

Postage Statement — Nonprofit Standard Mail Letters and Flats

Permit Imprint

For letters subject to the nonmachinable surcharge and pieces subject to the residual shape surcharge, use Form 3602-NS.

Mailer Information	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 Organization for Which Mailing Is Prepared (If other than permit holder)
	CAPS Cust. Ref. ID _____				
	Dun & Bradstreet No. _____		Dun & Bradstreet No. _____		Dun & Bradstreet No. _____

Mailing Information	Post Office of Mailing	Processing Category (DMM C050)	Mailing Date	Statement Seq. No.	Number of Containers
	Permit No.	<input type="checkbox"/> Letters <input type="checkbox"/> Flats <input type="checkbox"/> Automation Flats (DMM C820)	Weight of a Single Piece 0 . _____ pound	Total Pieces	No. of pieces with Repositionable Notes Attached (DMM C810.7):
	For Mail Enclosed Within Another Class <input type="checkbox"/> Periodicals <input type="checkbox"/> Bound Printed Matter <input type="checkbox"/> Library Mail <input type="checkbox"/> Media Mail <input type="checkbox"/> Parcel Post		If Sacked, Based on <input type="checkbox"/> 125 pcs. <input type="checkbox"/> 15 lbs. <input type="checkbox"/> both	Total Weight	
	For Automation Rate Pieces, Enter Date of Address Matching and Coding (DMM A950.3.0) ____/____/____		For Enhanced Carrier Route Rate Pieces, Enter Date of Address Matching and Coding (DMM A950.3.0) ____/____/____	For Enhanced Carrier Route Rate Pieces, Enter Date of Carrier Route Sequencing (DMM M050.4.0) ____/____/____	

Postage Computation (P013)	For Automation Letters and Flats (3.3 oz. or less)	Total From Part A (On reverse)
	For Presorted Letters and Flats (3.3 oz. or less)	Total From Part B (On reverse)
	For Enhanced Carrier Route Letters and Flats (3.3 oz. or less)	Total From Part C (On reverse)
	For All Letters and Flats More Than 3.3 oz.	Total From Part D (On reverse)
	Postmaster: Report total postage in AIC 125.	Total Postage (Add lines above) →
	For USPS Use Only: Additional Postage Payment (State reason)	
Postmaster: Report total adjusted postage in AIC 125.	Total Adjusted Postage (Add additional postage to total postage) →	

Certification	The mailer's signature certifies that: (1) the mailing complies with DMM E670; (2) the income derived from the sale of any products or services advertised in the mailing is not subject to the Unrelated Business Income Tax (UBIT) and any products and services advertised are substantially related to the nonprofit organization's authorized purpose within the meaning of 39 U.S.C. § 3626(j)(1)(D)(ii)(I) and 26 U.S.C. § 513(A); (3) the mailing, if made by a voting registration official, is required or authorized by the National Voter Registration Act of 1993; and (4) it will agree to pay, subject to appeal, any revenue deficiencies assessed on this mailing. 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 that the mailing qualifies for the rates 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. <i>Privacy Notice: For information regarding our Privacy Policy visit www.usps.com.</i>		
	Signature of Mailer or Agent	Name of Mailer or Agent	Telephone

USPS Use Only	Weight of a Single Piece 0 . _____ pound	Are figures at left adjusted from mailer's entries? <input type="checkbox"/> Yes <input type="checkbox"/> No			
	Total Pieces	Total Weight	If "Yes," Reason		
	Total Postage		Round Stamp (Required)		
	Check One <input type="checkbox"/> Presort Verification Not Scheduled <input type="checkbox"/> Presort Verification Performed as Scheduled				
	I CERTIFY that this mailing has been inspected concerning: (1) eligibility for postage rates claimed; (2) proper preparation (and presort where required); (3) proper completion of postage statement; and (4) payment of required annual fee.				
Verifying Employee's Signature		Verifying Employee's Name	Time	AM PM	

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Entry Discount	Presort / Automation Discount	Rate	Number of Pieces	Total
A	Automation Rates — Letters and Flats 3.3 oz. (0.2063 lb.) or Less			
None	A1. 5-Digit Letter	.114 x	_____ pcs.	= \$ _____
	A2. 3-Digit Letter	.129 x	_____ pcs.	= \$ _____
	A3. AADC Letter	.136 x	_____ pcs.	= \$ _____
	A4. Mixed AADC Letter	.144 x	_____ pcs.	= \$ _____
	A5. 3/5 Flat	.166 x	_____ pcs.	= \$ _____
	A6. Basic Flat	.189 x	_____ pcs.	= \$ _____
DBMC	A7. 5-Digit Letter	.093 x	_____ pcs.	= \$ _____
	A8. 3-Digit Letter	.108 x	_____ pcs.	= \$ _____
	A9. AADC Letter	.115 x	_____ pcs.	= \$ _____
	A10. Mixed AADC Letter	.123 x	_____ pcs.	= \$ _____
	A11. 3/5 Flat	.145 x	_____ pcs.	= \$ _____
	A12. Basic Flat	.168 x	_____ pcs.	= \$ _____
DSCF	A13. 5-Digit Letter	.088 x	_____ pcs.	= \$ _____
	A14. 3-Digit Letter	.103 x	_____ pcs.	= \$ _____
	A15. AADC Letter	.110 x	_____ pcs.	= \$ _____
	A16. 3/5 Flat	.140 x	_____ pcs.	= \$ _____
	A17. Basic Flat	.163 x	_____ pcs.	= \$ _____
Total — Part A (Carry to front of form)				\$ _____

Entry Discount	Presort / Automation Discount	Rate	Number of Pieces	Total
C	ECR Rates — Letters and Flats 3.3 oz. (0.2063 lb.) or Less			
None	C1. Saturation Letter	.095 x	_____ pcs.	= \$ _____
	C2. High Density Letter	.102 x	_____ pcs.	= \$ _____
	C3. Basic Letter	.126 x	_____ pcs.	= \$ _____
	C4. Basic Auto. Letter	.111 x	_____ pcs.	= \$ _____
	C5. Saturation Flat	.104 x	_____ pcs.	= \$ _____
	C6. High Density Flat	.110 x	_____ pcs.	= \$ _____
	C7. Basic Flat	.126 x	_____ pcs.	= \$ _____
DBMC	C8. Saturation Letter	.074 x	_____ pcs.	= \$ _____
	C9. High Density Letter	.081 x	_____ pcs.	= \$ _____
	C10. Basic Letter	.105 x	_____ pcs.	= \$ _____
	C11. Basic Auto. Letter	.090 x	_____ pcs.	= \$ _____
	C12. Saturation Flat	.083 x	_____ pcs.	= \$ _____
	C13. High Density Flat	.089 x	_____ pcs.	= \$ _____
	C14. Basic Flat	.105 x	_____ pcs.	= \$ _____
DSCF	C15. Saturation Letter	.069 x	_____ pcs.	= \$ _____
	C16. High Density Letter	.076 x	_____ pcs.	= \$ _____
	C17. Basic Letter	.100 x	_____ pcs.	= \$ _____
	C18. Basic Auto. Letter	.085 x	_____ pcs.	= \$ _____
	C19. Saturation Flat	.078 x	_____ pcs.	= \$ _____
	C20. High Density Flat	.084 x	_____ pcs.	= \$ _____
	C21. Basic Flat	.100 x	_____ pcs.	= \$ _____
DDU	C22. Saturation Letter	.063 x	_____ pcs.	= \$ _____
	C23. High Density Letter	.070 x	_____ pcs.	= \$ _____
	C24. Basic Letter	.094 x	_____ pcs.	= \$ _____
	C25. Basic Auto. Letter	.079 x	_____ pcs.	= \$ _____
	C26. Saturation Flat	.072 x	_____ pcs.	= \$ _____
	C27. High Density Flat	.078 x	_____ pcs.	= \$ _____
	C28. Basic Flat	.094 x	_____ pcs.	= \$ _____
Total — Part C (Carry to front of form)				\$ _____

Entry Discount	Presort / Automation Discount	Rate	Number of Pieces/ Pounds	Total
B	Presorted Rates — Letters and Flats 3.3 oz. (0.2063 lb.) or Less			
None	B1. 3/5 Letter	.153 x	_____ pcs.	= \$ _____
	B2. Basic Letter	.165 x	_____ pcs.	= \$ _____
	B3. 3/5 Flat	.183 x	_____ pcs.	= \$ _____
	B4. Basic Flat	.230 x	_____ pcs.	= \$ _____
DBMC	B5. 3/5 Letter	.132 x	_____ pcs.	= \$ _____
	B6. Basic Letter	.144 x	_____ pcs.	= \$ _____
	B7. 3/5 Flat	.162 x	_____ pcs.	= \$ _____
	B8. Basic Flat	.209 x	_____ pcs.	= \$ _____
DSCF	B9. 3/5 Letter	.127 x	_____ pcs.	= \$ _____
	B10. Basic Letter	.139 x	_____ pcs.	= \$ _____
	B11. 3/5 Flat	.157 x	_____ pcs.	= \$ _____
	B12. Basic Flat	.204 x	_____ pcs.	= \$ _____
Total — Part B (Carry to front of form)				\$ _____

Entry Discount	Presort / Automation Discount	Rate	Number of Pieces/ Pounds	Total
D	All Letters and Flats More Than 3.3 oz. (0.2063 lb.)			
None	D1. Saturation ECR	.028 x	_____ pcs.	= \$ _____
	plus	.370 x	_____ lbs.	= \$ _____
	D2. High Density ECR	.034 x	_____ pcs.	= \$ _____
	plus	.370 x	_____ lbs.	= \$ _____
	D3. Basic ECR	.050 x	_____ pcs.	= \$ _____
	plus	.370 x	_____ lbs.	= \$ _____
	D4. 3/5 Automation	.046 x	_____ pcs.	= \$ _____
	plus	.584 x	_____ lbs.	= \$ _____
	D5. Basic Automation	.069 x	_____ pcs.	= \$ _____
	plus	.584 x	_____ lbs.	= \$ _____
	D6. 3/5 Presorted	.063 x	_____ pcs.	= \$ _____
	plus	.584 x	_____ lbs.	= \$ _____
	D7. Basic Presorted	.110 x	_____ pcs.	= \$ _____
	plus	.584 x	_____ lbs.	= \$ _____
DBMC	D8. Saturation ECR	.028 x	_____ pcs.	= \$ _____
	plus	.270 x	_____ lbs.	= \$ _____
	D9. High Density ECR	.034 x	_____ pcs.	= \$ _____
	plus	.270 x	_____ lbs.	= \$ _____
	D10. Basic ECR	.050 x	_____ pcs.	= \$ _____
	plus	.270 x	_____ lbs.	= \$ _____
	D11. 3/5 Automation	.046 x	_____ pcs.	= \$ _____
	plus	.484 x	_____ lbs.	= \$ _____
	D12. Basic Automation	.069 x	_____ pcs.	= \$ _____
	plus	.484 x	_____ lbs.	= \$ _____
	D13. 3/5 Presorted	.063 x	_____ pcs.	= \$ _____
	plus	.484 x	_____ lbs.	= \$ _____
	D14. Basic Presorted	.110 x	_____ pcs.	= \$ _____
	plus	.484 x	_____ lbs.	= \$ _____
DSCF	D15. Saturation ECR	.028 x	_____ pcs.	= \$ _____
	plus	.245 x	_____ lbs.	= \$ _____
	D16. High Density ECR	.034 x	_____ pcs.	= \$ _____
	plus	.245 x	_____ lbs.	= \$ _____
	D17. Basic ECR	.050 x	_____ pcs.	= \$ _____
	plus	.245 x	_____ lbs.	= \$ _____
	D18. 3/5 Automation	.046 x	_____ pcs.	= \$ _____
	plus	.459 x	_____ lbs.	= \$ _____
	D19. Basic Automation	.069 x	_____ pcs.	= \$ _____
	plus	.459 x	_____ lbs.	= \$ _____
	D20. 3/5 Presorted	.063 x	_____ pcs.	= \$ _____
	plus	.459 x	_____ lbs.	= \$ _____
	D21. Basic Presorted	.110 x	_____ pcs.	= \$ _____
	plus	.459 x	_____ lbs.	= \$ _____
DDU	D22. Saturation ECR	.028 x	_____ pcs.	= \$ _____
	plus	.213 x	_____ lbs.	= \$ _____
	D23. High Density ECR	.034 x	_____ pcs.	= \$ _____
	plus	.213 x	_____ lbs.	= \$ _____
	D24. Basic ECR	.050 x	_____ pcs.	= \$ _____
	plus	.213 x	_____ lbs.	= \$ _____
Total — Part D (Carry to front of form)				\$ _____