

# POSTAL CHEAT SHEET

### MINIMUMS AND MAXIMUMS

LETTER SIZE: LETTER OR LETTER SIZE BOUND BOOKLETS

Size: Max 6-1/8" x 11-1/2", Min: 3 1/2" x 5"

Shapes: Rectangular / Aspect Ratio: Length/Height = 1.3 to 2.5

Thickness: Max: .25", Min: .007 (.009 if over 4-1/4" x 6")

LETTER SIZE: FOLDED/UNSTITCHED SELF MAILERS

Size: Max 6" x 10.5", Min: 3 1/2" x 5"

Shapes: Rectangular / Aspect Ratio: Length/Height = 1.3 to 2.5

\*Thickness: Max: .25". Min: .007 (.009 if over 4-1/4" x 6")

FLATS: LETTER OR SELF MAILERS

Size: Max 12" x 15", Min: 6- 1/8" x 11- 1/2"

Shapes: Rectangular & Squares

Thickness: Max: .75", Min: .25"

**POSTCARDS** 

Size: Max 4-1/4" x 6", Min: 3 1/2" x 5"

Shapes: Rectangular / Aspect Ratio: Length/Height = 1.3 to 2.5

Thickness: Max: .016" (per side), Min: .007 (per side)

\*Double postcards qualify for postcard rates, only if the other half is a business reply.

### IRST-CLASS PRE-SORT MAIL

To qualify for automation you must have 500 or more pieces. Weight not over 3.5 (oz).

	AUTOMATION					
	5-Digit	AADC	Mixed AADC			
1 OZ	\$0.383	\$0.412	\$0.428			
2 OZ	0.383	0.412	0.428			
3 OZ	0.383	0.412	0.428			
3.5 OZ	0.383	0.412	0.428			
POSTCARD	0.257	0.268	0.428			

### **USPS MARKETING MAIL - LETTERS**

ENTRY DISCOUNT	CARRIER ROUTE			AUTOMATION			
	Saturation	High Density Plus	High Density	Basic	5-Digit	AADC	Mixed AADC
NONE	\$0.190	\$0.200	\$0.209	\$0.294	\$0.256	\$0.281	\$0.292
DNDC	0.170	0.180	0.189	0.269	0.234	0.259	0.270
DSCF	0.165	0.175	0.184	0.262	0.288	0.253	-

### **USPS MARKETING MAIL NONPROFIT - LETTERS**

ENTRY DISCOUNT	CARRIER ROUTE			AUTOMATION			
	Saturation	High Density Plus	High Density	Basic	5-Digit	AADC	Mixed AADC
NONE	\$0.111	\$0.115	\$0.124	\$0.209	\$0.138	\$0.163	\$0.173
DNDC	0.091	0.097	0.104	0.184	0.116	0.141	0.151
DSCF	0.086	0.092	0.099	0.177	0.110	0.135	-

# **USPS MARKETING MAIL - FLATS**

ENTRY DISCOUNT AUTOMATION						
5-Digit	3-Digit	AADC	Mixed AADC			
\$0.405	\$0.523	\$0.597	\$0.632			
0.362	0.480	0.554	0.589			
0.352	0.470	0.544	-			
	\$0.405 0.362	<b>5-Digit 3-Digit</b> \$0.405 \$0.523 0.362 0.480	5-Digit         3-Digit         AADC           \$0.405         \$0.523         \$0.597           0.362         0.480         0.554			

# **USPS MARKETING MAIL NONPROFIT - FLATS**

	AUTON	AUTOMATION				
5-Digit	3-Digit	AADC	Mixed AADC			
\$0.231	\$0.349	\$0.423	\$0.458			
0.188	0.306	0.380	0.415			
0.178	0.296	0.370	-			
	\$0.231 0.188	<b>5-Digit</b> \$0.231 \$0.349 0.188 0.306	5-Digit         3-Digit         AADC           \$0.231         \$0.349         \$0.423           0.188         0.306         0.380			

Rates are up to 3.5 oz for letters and 4.0 oz for flats. Above this weight additional postage will apply. Max weight for all Standard mail is 16 oz. To qualify for Standard automation rates you must have 200 or more pieces. Rates are good as of January 27 2019.