

[Revise 3.0a(1) to read as follows:]

\* \* \* \* \*

(1) Line 1: use city, state and 5-digit ZIP Code on mail (see M031 for overseas military mail).

\* \* \* \* \*

[Revise heading of 4.0 to read as follows:]

#### 4.0 SACK PREPARATION—FLAT-SIZE PIECES AND IRREGULAR PARCELS

[Revise second sentence in introductory text to read as follows:]

\* \* \* For other mailing jobs, preparation sequence, tray size, and labeling:

\* \* \* \* \*

[Revise 4.0a(1) to read as follows:]

\* \* \* \* \*

(1) Line 1: use city, state and 5-digit ZIP Code on mail (see M031 for overseas military mail).

\* \* \* \* \*

#### M220 Carrier Route Periodicals

\* \* \* \* \*

#### 2.0 PACKAGE PREPARATION

\* \* \* \* \*

[Revise heading of 2.4 to read as follows:]

#### 2.4 Packaging and Labeling

[Revise 2.4 to read as follows:]

Preparation sequence, package size, and labeling:

a. Firm (optional); two-piece minimum; blue Label F or optional endorsement line (OEL).

b. Carrier route (optional, but required for rate eligibility); six-piece minimum (fewer pieces permitted under 1.5); labeling required (facing slip, OEL, or carrier route information line) except for packages placed in a carrier route tray or sack.

[Revise heading of 3.0 to read as follows:]

#### 3.0 PREPARATION—LETTER-SIZE PIECES

##### 3.1 Basic Preparation

[Revise introductory text to read as follows:]

Preparation sequence, tray size, and labeling:

\* \* \* \* \*

[Revise 3.1a(1) to read as follows:]

\* \* \* \* \*

(1) Line 1: use city, state and 5-digit ZIP Code on mail (see M031 for overseas military mail).

\* \* \* \* \*

[Revise heading of 4.0 to read as follows:]

#### 4.0 PREPARATION—FLAT-SIZE PIECES AND IRREGULAR PARCELS

[Revise introductory text to read as follows:]

Preparation sequence, sack size, and labeling:

\* \* \* \* \*

[Revise 4.0a(1) to read as follows:]

\* \* \* \* \*

(1) Line 1: use city, state and 5-digit ZIP Code on mail (see M031 for overseas military mail).

\* \* \* \* \*

M600 Standard Mail (Nonautomation)

M610 Presorted Standard Mail

\* \* \* \* \*

#### 2.0 PREPARATION—MACHINABLE LETTER-SIZE PIECES

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##### 2.2 Traying and Labeling

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[Revise 2.2a(1) to read as follows:]

(1) Line 1: city, state, and 5-digit ZIP Code on mail (see M031 for overseas military mail).

\* \* \* \* \*

#### 3.0 PREPARATION—NONMACHINABLE LETTER-SIZE PIECES

[Revise heading of 3.1 to read as follows:]

##### 3.1 Packaging and Labeling

[Revise introductory text of 3.1 to read as follows:]

Except as provided in M020.1.9, packaging is required before traying. A package must be prepared when the quantity of addressed pieces for a required presort level reaches a minimum of 10 pieces. Smaller volumes are not permitted except for mixed ADC packages. Mailers who prefer that the USPS not automate letter-size pieces must also identify each package with a facing slip marked "MANUAL ONLY" or use a "MANUAL ONLY" optional endorsement line (see M013).

Preparation sequence, package size, and labeling:

[Change in 3.1a "red Label D" to "red Label 5"; change in 3.1d "tan Label MXD" to "tan Label X".]

[Delete current 3.2 and redesignate current 3.3 as new 3.2.]

##### 3.2 Traying and Labeling

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[Revise new 3.2a(1) to read as follows:]

(1) Line 1: city, state, and 5-digit ZIP Code on mail (see M031 for overseas military mail).

\* \* \* \* \*

[Revise 4.0 by moving standards for irregular parcels to new 5.0; redesignate current 5.0 as new 6.0; revise current 4.0 to read as follows:]

#### 4.0 PREPARATION—FLAT-SIZE PIECES

##### 4.1 Required Packaging

Except as provided in 4.3, packaging is required before sacking. A package must be prepared when the quantity of addressed pieces for a required presort level reaches the required minimum package size in 4.2. Smaller volumes are not permitted except for mixed ADC packages.

##### 4.2 Packaging and Labeling

Preparation sequence, package size, and labeling:

- a. 5-digit (required); 17-piece minimum, optional 10-to 16-piece minimum (one consistent minimum required for a mailing job); red Label 5 or optional endorsement line (OEL).
- b. 3-digit (required); 10-piece minimum; green Label 3 or OEL.
- c. ADC (required); 10-piece minimum; pink Label A or OEL.
- d. Mixed ADC (required); no minimum; tan Label X or OEL.

##### 4.3 Loose Packing

District managers may authorize loose packing of unpackaged pieces to fill Number 3 sacks if no pieces in a sack would be more finely sorted if packaged. Pieces must be faced and packed to remain oriented in transit. The total weight of sacks containing such pieces may not exceed 70 pounds. Requests for loose packing must be made in advance through the post office of mailing.

##### 4.4 Required Sacking

Except as provided in 4.5, a sack, or a letter tray under M033, 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, mailers must apply these methods:

- (1) Pieces weighing 1.92 ounces (0.12 pound) or less must be prepared using the 125-piece minimum.
- (2) Pieces weighing more than 1.92 ounces must be prepared using the 15-pound minimum.

b. For nonidentical-weight pieces, mailers must apply either one of these methods:

- (1) The minimum that applies to the average piece weight for the entire mailing is used. The net weight of the mailing is divided by the number of pieces, and the resulting average single-