

**C Characteristics and Content***C000 General Information**C010 General Mailability Standards***1.0 MINIMUM AND MAXIMUM DIMENSIONS****1.1 Minimum**

[Revise 1.1 to read as follows:]

For mailability, the following standards apply:

a. All mailpieces (except Customized MarketMail pieces mailed under E660 and keys and identification devices mailed under E130) that are ¼ inch thick or less must be rectangular, with four square corners and parallel opposite sides.

b. All mailpieces must be at least 3½ inches high and at least 5 inches long (see Exhibit 1.1).

c. All mailpieces must be at least 0.007 inch thick.

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**1.3 Length and Height**

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[Redesignate current 1.3c as new 1.3d and add new 1.3c to read as follows:]

c. Standard Mail Customized MarketMail.

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*C600 Standard Mail***1.0 DIMENSIONS****1.1 Basic Standards**

These standards apply to Standard Mail:

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[Revise 1.1b to read as follows:]

b. Presorted rate and Customized MarketMail pieces are subject only to the basic mailability standards in C010.

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[Redesignate current 2.0 through 5.0 as new 3.0 through 6.0, respectively; add new 2.0 to read as follows:]

**2.0 CUSTOMIZED MARKETMAIL**

Mailpieces prepared as Customized MarketMail (CMM) under E660 must meet these additional standards and physical characteristics:

a. The material used for constructing the pieces must be free of sharp edges, protrusions, and other design elements that could cause harm or injury to USPS personnel handling these pieces.

b. The dimensions of the pieces must not be smaller than the minimum dimensions for letter-size mail in C050 or greater than the maximum dimensions for flat-size mail in C050. Length and height are defined as follows:

(1) The length and the axis of length are determined by drawing a straight

line between the two outer points most distant from each other.

(2) The height is determined by drawing perpendicular lines to the points that are the greatest distance above and below the axis of length. The sum of these two lines defines the height.

c. The maximum weight may not exceed 3.3 ounces.

d. Pieces may be rectangular or nonrectangular, may be uniform or nonuniform in thickness, and may include die cuts, holes, and voids.

e. Pieces must be flexible enough to fit inside a minimum-size mail receptacle measuring 4⅞ inches wide, 14⅞ inches high, and 5⅞ inches long (deep).

f. Design approval by the district business mail entry manager is not required, but it is recommended.

**3.0 RESIDUAL SHAPE SURCHARGE**

[Revise 3.0 to read as follows:]

Mail that is prepared as a parcel or is not letter-size or flat-size as defined in C050 is subject to a residual shape surcharge. Mail that is prepared as Customized MarketMail under E660 is also subject to the residual shape surcharge. There are different surcharges for Presorted rate pieces and Enhanced Carrier Route rate pieces. Only the surcharges for Presorted rate pieces apply to CMM pieces.

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**D DEPOSIT, COLLECTION, AND DELIVERY***D000 Basic Information*

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*D040 Delivery of Mail*

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*D042 Conditions of Delivery*

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[Revise heading of 7.0 to read as follows:]

**7.0 CARRIER RELEASE**

[Redesignate current text of 7.0 as 7.1 and add heading to read as follows:]

**7.1 Parcels**

An uninsured parcel may not be left in an unprotected place, such as a porch or stairway, unless the addressee has filed a written order, or the mailer has endorsed the parcel "Carrier—Leave If No Response." The endorsement must appear directly below the return address as specified in M012.

[Add new 7.2 to read as follows:]

**7.2 Customized MarketMail**

Any matter mailed as Customized MarketMail under E660 must bear the

endorsement "Carrier—Leave If No Response" as specified in M012.

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**E Eligibility**

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*E100 First-Class Mail**E110 Basic Standards***1.0 CLASSIFICATION AND DESCRIPTION****1.1 Eligibility**

[Revise 1.1 to read as follows:]

All mailable matter may be sent as First-Class Mail (which for the purposes of the standards in 1.0 includes Priority Mail) or as Express Mail, except Customized MarketMail under E660 or other matter prohibited by the respective standards.

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*E600 Standard Mail**E610 Basic Standards*

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**4.0 ENCLOSURES AND ATTACHMENTS**

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**4.3 Nonincidental First-Class Enclosures**

[Revise first sentence of 4.3 to read as follows:]

Letters or other pieces of nonincidental First-Class Mail, subject to postage at First-Class Mail rates, may be enclosed with Standard Mail pieces (except matter mailed as Customized MarketMail under E660). \* \* \*

**4.4 Nonincidental First-Class Attachments**

[Revise first sentence of 4.4 to read as follows:]

Letters or other pieces of nonincidental First-Class Mail may be placed in an envelope and securely attached to the address side of a Standard Mail piece (except matter mailed as Customized MarketMail under E660), or of the principal piece, as applicable. \* \* \*

**4.5 Attachment of Other Standard Mail Matter**

[Revise introductory sentence to read as follows:]

The front or back cover page of a Standard Mail piece (except Customized MarketMail pieces) may bear an attachment that is also Standard Mail matter if:

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[Revise 4.5b to read as follows:]