

UNITED STATES POSTAL SERVICE RETAIL QUICK REFERENCE SHEET

Effective January 21, 2018

FIRST-CLASS MAIL POSTAGE				SIZE & WEIGHT LIMITS				ADDITIONAL POSTAL RATES & FEES											
Weight Not Over	LETTERS & CARDS max 1/4" thick	LARGE ENVELOPES max 3/4" thick	PACKAGES max 13 oz.	Minimum size for mail is 5" x 3 1/2" x 0.007". Maximum USPS weight is 70 lbs. for all mail. Maximum size is 108" in combined length & girth for Priority Mail. Maximum size is 130" in combined length & girth for USPS Retail Ground				Nonmachinable Letter: Additional postage required for items such as square envelopes or where contents cause envelope to be uneven.					Balloon Price: Packages measuring > 84 inches in combined length and girth and weighing < 20 pounds. Applies to USPS Retail Ground going to Zones 1-9. Priority limited to Zones 1-4.						
	1 oz.	\$0.50	\$1.00	\$3.50	USPS Tracking Provides tracking updates as an item travels to its destination. Customers can obtain tracking updates, including the date and time of delivery or attempted delivery thru usps.com. USPS Tracking can be applied to six domestic retail products including: Priority Mail Express, Priority Mail, First Class Mail parcels, USPS Retail Ground, Library Mail parcels and Media Mail parcels.				Dimensional Weight: Packages where length x width x height > 1728" going to Zones 5-9.										
	2 oz.	\$0.71	\$1.21	\$3.50					Premium Forwarding Service - Residential Online: \$18.45 at Post Office: \$20.10					Weekly Reshipment Fee (See Notice 123 for Business rates) \$20.10					
	3 oz.	\$0.92	\$1.42	\$3.50					Certificate of Mailing (PS Form 3817) \$1.40					Non-Machinable Letter Surcharge \$0.21					
	4 oz.	Letters & LG Env. \$.21 for each add'l oz. \$.21 for Non-Machinable Letter Surcharge NOTE: For letters over 3.5oz, use the postage for Lg Envel.	\$1.63	\$3.50	EXTRA SERVICES AND FEES				DOMESTIC INSURANCE					REGISTERED MAIL					
	5 oz.		\$1.84	\$3.75	Insured Mail provides indemnity coverage in the event of loss, damage or missing contents based on the declared value of an item up to \$5,000.				Declared Value (in addition to postage)					Registered Mail provides the highest level of security afforded by USPS, including a special chain of custody and indemnity up to \$50,000.					
	6 oz.		\$2.05	\$3.75	LIABILITY (Maximum is FEE)				\$0.01 to \$50..... \$2.10					\$0.00 (no insurance)..... \$11.90					
	7 oz.		\$2.26	\$3.75					\$50.01 to \$100..... \$2.70					With insuran.\$0.01 to \$100..... \$12.60					
	8 oz.		\$2.47	\$3.75	\$100.01 to \$200..... \$3.40					\$100.01 to \$500..... \$14.55					\$100.01 to \$500..... \$14.55				
	9 oz.		\$2.68	\$4.10	\$200.01 to \$300..... \$4.50					\$500.01 to \$1000..... \$16.15					\$500.01 to \$1000..... \$16.15				
	10 oz.		\$2.89	\$4.45	\$300.01 to \$400..... \$5.65					\$1000.01 to \$2000..... \$17.75					\$1000.01 to \$2000..... \$17.75				
	11 oz.		\$3.10	\$4.80	\$400.01 to \$500..... \$6.80					See Notice 123 for additional fees up to \$50,000 in value					Registered Mail Restricted Delivery..... \$5.05				
	12 oz.		\$3.31	\$5.15	\$500.01 to \$600..... \$9.15					Registered Mail COD..... \$5.70					Registered Mail COD..... \$5.70				
13 oz.	\$3.52		\$5.50	Per each additional \$100. \$1.30															
For items heavier than 13 oz., use Priority Mail.																			
Postcards (max size 4-1/4" x 6")..... \$0.35																			
EDDM-Std. Flats accepted at Retail..... \$0.178																			
Discount on Metered Letters..... \$0.03																			
PRIORITY MAIL POSTAGE				USPS SIGNATURE SERVICES				SPECIAL HANDLING SERVICES											
Flat Rate Envelope..... \$6.70				Signature Confirmation provides evidence of delivery & requires del.signature. The recipient's delivery record is available electronically by request at usps.com or 1-800-ASK-USPS (1-800-275-8777)				A Special Handling-Fragile (S. H. - Fragile) endorsement must be visible for fragile pieces where Special Handling has been requested and the applicable fee paid.											
Padded Flat Rate Envelope..... \$7.25				Signature Confirmation Service Captures Date/Time Post Office.... \$3.00 Online..... \$2.55				SPECIAL HANDLING SERVICES											
Legal Flat Rate Envelope..... \$7.00								Special Handling - Fragile 10.45											
Small Flat Rate Box..... \$7.20				Sig Conf. Restricted Delivery Captures Date/Time, Delivery Restriction Post Office.... \$8.05 Online..... \$7.60				Fee											
Medium Flat Rate Box..... \$13.65								LIVE ANIMAL TRANSPORTATION FEE											
Large Flat Rate Box..... \$18.90				Adult Signature Required Captures Date/Time, Age Restriction Online..... \$6.10				A Live Animal Transportation Fee of \$0.20 per pound for day-old poultry is charged when mailed Priority Mail Express or Priority Mail to Zones 5-9.											
Lrg. Flat Rate Box to APO/FPO/DPO \$17.40								RETURN RECEIPT											
PRIORITY MAIL EXPRESS POSTAGE				CERTIFIED MAIL				COLLECT ON DELIVERY (COD)											
\$100 free insurance. Additional insurance available.				Certified Mail provides a postmarked (round-dated) mailing receipt, electronic delivery verification and requires a signature to be captured at delivery. The service provides the option to purchase a Return Receipt as electronic or physical evidence that the signature was obtained at delivery.				Sender requires customer to pay for item and shipping. Maximum value for COD coverage up to \$1000.											
Flat Rate Envelope..... \$24.70				Captures Date/Time, Age/Delivery Restriction Online..... \$6.35				\$											
Padded Flat Rate Envelope..... \$25.40								PS Form 3811 at time of mailing..... \$2.75											
Legal Flat Rate Envelope..... \$24.90				Adult Signature Restricted Delivery Captures Date/Time, Age/Delivery Restriction Online..... \$6.35				Electronic at time of mailing..... \$1.50											
If Avail. Sun-Hot Del. Fee \$12.50 10:30am Del Fee \$5.00								ADDITIONAL POSTAL RATES & FEES											
FOREVER/NONDENOMINATED STAMPS																			
Stamped Envelope \$0.63																			
Stamped Post Card \$0.39																			
Post Card Stamp \$0.35																			
Additional Ounce Stamp \$0.21																			
Nonmachinable Letter Stamp \$0.71																			
2 oz. Stamp \$0.71																			
3 oz. Stamp \$0.92																			
"A" Yellow \$0.15 "H" Hat \$0.33																			
"B" Purple \$0.18 Flowers \$0.34																			
"C" Brown \$0.20 Farm Flag \$0.34																			
"D" Green \$0.22 Flag/Toy Cars \$0.37																			
"E" EARTH \$0.25 Flag/Liberty \$0.39				Certified Mail PO or Online \$3.45															
"F" Tulip \$0.29 True Blue Bird \$0.39				Cert. Restrict PO or Online \$8.55															
"G" Glory \$0.32 Flag (Tan) \$0.41				Cert. Adult Sig Online only \$8.55															
Make-Up Stamp (Star) \$0.03				Cert. Adult Sig. Restricted Del. Online only \$8.55															
Breast Cancer (Research) First-Class \$0.60								COD Restricted Delivery \$5.05											

Your local Post Office has ReadyPost boxes, tape, padded bags, and envelopes for sale.

TO FIND ZIP CODES, NEARBY POST OFFICES, ORDER SUPPLIES, OR GET INTERNATIONAL RATES AND FILL OUT CUSTOMS FORMS, VISIT www.usps.com, OR CALL 1-800-ASK-USPS (1-800-275-8777)