

PCC Workshop in a Box

Extra Services Overview

Extra Services Overview

- Including May 31, 2015 Price Changes

Questions

Description

Registered Mail provides premium handling and maximum security for your domestic mail from the point of acceptance to delivery. Insurance may be added to domestic items up to \$50,000. Fees for articles valued over \$50,000 are for handling only.

Label 200-N

Label 200-N (Registered Mail)

PS Form 3806, Registered Mail Receipt

Registered No. [Blank]

Date Stamp [Blank]

Postage \$ [Blank]

Extra Services & Fees [Blank]

Registered Mail \$ [Blank]

Return Receipt (hardcopy) \$ [Blank]

Return Receipt (electronic) \$ [Blank]

Restricted Delivery \$ [Blank]

Total Postage & Fees \$ [Blank]

Customer Must Declare Full Value \$ [Blank]

Received by [Blank]

Domestic insurance up to \$50,000 included based on the declared value. International indemnity limited. (See Reverse.)

FROM: [Blank]

TO: [Blank]

PS Form 3806, Registered Mail Receipt April 2015. Main Product Categories. For domestic delivery information, visit our website at www.usps.com.

PRIORITY MAIL

MEDIUM FLAT RATE BOX
ONE RATE * ANY WEIGHT*

DATE OF DELIVERY SPECIFIED*

USPS TRACKING™ INCLUDED*

INSURANCE INCLUDED*

PICKUP AVAILABLE

FROM: John Doe
123 Main St
New York, NY 10017

TO: Susie Doe
345 Blank St
Clark, NJ 08816

REG 257 794 027 US

REG 257 794 027 US

UNITED STATES POSTAL SERVICE

VISIT US AT USPS.COM
ORDER FREE SUPPLIES ONLINE

Label 200

ELIGIBLE MAIL CLASS

- Priority Mail
- First-Class Mail
- First-Class Package Service

PS Form 3806

SERVICE OPTIONS

- Registered Mail
- Registered Mail Restricted Delivery
- Registered Mail COD

ADDITIONAL COMBINED SERVICES

- Return Receipt
- Signature Confirmation

TOP CUSTOMERS

1. Electrical, Plumbing & Hardware Wholesalers
2. Life Insurance
3. Banking

Competitor	Service Description	Price	
 UNITED STATES POSTAL SERVICE®	<p>USPS Registered Mail The most secure service that USPS offers. It incorporates a system of receipts to monitor the movement of the mail from the point of acceptance to delivery.</p>	<p>Value \$0.00 0.01 to 100 100.01 to 500 500.01 to 1000 \$1000.01 and up 17.85 + \$1.55 per \$1000 of Declared Value (up to \$50,000 against loss or damage)</p>	<p>Price \$12.20 \$13.00 \$15.15 \$16.75</p> <p>USPS Registered Mail handling Over \$15,000,000 Price will vary.</p>
	<p>UPS Declared Value UPS Express Custom Secure These features can be layered at additional charge: Enhanced monitoring, hand carry, additional security, screened escorts, and Specialty Services.</p>	<p>UPS Declared Value For Carriage: \$2.70 + \$0.90 per \$100 of declared value over \$100 + Postage (Maximum of \$50,000)</p> <p>UPS Express Custom Secure: Price will vary.</p>	
	<p>FedEx Declared Value Custom Critical These features can be layered at additional charge: Enhanced monitoring, hand carry, additional security, minimal touch points.</p>	<p>FedEx Declared Value \$2.70 + \$0.90 per \$100 of declared value over \$100 + Postage (Maximum of \$50,000)</p> <p>FedEx Custom Critical: Price will vary.</p>	

Note: USPS Prices effect as of May 31, 2015

Description

Certified Mail provides a mailing receipt, and the date and time of delivery or attempted delivery. USPS maintains a record of delivery (which includes the recipient's signature). Customers may obtain a delivery record by purchasing a return receipt.



Label 3800-N

PS Form 3800 on mailpiece



ELIGIBLE MAIL CLASS

- Priority Mail
- First-Class Mail
- First-Class Package Service

PS Form 3800

SERVICE OPTIONS

- Certified Mail
- Certified Mail Restricted Delivery
- Certified Mail Adult Signature Required
(online and commercial only)
- Certified Mail Adult Signature Restricted Delivery
(online and commercial only)

ADDITIONAL COMBINED SERVICES

- **Return Receipt** (Form 3811 only if with Adult Signature options)

TOP CUSTOMERS

1. Information Technology Services
2. Banking
3. Electrical, Plumbing, & Hardware Wholesalers

Competitor	Service Description	Options	Price
 UNITED STATES POSTAL SERVICE®	<p>Certified Mail – Provides the sender with a mailing receipt and, upon request, an electronic verification that an article was delivered or that delivery attempt was made. The recipient's signature is obtained at the time of delivery and the Postal Service maintains an electronic record of the delivery.</p>	Fee per Item, in addition to postage and other fees:	\$3.45
	<p>Not available.</p>	<p>Not available.</p>	
	<p>Not available.</p>	<p>Not available.</p>	

Note: USPS Prices effect as of May 31, 2015

Description

Insurance provides up to \$5,000 coverage for lost, damaged, or missing contents. Items insured for over \$500 includes Signature Service at no additional charge.

(Note: Priority Mail Express includes \$100 of insurance; Priority Mail includes either \$100 or \$50 of insurance).



PS Form 3813-P on mailpiece



PS Form 3813 and 3813-P

ELIGIBLE MAIL CLASS

- Priority Mail Express
- Priority Mail
- Critical Mail
- First-Class Mail
- First-Class Package Service
- Standard Post
- Package Services
- Parcel Select
- Parcel Select Lightweight
(bulk insurance only)
- Standard Mail
(bulk insurance for (nonprofit) parcels only)

SERVICE OPTIONS

- **Insurance** (for less than or equal to \$500 use PS Form 3813).
- **Insurance** (for more than \$500 use PS Form 3813-P).
- **Insurance Restricted Delivery** (If insured >\$500).

ADDITIONAL COMBINED SERVICES

- **USPS Tracking**
- **Signature Confirmation**
(available if insured for <\$500; included if insured for >\$500.00.)
- **Adult Signature Requested**
- **Adult Restricted Delivery**
- **Return Receipt**
(if insured >\$500.00, Form 3811 only.)
- **Special Handling-Fragile**
- **Parcel Airlift (PAL)**

TOP CUSTOMERS

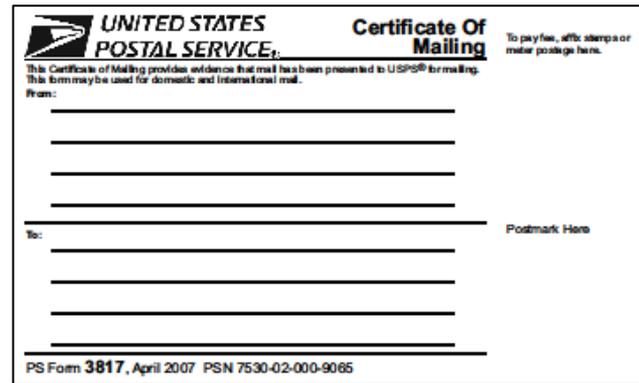
1. Computer Peripheral Equipment Manufacturing
2. Electrical, Plumbing, & Hardware Wholesalers
3. Department Stores

Competitor	Service Description	Price	
	<p>USPS Insured Mail: Provides up to \$5,000 indemnity coverage for items that are lost, damaged or missing contents. Items requiring greater than \$5,000 in indemnity coverage should use Registered Mail.</p>	<p>Amount of Insurance</p> <p>\$0.01 to \$50 50.01 to 100 100.01 to 200 200.01 to 300 300.01 to 5000</p>	<p>Fee*</p> <p>\$2.20 \$2.75 \$3.50 \$4.60 \$5.80 plus \$1.30 for each \$100 or fraction thereof in declared value</p> <p><small>*Priority Mail Express includes up to \$100 insurance. Document reconstruction maximum liability is \$100.</small></p>
	<p>UPS Declared Value: UPS liability is limited to \$100 on packages with no declared value. If the value of your goods exceeds \$100 the customer can declare a higher value, up to \$50,000 per package, by entering the declared value in the UPS shipping system used and paying an additional charge.</p>	<p>UPS Declared Value For Carriage: \$2.70 + \$0.90 per \$100 of declared value over \$100 + Postage (Maximum of \$50,000)</p>	
	<p>FedEx Declared Value: FedEx liability for each package is limited to \$100. For each package exceeding \$100 in declared value, the customer can declare a higher value, up to \$50,000 per package and additional fee will be charged.</p>	<p>FedEx Declared Value \$2.70 + \$0.90 per \$100 of declared value over \$100 + Postage (Maximum of \$50,000)</p>	

Note: USPS Prices effect as of May 31, 2015

Description

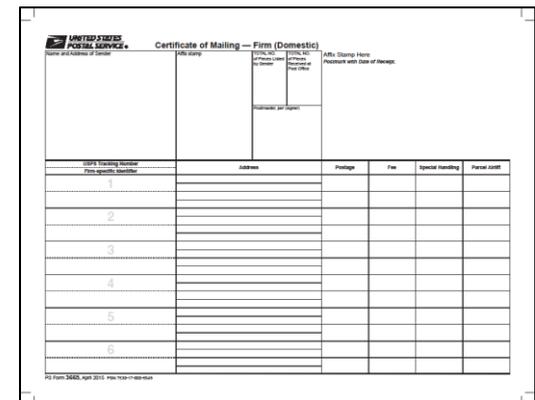
Certificate of Mailing is only available at the time of mailing and provides evidence that mail has been presented to the USPS for mailing. Each individual form is postmarked (round-dated) at the time of mailing and the form(s) are returned to the mailer to serve as their receipt.

PS Form 3817 - Individual

ELIGIBLE MAIL CLASS

- Priority Mail
- First-Class Mail
- First-Class Package Service
- Standard Post
- Bound Printed Matter
- Library Mail
- Media Mail



PS Form 3665 – Firm

SERVICE OPTIONS

- **Certificate of Mailing**

(Form 3817 for individual pieces presented at retail only).

- **Certificate of Mailing-Firm**

(PS Form 3665-Firm (Domestic) for 3 or more individual pieces presented at one time).

ADDITIONAL COMBINED SERVICES

- Special Handling-Fragile
- Parcel Airlift (PAL)

TOP CUSTOMERS

1. Insurance Companies
2. Law Offices
3. Town/State Government Agencies

Description

Certificate of Bulk Mailing is only available at the time of mailing and provides evidence that a certain number of identical weight mailpieces have been presented to the USPS for mailing.



UNITED STATES POSTAL SERVICE®		Certificate of Bulk Mailing — Domestic		
Fee for Certificate		Postage: Mailers must affix meter, PC Postage® or (uncanceled) postage stamps here in payment of total fee due.		
Up to 1,000 pieces (1 certificate for total number)	Use Current Price List (Notice 123)	Acceptance employee must cancel postage affixed (by round-date) at the time of mailing.		
For each additional 1,000 pieces, or fraction thereof				
Duplicate Copy <input type="checkbox"/>	If payment of total fee due is being paid by Remote Imprint, include the PostalOne! Transaction Number here: _____			
Number of Identical Weight Pieces				
Class of Mail	Postage for Each Mailpiece Paid <input type="checkbox"/> Verified	Number of Pieces to the Pound	Mailed For _____ Mailed By _____	
Total Number of Pieces	Total Postage Paid for Mailpieces	Fee Paid		
Postmaster's Certification				See Reverse for Instructions
It is hereby certified that the number of mailpieces presented and the associated postage and fee were verified. This certificate does not provide evidence that a piece was mailed to a particular address.				
_____ (Postmaster or Designee)				PG Form 3606-D, April 2016 (Page 1 of 1) PSN 7530-17-000-5648

PS Form 3606 – D (Domestic)

UNITED STATES POSTAL SERVICE®		Certificate of Bulk Mailing — International		
Fee for Certificate		Postage: Mailers must affix meter, PC Postage, or (uncanceled) postage stamps here in payment of total fee due.		
Up to 1,000 pieces (1 certificate for total number)	Use Current Price List (Notice 123)	Acceptance employee must cancel postage affixed (by round-date) at the time of mailing.		
For each additional 1,000 pieces, or fraction thereof				
Duplicate Copy <input type="checkbox"/>	If payment of total fee due is being paid by Remote Imprint, include the PostalOne! Transaction Number here: _____			
Number of Identical Weight Pieces				
Class of Mail	Postage for Each Mailpiece Paid <input type="checkbox"/> Verified	Number of Pieces to the Pound	Mailed For _____ Mailed By _____	
Total Number of Pieces	Total Postage Paid for Mailpieces	Fee Paid		
Postmaster's Certification				PS Form 3606, April 2016 (Page 1 of 1) PSN 7530-01-000-9990
It is hereby certified that the number of mailpieces presented and the associated postage and fee were verified. This certificate does not provide evidence that a piece was mailed to a particular address.				
_____ (Postmaster or Designee)				

PS Form 3606 (International)

ELIGIBLE MAIL CLASS

- Priority Mail
- First-Class Mail
- First-Class Package Service
- Standard Post
- Parcel Select
- Parcel Select Lightweight
- Standard Mail
- Bound Printed Matter
- Library Mail
- Media Mail

SERVICE OPTIONS

- **Certificate of Bulk Mailing**

(PS Form 3606-D (Domestic); PS Form 3606 (International) .

ADDITIONAL COMBINED SERVICES

- Special Handling-Fragile
- Parcel Airlift (PAL)

TOP CUSTOMERS

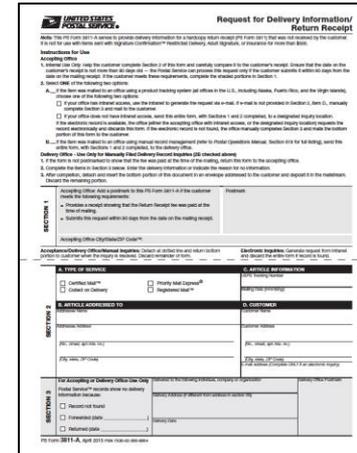
1. Insurance Companies
2. Law Offices
3. Town, State & Federal Government

Competitor	Service Description	Options	Price
 UNITED STATES POSTAL SERVICE®	<p>Certificate of Mailing – Provides evidence that mail has been presented to USPS for mailing.</p> <p>(Certificate of Bulk Mailing service is available to specify the number of pieces presented in a mailing.)</p>	<p>Individual Individual Article: \$1.35 Additional Copy (per page) \$1.35 Firm Sheet (minimum 3) : \$0.38</p> <p>Bulk For first 1,000 pieces: \$7.95 Each additional 1000 pieces: \$0.99 Additional Copy of PS Form 3606: \$1.35</p>	
	<p>Not available.</p>	<p>Not available.</p>	
	<p>Not available.</p>	<p>Not available.</p>	

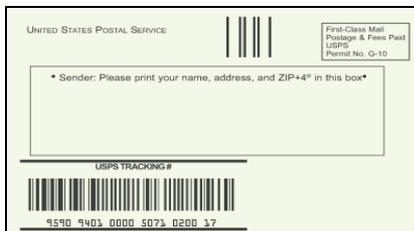
Note: USPS Prices effect as of May 31, 2015

Description

Return Receipt service provides a delivery record, including the recipient's signature and the date of delivery, along with information about the delivery address, if different from the address on the mailpiece. Also provides end-to-end tracking of the form being returned to you, via the IMpb barcode placed on both the front and back of the form.



PS Form 3811-A



PS Form 3811 Front

PS Form 3811 Back

ELIGIBLE MAIL CLASS

- Priority Mail Express (Form 3811 only)
- Priority Mail
- First-Class Mail
- First-Class Package Service
- Standard Mail (parcels only)
- Parcel Select
- Parcel Select Lightweight
- Standard Post

SERVICE OPTIONS

- Return Receipt - PS Form 3811 (for Domestic Mail only)

ADDITIONAL COMBINED SERVICES

- USPS Tracking
- Signature Confirmation
- Signature Confirmation Restricted Delivery
- Adult Signature Required (Form 3811 only)
- Adult Signature Restricted Delivery (Form 3811 only)
- Special Handling-Fragile

TOP CUSTOMERS

1. Computer Peripheral Equipment Manufacturing
2. Information Technology Services
3. Federal Government

Barcoded Return Receipt Delivery Process

Package Delivered to customer

Recipient fills out Return Receipt

Return Receipt is returned to the destination post office and entered into the mail stream

Return Receipt out for delivery at Sender's residence or business, and receives a delivered scan

Sender receives Return Receipt

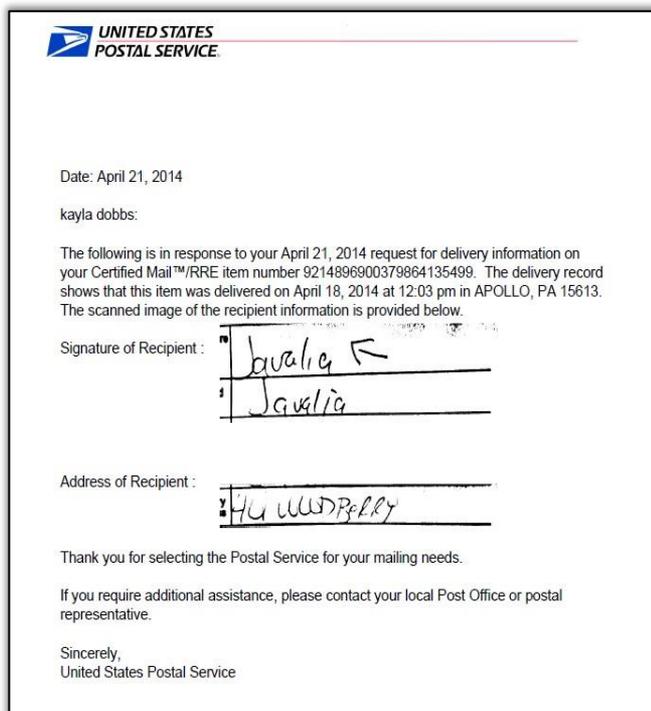


SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<ul style="list-style-type: none"> Complete items 1, 2, and 3. Print your name and address on the reverse so that we can return the card to you. Attach this card to the back of the mailpiece, or on the front if space permits. 	<ul style="list-style-type: none"> A. Signature <input type="checkbox"/> Agent <input type="checkbox"/> Address <input checked="" type="checkbox"/> B. Received by (Printed Name) C. Date of Delivery D. Is delivery address different from item 1? <input type="checkbox"/> Yes <input type="checkbox"/> No (If YES, enter delivery address below:)
1. Article Addressed to: 2. Article Number (Transfer from service label)	UNITED STATES POSTAL SERVICE First-Class Mail Postage & Fees Paid USPS Permit No. G-10 * Sender: Please print your name, address, and ZIP+4® in this box* USPS TRACKING# 9590 9403 0000 5073 0200 17

Form 3811 Front/Back

Description

Electronic Return Receipt service provides a delivery record, including the recipient's signature and the date of delivery, along with information about the delivery address, if different from the address on the mailpiece. Receipt is delivered electronically to the sender.



**UNITED STATES
POSTAL SERVICE**

Date: April 21, 2014

kayla dobbs:

The following is in response to your April 21, 2014 request for delivery information on your Certified Mail™/RRE item number 9214896900379864135499. The delivery record shows that this item was delivered on April 18, 2014 at 12:03 pm in APOLLO, PA 15613. The scanned image of the recipient information is provided below.

Signature of Recipient : Jawlia

Address of Recipient : 44 WOODBERRY

Thank you for selecting the Postal Service for your mailing needs.

If you require additional assistance, please contact your local Post Office or postal representative.

Sincerely,
United States Postal Service

Return Receipt Electronic



ELIGIBLE MAIL CLASS

- Priority Mail Express (Form 3811 only)
- Priority Mail
- First-Class Mail
- First-Class Package Service
- Standard Mail (parcels only)
- Parcel Select
- Parcel Select Lightweight
- Standard Post

SERVICE OPTIONS

- Return Receipt - Electronic

ADDITIONAL COMBINED SERVICES

- USPS Tracking
- Signature Confirmation Restricted Delivery
- Signature Confirmation
- Special Handling
- Adult Signature Required (Form 3811 only)
- Adult Signature Restricted Delivery (Form 3811 only)

TOP CUSTOMERS

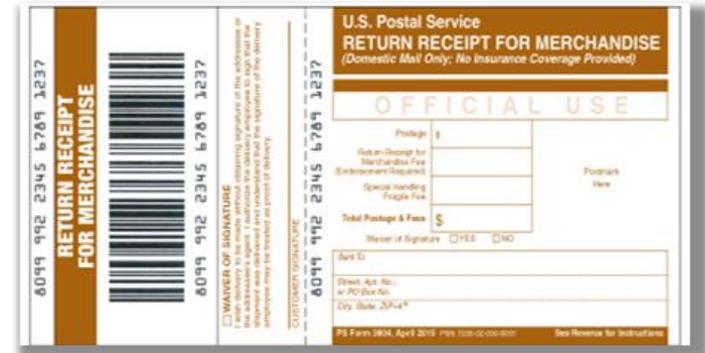
1. Information Technology Services
2. Banking
3. Shipping Services

Description

Return Receipt for Merchandise provides both a mailing receipt and a return receipt card with the signature of the individual that signed for your merchandise.



PS Form 3804 on mailpiece



PS Form 3804

ELIGIBLE MAIL CLASSES

- Priority Mail
- Standard Mail (machinable and irregular parcels only)
- Parcel Select
- Standard Post
- Bound Printed Matter
- Library Mail
- Media Mail

SERVICE OPTIONS

- Return Receipt for Merchandise

ADDITIONAL COMBINED SERVICES

- USPS Tracking
- Insurance (if insured for \$500 or less)
- Special Handling
- Parcel Airlift (PAL)

TOP CUSTOMERS

1. Banking
2. Internet & Mail Order Retail
3. Electrical, Plumbing, & Hardware Wholesalers

Competitor	Service Description	Options	Price
	<p>Return Receipt – Provides the mailer with evidence of delivery (to whom the mail was delivered and date of delivery), along with information about the recipient’s actual delivery address.</p>	<ul style="list-style-type: none"> • Return Receipt Hard Copy • Return Receipt Electronic • Return Receipt (Hardcopy) for Merchandise 	<p>\$2.80 \$1.40 \$4.40</p>
	<p>UPS Delivery Confirmation– UPS will obtain the recipient’s signature or other electronic acknowledgement of receipt from the recipient when this option is selected and provide the customer with a printed copy. They may also view the recipient’s signature or electronic acknowledgement of receipt online.</p>	<ul style="list-style-type: none"> • Signature Required • Adult Signature Required • Direct Delivery Only 	<p>\$4.00 \$5.00 \$2.00</p>
	<p>FedEx Signature Proof of Delivery– FedEx will obtain a signature from someone at the delivery address. If no one is at the address, FedEx will reattempt delivery. An image of the recipient’s signature is available through an electronic format. If requested, FedEx will send to the shipper, recipient or third party a copy of the Signature Proof of Delivery via fax, or via FedEx Standard Overnight Envelope for additional fee.</p>	<ul style="list-style-type: none"> • Indirect Signature Required • Direct Signature Required • Adult Signature Required 	<p>\$3.50 \$4.00 \$5.00</p>



USPS Signature



Signature Confirmation Service

Benefits

- Capture Date/Time

Signature Confirmation Restricted Delivery

Benefits

- Capture Date/Time
- Delivery Restriction

Adult Signature Required

Benefits

- Capture Date/Time
- Age Restriction

Adult Signature Restricted Delivery

Benefits

- Capture Date/Time
- Age Restriction
- Delivery Restriction

Description

Adult Signature Required provides electronic confirmation of the delivery or attempted delivery of the mailpiece and signature of the recipient, who must be 21 years of age or older. Adult Signature Restricted Delivery provides the same service as Adult Signature Required with the added feature of restricting delivery only to a person specified by name (or their authorized agent) who must be 21 years of age or older.



ELIGIBLE MAIL CLASS

- Priority Mail Express
- Priority Mail
- Critical Mail
- First-Class Mail
- First-Class Package Service
- Parcel Select
- Parcel Select Lightweight
- Package Services



SERVICE OPTIONS

- Adult Signature Required
- Adult Signature Restricted Delivery

ADDITIONAL COMBINED SERVICES

- Insurance
- Return Receipt (Form 3811 only)
- Hold For Pickup

TOP CUSTOMERS

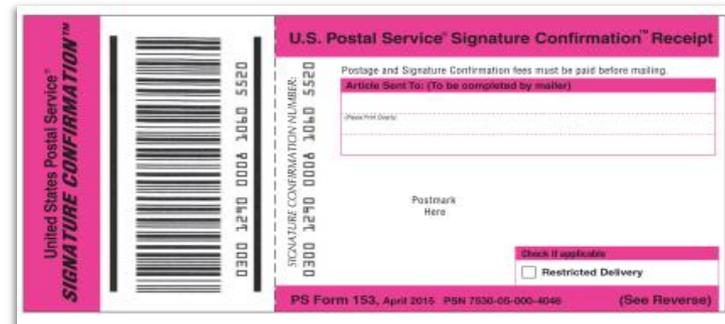
1. Gun & Ammunition Manufacturing
2. Physicians
3. Business Services Sector

Description

Signature Confirmation provides updates about your shipment's status as it travels to its destination, as well as evidence of delivery by providing a copy of the recipient's signature electronically. The service is under the **USPS Signature Services** umbrella.



PS Form 153 on mailpiece



PS Form 153

ELIGIBLE MAIL CLASS

- Priority Mail
- Critical Mail (Signature Confirmation only)
- First-Class Mail
(parcels only; electronic option only)
- First-Class Package Service
(electronic option only)
- Standard Post
- Parcel Select
- Parcel Select Lightweight
- Bound Printed Matter
- Library Mail
- Media Mail

SERVICE OPTIONS

- Signature Confirmation
- Signature Confirmation Restricted Delivery

ADDITIONAL COMBINED SERVICES

- Collect on Delivery (COD)
- Insurance
- Registered Mail
- Return Receipt (Form 3811 only)
- Special Handling
- Hold For Pickup

TOP CUSTOMERS

1. Computer Peripheral Equipment Manufacturing
2. Electrical, Plumbing, & Hardware Wholesalers
3. Internet & Mail Order Retail

Competitor	Service Description	Options	Price
 UNITED STATES POSTAL SERVICE®	<p>USPS Signature Services:</p> <p>Signature Confirmation – Provides electronic delivery record of recipient’s signature.</p> <p>Adult Signature Required – Package only delivered to recipient verified 21+ in age.</p> <p>Signature Confirmation Restricted Delivery – Only the designated addressee may sign for the delivery.</p> <p>Adult Signature Restricted Delivery – Package may only be accepted by addressee specified by name who is also 21+ in age.</p>	<ul style="list-style-type: none"> • Signature Confirmation • Signature Confirmation Restricted Delivery • Adult Signature Required • Adult Signature Restricted Delivery 	<p>\$3.00</p> <p>\$8.15</p> <p>\$5.50</p> <p>\$5.75</p>
	<p>Signature Required – Requires a signature from someone at the delivery address.</p> <p>Adult Signature Required – Requires a signature of someone 21+ at delivery address.</p> <p>Direct Delivery Only – Will only deliver to package to address on label.</p>	<ul style="list-style-type: none"> • Signature Required • Adult Signature Required • Direct Delivery Only 	<p>\$4.00</p> <p>\$5.00</p> <p>\$2.00</p>
	<p>Indirect Signature Required – Obtains a signature from someone at the residence, a neighbor, or building manager.</p> <p>Direct Signature Required – Obtains a signature from someone at the delivery address.</p> <p>Adult Signature Required – Obtains a signature from someone 21+ at delivery address.</p>	<ul style="list-style-type: none"> • Indirect Signature Required • Direct Signature Required • Adult Signature Required 	<p>\$3.50</p> <p>\$4.00</p> <p>\$5.00</p>

Note: USPS Prices effect as of May 31, 2015

Description

USPS Tracking is included with most USPS products at no cost to customer. Provides visibility and scan data for mailers using USPS to send their shipments. Customers can obtain tracking updates, including the date and time of delivery or attempted delivery. An IMpb is required on the mailpiece in order to provide the included tracking service.



Label 400

ELIGIBLE MAIL CLASS

- Standard Mail
(parcels only; electronic option only)

SERVICE OPTIONS

- **USPS Tracking**

ADDITIONAL COMBINED SERVICES

- **Return Receipt** (If purchased with bulk insurance over \$500.00)
- **Insurance** (bulk insurance for Standard Mail parcels only)

TOP CUSTOMERS

1. Internet & Mail Order Retail
2. Electrical, Plumbing, & Hardware Wholesalers
3. Computer Peripheral Equipment Manufacturing

Competitor	Service Description	Options	Price
 UNITED STATES POSTAL SERVICE.	<p>USPS Tracking – USPS Tracking service provides updates about a shipment's status as it travels to its destination. Updates from scans include arrival and departure information as well as the date and time a mailpiece was delivered or, if delivery was attempted but not successful.</p>	<p>Standard Mail Parcels List the classes of mail:</p>	<p>\$0.36 FREE</p>
	<p>UPS Tracking– UPS offers their customers several ways to track to stay informed of current delivery status. Customers can track by email, text, by reference, by a tracking number or import tracking number.</p>	<p>UPS Tracking (Included in all shipping products)</p>	<p>FREE</p>
	<p>FedEx Tracking– FedEx provides several ways to track. Customers can track their articles online through a tracking number, reference or email. Email notifications displaying a summary of date/time, status and destination for FedEx shipments are also available.</p>	<p>FedEx Tracking (Included in all shipping products)</p>	<p>FREE</p>

Note: USPS Prices effect as of May 31, 2015

Description

Collect on Delivery allows sender to collect money from the recipient for merchandise, postage, or fees at time of delivery, by cash, check, or money order made payable to the mailer. Mailers have the option to obtain electronic funds transfer (EFT), in lieu of a postal money order, for remittance for COD payments made in cash.



PS Form 3816 on mailpiece

DELIVERY EMPLOYEE - Remove Copies 1 & 2 at Time of Delivery
Write firmly to make all copies legible.

Collect the amount shown below, if customer pays by **CHECK OR MONEY ORDER (MO)** made payable to the mailer.

Collect the amount shown below, if customer pays by **CASH** (includes MO fee or fees).

Check/MO Amount: \$ Cash Amount: \$

Registered Mail™ Service Priority Mail Express® Service

Date of Mailing: Permit COD Charges: USPSA No.:

Hold For Pickup (priority mail express only) Street Delivery

From: To:

Delivered By: Date Delivered: Check Number:

Date Payment Sent to Mailer: MO Number(s):

PS Form 3816, April 2015 PSN 7530-02-000-9062 Copy 1 - Delivery Unit

1. DO NOT allow the recipient (addressee or agent) to examine the contents before payment. 2. DO NOT deliver this article until payment is collected. 3. If payment is by check, enter check number above. 4. Have customer sign PS Form 3849.

Follow proper scanning procedures for COD delivery and clearance.

PS Form 3816

ELIGIBLE MAIL CLASS

- Priority Mail Express (1-Day and 2-Day only)
- Priority Mail
- First-Class Mail
- First-Class Package Service
- Standard Post
- Parcel Select
- Bound Printed Matter
- Library Mail
- Media Mail

SERVICE OPTIONS

- Collect on Delivery (COD)
- COD Restricted Delivery
- Registered Mail COD

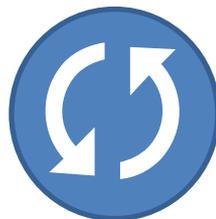
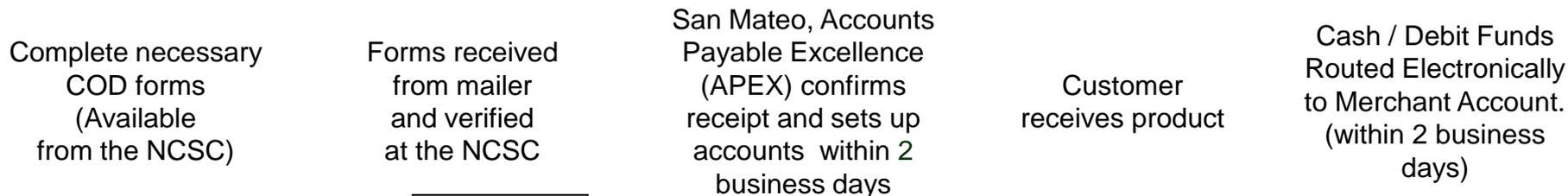
ADDITIONAL COMBINED SERVICES

- Return Receipt
- Signature Confirmation
(not available for purchase with Priority Mail Express COD)
- Special Handling-Fragile
- Hold For Pickup

TOP CUSTOMERS

1. Electrical, Plumbing, & Hardware Wholesalers
2. Internet & Mail Order Retail
3. Wholesale Sector

Collect On Delivery Electronic Funds Transfer (EFT) Enrollment Process



National Customer Support Center (NCSC) is available for assistance at 877-264-9693

Competitor	Service Description	Options	Price
	<p>USPS COD – Collects funds in the form of cash, check, or money order in exchange for a product that has not yet been paid for up to \$1000.</p>	<p>Less than \$50</p> <p>50.01 to 100</p> <p>100.01 to 1000</p>	<p>\$7.25</p> <p>\$9.05</p> <p>\$10.85 + \$1.80 per \$100 of value collected</p>
	<p>UPS COD – Service can be requested electronically or using a manual tag.</p> <p>UPS COD Direct, COD Automatic, and Delayed Deposit – Contractual services that enhance the way that customer receives payment.</p>	<p>UPS Collect on Delivery</p>	<p>\$12.50</p>
	<p>FedEx Regular, Guaranteed, or Currency COD – Service will depend on weather mailer would like to require payment by cash, money order, cashier's check, official or certified check.</p> <p>FedEx Electronic COD (ECOD) - Provides electronic funds transfer within 24 or 48 hours depending on service agreement.</p>	<p>FedEx COD Regular or Guaranteed Funds</p> <p>Currency COD</p>	<p>\$12.50</p> <p>\$22.00 (or 4% of COD value)</p>

Note: USPS Prices effect as of May 31, 2015

Description

Special Handling-Fragile provides preferential handling, but not preferential delivery, to the extent practicable in dispatch and transportation. The service should not be used in place of Registered Mail or insurance service for valuable, fragile, or irreplaceable items.



PS Label 875

“Special Handling-Fragile”

CATEGORIES OF SPECIAL HANDLING

- Fragile (additional fee/Label 875)
- Live Animal Transportation
(additional fee/Day-old Poultry sent PME or PM sent to Zones 5-9)
- Hazardous Material (no fee)
- Cremated Remains (no fee)
- Perishable (no fee)

SPECIAL HANDLING-FRAGILE ADDITIONAL COMBINED SERVICES

- Collect On Delivery (COD)
- Insurance
- Signature Confirmation
- Parcel Airlift (PAL)

Extra Service Codes (ESC) and Products

STC 852 Special Handling (Fragile)	STC 853 Special Handling (Perishable)	STC 856 Special Handling (Live Animal Transportation)	STC 857 Special Handling (Hazardous Material)	STC 858 Special Handling (Cremated Remains)
<ul style="list-style-type: none"> • Priority Mail • Priority Mail Express • First-Class Mail • Parcel Select • Parcel Select Lightweight • Media Mail • Library Mail • Bound Printed Matter • Merchandise Return Service 	<ul style="list-style-type: none"> • Priority Mail • Priority Mail Express • First-Class Mail • Parcel Select • Parcel Select Lightweight • Library Mail 	<ul style="list-style-type: none"> • Priority Mail • Priority Mail Express 	<ul style="list-style-type: none"> • Priority Mail • Priority Mail Express • First-Class Mail • Parcel Select • Parcel Select Lightweight • Standard Mail • Merchandise Return Service • Parcel Return Service 	<ul style="list-style-type: none"> • Priority Mail Express

USPS	UPS		FedEx	
SERVICE	SERVICE	DOMESTIC PRODUCT	SERVICE	DOMESTIC PRODUCT
<p>Special Handling - Fragile Provides the mailer with an option of preferential handling, but not preferential delivery, to the extent practicable in dispatch and transportation for packages needing extra care. Special handling service is mandatory for material that requires extra care in handling, transportation and delivery.</p> <p>Fee \$10.35</p>	<p>COMPARABLE SERVICE NOT OFFERED</p>		<p style="text-align: center;">COMPARABLE SERVICE NOT OFFERED</p> <p>*FedEx does offer packing materials that indicate that the contents of a package are fragile, but this is not a shipping service.</p>	
<p>Special Handling – Live Animal Transportation</p>	<p style="text-align: center;">COMPARABLE SERVICE NOT OFFERED</p> <p>*UPS will carry a limited amount of small animals, for delivery on the same or next day.</p>		<p style="text-align: center;">COMPARABLE SERVICE NOT OFFERED</p> <p>*FedEx will not carry live animals. Shipments of livestock and zoo animals may be accepted by FedEx express on an exception basis.</p>	

Note: USPS Prices effect as of May 31, 2015

USPS	UPS	FedEx
SERVICE	SERVICE	SERVICE
Special Handling – Hazardous Material	Dangerous Goods –Hazardous Materials Service available from UPS for all domestic shipping products. Additional fees apply. Standard fees are UPS Ground: \$28.50 per package (domestic) Air Services \$40 per package . Additional handling fees may apply depending on service and nature of materials.	FedEx Hazardous Materials – Service available only through FedEx ground. FedEx assesses a surcharge on each package containing hazardous materials of \$28.50. Materials classified as ORM-D or Limited Quantity are the only hazardous materials you can ship via FedEx Home Delivery and FedEx International Ground (no surcharge applies for ORM-D and Limited Quantity).
Special Handling - Perishable	<p style="text-align: center;">COMPARABLE SERVICE NOT OFFERED</p> <p>*UPS will accept perishable shipments at the shipper’s risk. Rules and limitations apply.</p>	Perishable Materials – FedEx offers a number of customizable solutions from Custom Critical Temperature Control to their own line of refrigerating packaging. Rules, restrictions, and prices depend on service chosen.
Special Handling – Cremated Remains	<p style="text-align: center;">COMPARABLE SERVICE NOT OFFERED</p>	<p style="text-align: center;">COMPARABLE SERVICE NOT OFFERED</p>

Note: USPS Prices effect as of May 31, 2015

Name	Location
Postal Explorer	http://pe.usps.gov/
Domestic Mail Manual	http://pe.usps.gov/text/dmm300/summary_of_changes.htm
DMM Advisory	Special email update. Subscribe via e-mail: dmmadvisory@usps.com
Price List (Notice 123)	http://pe.usps.gov/text/dmm300/Notice123.htm
Postal Bulletin	http://about.usps.com/postal-bulletin/welcome.htm
RIBBS	http://www.ribbs.usps.gov/
New or revised Extra Service forms can either be printed by customers at (top) or, ordered online at:	http://about.usps.com/forms-publications/welcome.htm (PS Forms 3606, 3606-D, 3665, 3806, 3811-A, and 3877) https://store.usps.com/store/ (PS Forms 153, 3800, 3811, 3813, 3813-P, and 3816)

Need Information:

ShippingServices@usps.gov

Technical Assistance:

HQTIS@usps.gov

Certification of Privately Printed

Extra Service Forms:

(NCSC) 877-264-9693

PCC Workshop in a Box

Extra Services Overview

Question and Answer