	Local, Zone 1 & 2						
F9	Zone 3						
F10	Zone 4						
F11	Zone 5						
F12	Zone 6						
F13	Zone 7						
F14	Zone 8						

<b>Full Tray Box - DDU Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
F15	Local, Zone 1 & 2						
F16	Zone 3						
F17	Zone 4						
F18	Zone 5						
F19	Zone 6						
F20	Zone 7						
F21	Zone 8						

<b>Full Tray Box - All Other Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
F22	Local, Zone 1 & 2						
F23	Zone 3						
F24	Zone 4						
F25	Zone 5						
F26	Zone 6						
F27	Zone 7						
F28	Zone 8						

<b>EMM Tray Box - DDU Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
F29	Local, Zone 1 & 2						
F30	Zone 3						
F31	Zone 4						
F32	Zone 5						
F33	Zone 6						
F34	Zone 7						
F35	Zone 8						

Part F continued on next page

# Priority Mail—Open and Distribute—Commercial Plus

**Part F Continued**  
Priority Mail - Open and Distribute

Check box at left if prices are populated in this section.

<b>EMM Tray Box - All Other Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
F36	Local, Zone 1 & 2						
F37	Zone 3						
F38	Zone 4						
F39	Zone 5						
F40	Zone 6						
F41	Zone 7						
F42	Zone 8						

<b>Flat Tub Tray Box - DDU Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
F43	Local, Zone 1 & 2						
F44	Zone 3						
F45	Zone 4						
F46	Zone 5						
F47	Zone 6						
F48	Zone 7						
F49	Zone 8						

<b>Flat Tub Tray Box - All Other Entry</b>		Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
F50	Local, Zone 1 & 2						
F51	Zone 3						
F52	Zone 4						
F53	Zone 5						
F54	Zone 6						
F55	Zone 7						
F56	Zone 8						

**Part F Total** (Add lines F1 - F56)

# Extra Services and Fees

**Part S**  
Extra Services

Check box at left if prices are populated in this section.

Items mailed with Extra Services must meet the mailing standards for the extra service.

		Fee	No. of Pieces	Total Postage
S1	Certificate of Mailing (3 or more)	\$0.44		
S2	Certified Mail	2.95		
S3	Collect on Delivery (COD)			
S4	Delivery Confirmation			
S5	Insurance			
S6	Registered Mail			
S7	Restricted Delivery	4.55		
S8	Return Receipt (Electronic)	1.15		
S9	Return Receipt (Form 3811)	2.35		
S10	Return Receipt for Merchandise	3.95		
S11	Signature Confirmation			
S12				
S13	Special Handling			
S14				
S15	Adult Signature Required			
S16	Adult Signature Restricted Delivery			
S17	Picture Permit Imprint			
S18	Day Certain Delivery			

**Part S Total (Add lines S1 - S18)**

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## Priority Mail - Instructions

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Use this form for Priority Mail.

Priority Mail must use either Commercial Base or Commercial Plus prices. Do not combine both on one form.

**Step 1:** Complete Mailer and Mailing sections on page 1.

**Step 2:** Before you complete the Postage section, go to parts A through F and S. Complete the part(s) that pertain to your mailing. The following information will help you determine which parts to complete:

**Part A: Priority Mail** - Enter total in Part A Total box.

**Part B: Priority Mail - Regional Rate Box - Commercial Base/Commercial Plus** - Enter total in Part B Total box.

**Part C: Priority Mail - Commercial Plus Cubic** - Enter total in Part C Total box.

**Part D: Priority Mail - NSA** - Enter total in Part D Total box.

**Part E: Priority Mail - Open and Distribute - NSA** - Enter total in Part E Total box.

**Part F: Priority Mail - Open and Distribute - Commercial Plus** - Enter total in Part F Total box.

**Part S: Extra Services** - Enter total in Part S Total box.

**Step 3:** Complete only applicable part(s), as follows:

1. Determine the per-piece price based on the zone and actual weight or dim weight of a single piece.
2. Multiply the number of addressed pieces by corresponding postage price. Do not round.
3. Include all surcharges that apply.
4. In Part/Total box for each completed part, enter sum of the (unrounded) postage amounts for that part.

**Step 4:** Go to Postage section on page 1.

1. Place a check mark in the applicable box(es) to show which part(s) you have completed.
2. Add postage from Part/Total box for each completed part; enter that sum in Total Postage, rounded off to nearest whole cent (two decimal places).

**Step 5:** Read and sign the Certification section, including your telephone number. Attach all completed pages together to submit with the mailing. (Do not include blank pages.)

**Information:** For more information on mailing standards, prices, and fees please go to Postal Explorer at [pe.usps.com](http://pe.usps.com).