



Real. Simple. Mailing.

Effective January 21

2018



USPS® POSTAGE RATE GUIDE



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POSTAL RATES QUICK REFERENCE

FIRST-CLASS LETTERS

WEIGHT	RETAIL RATE	METER RATE
1 oz	\$0.50	\$0.47
2 oz	\$0.71	\$0.68
3 oz	\$0.92	\$0.89
3.5 oz	\$1.13	\$1.10

For weights over 3.5 ounces, see Large Envelopes below.

POSTCARDS

\$0.35 per postcard

LARGE ENVELOPES (FLATS)

WEIGHT	RATE	WEIGHT	RATE
1 oz	\$1.00	7 oz	\$2.26
2 oz	\$1.21	8 oz	\$2.47
3 oz	\$1.42	9 oz	\$2.68
4 oz	\$1.63	10 oz	\$2.89
5 oz	\$1.84	11 oz	\$3.10
6 oz	\$2.05	12 oz	\$3.31
		13 oz	\$3.52

RESOURCES

Notice 123 (USPS® complete pricing): pe.usps.com/

Zone Charts: postcalc.usps.gov/Zonecharts/

Rate Calculator: postcalc.usps.com/

FP Rate Increase Info: fp-usa.com/ratechange/

STAMPS



\$0.50

METERED (3¢ DISCOUNT)



\$0.47

PRIORITY MAIL

MAIL TYPE	RETAIL RATE	COMMERCIAL BASE RATE
1 lb Envelope or Small Box	\$6.70-\$10.60	\$6.55-\$10.02
Flat Rate Envelope	\$6.70	\$6.55
Flat Rate Small Box	\$7.20	\$7.05
Flat Rate Medium Box	\$13.65	\$12.85

PRIORITY EXPRESS MAIL

MAIL TYPE	RETAIL RATE	COMMERCIAL BASE RATE
Flat Rate Envelopes	\$24.70	\$21.98
0.5 lb Envelope or Small Box*	\$24.70-\$40.95	\$21.98-\$36.44
Padded Flat Rate	\$25.40	\$22.46
Legal Flate Rate	\$24.90	\$22.09

*Rate depends on weight & destination.

Sunday/Holiday: Add \$12.50

FIRST-CLASS PACKAGES SERVICE

WEIGHT (NOT OVER)	RETAIL RATE	COMMERCIAL RATE
1 oz	\$3.50	\$2.66
2 oz	\$3.50	\$2.66
3 oz	\$3.50	\$2.66
4 oz	\$3.50	\$2.66
5 oz	\$3.75	\$2.79
6 oz	\$3.75	\$2.92
7 oz	\$3.75	\$3.05
8 oz	\$3.75	\$3.18
9 oz	\$4.10	\$3.34
10 oz	\$4.45	\$3.50
11 oz	\$4.80	\$3.66
12 oz	\$5.15	\$3.82
13 oz	\$5.50	\$4.10
14 oz	N/A	\$4.38
15 oz	N/A	\$4.66
15.99 oz	N/A	\$4.94

EXTRA SERVICES

SERVICE	STANDARD PRICE	ELECTRONIC OR COMMERCIAL BASE PRICE
Certified Mail	\$3.45	\$3.45
Certificate of Mailing (basic)	\$1.40	\$1.40
Registered	\$11.90 and up	\$11.90 and up
Return Receipt	\$2.75	\$1.50
Signature Confirmation	\$3.00	\$2.55

MAILING PRODUCTS

First-Class Letters, First-Class Large Envelopes (Flats),
First-Class Postcards, Presorted (First-Class & Standard),
Nonprofit.



FIRST-CLASS LETTERS

Typical Use: Correspondence, invoices, payments

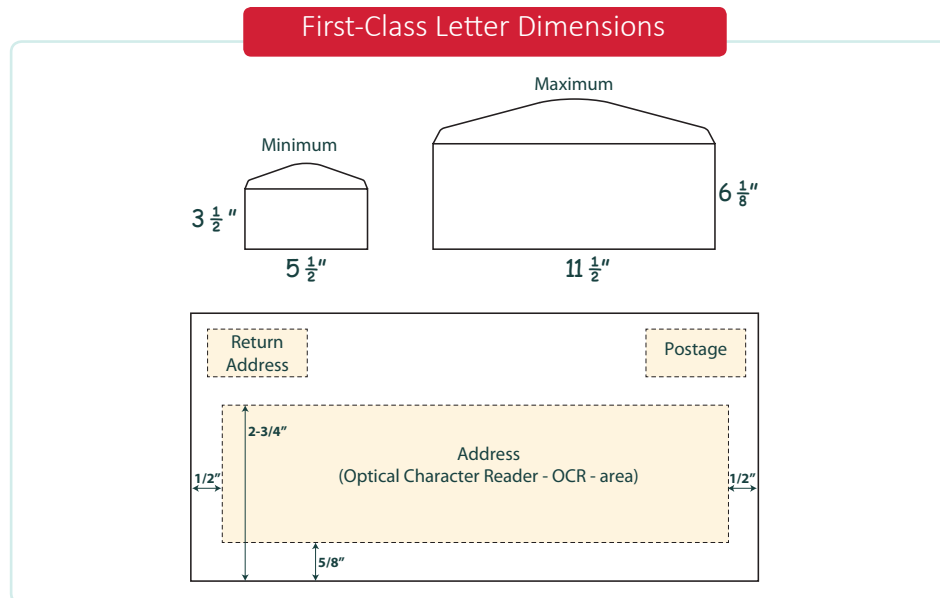
Max Weight: 3.5 oz

Delivery Time: Typically 1-3 business days

RATES FOR FIRST-CLASS LETTERS

WEIGHT	RETAIL RATE	METER RATE
1 oz	\$0.50	\$0.47
2 oz	\$0.71	\$0.68
3 oz	\$0.92	\$0.89
3.5 oz	\$1.13	\$1.10

For weights over 3.5 ounces, see Large Envelopes below.



TIP:

Postage meters have lower First-Class letter rates than stamps

FIRST-CLASS LARGE ENVELOPES (FLATS)

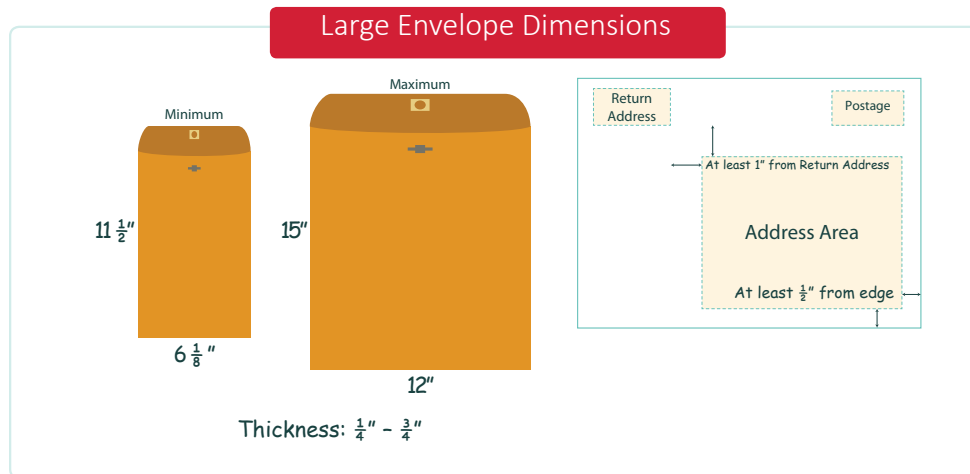
Typical Use: Large envelopes, flat or padded with even thickness; usually for documents

Max Weight: 13 oz (Use Priority Mail for flats over 13 oz)

Delivery time: Typically 1-3 business days

POSTAGE RATES FOR LARGE ENVELOPES

WEIGHT	RATE	WEIGHT	RATE
1 oz	\$1.00	8 oz	\$2.47
2 oz	\$1.21	9 oz	\$2.68
3 oz	\$1.42	10 oz	\$2.89
4 oz	\$1.63	11 oz	\$3.10
5 oz	\$1.84	12 oz	\$3.31
6 oz	\$2.05	13 oz	\$3.52
7 oz	\$2.26		



TIP:

First-Class Flats must be flexible enough to bend 1 inch without damage.

FIRST-CLASS POSTCARDS

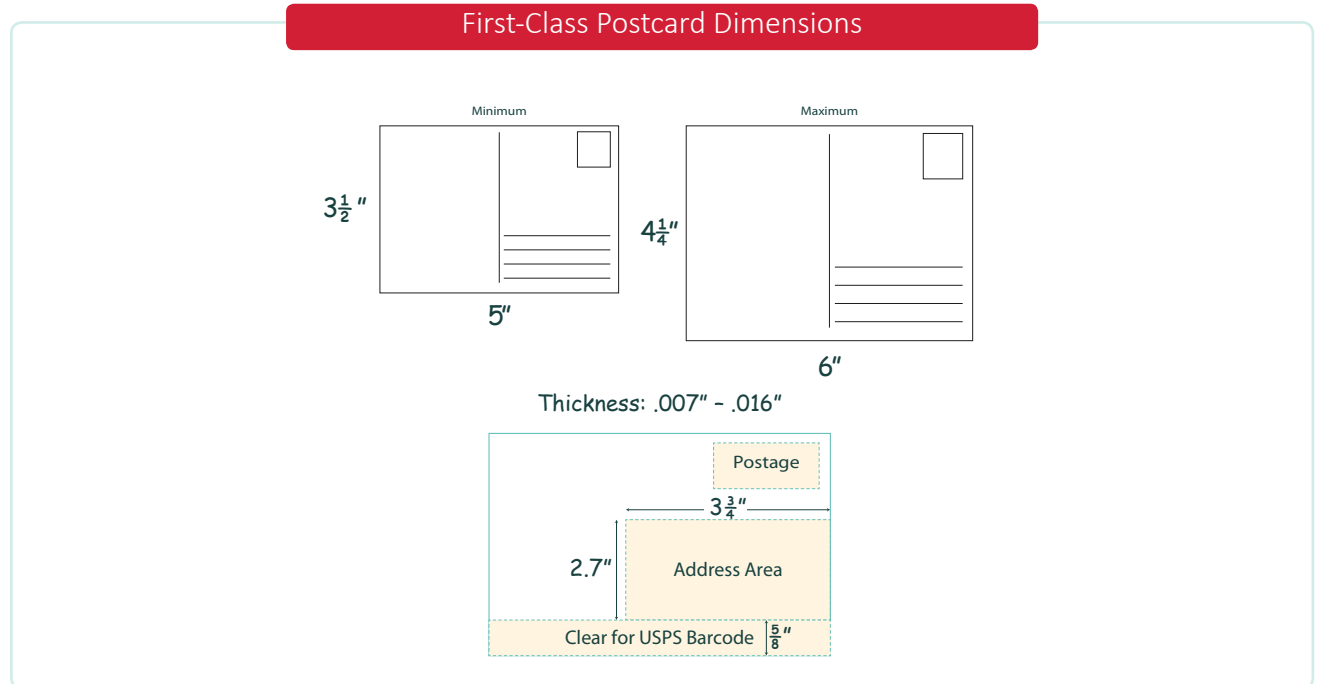
Typical Use: Short notes, reminders, advertising

Max Weight: N/A

Delivery Time: Typically 1-3 business days

POSTAGE RATE FOR POSTCARDS

\$0.35 per postcard



TIP:



FIRST CLASS (PRESORT) & MARKETING MAIL

Presorting your mail can give you much lower postage rates. Group your mail by zip code so all mail pieces going to the same area are in the same bundle or tray.

FIRST-CLASS MAIL (PRESORTED)

First-Class Presorted mail is typically used for personalized/unique mail, such as invoices and statements. Each mailing must contain at least 500 pieces. Delivery is typically 1-3 business days.

Up to 3.5 oz. Automation unless otherwise noted.

FIRST-CLASS PRESORT TYPE	LETTERS (UP TO 3.5 OZ)*	LARGE ENV/FLATS (UP TO 1 OZ)*	POSTCARDS
Machinable, Non-Automation	\$0.458	\$0.799	\$0.280
AUTOMATION	Mixed AADC/ADC	\$0.424	\$0.705
	AADC/ADC	\$0.408	\$0.632
	5-Digit	\$0.378	\$0.474
	3-Digit	N/A	\$0.593
			N/A

*For higher weights pricing, see [USPS Notice 123](#).

MARKETING MAIL

Marketing mail is typically used for general non-personal mail like advertising and catalogs. Each mailing must contain at least 200 pieces. Delivery is typically 2-9 business days.

Up to 3.5 oz. Automation unless otherwise noted.

STANDARD PRESORT TYPE	LETTERS	LARGE ENV (FLATS)
Mixed AADC/ADC	\$0.287	\$0.598
AADC/ADC	\$0.274	\$0.567
3-Digit	N/A	\$0.500
5-digit	\$0.251	\$0.363
ECR Basic	\$0.292	\$0.295
ECR High Density	\$0.200	\$0.248
ECR High Density Plus	\$0.196	\$0.227
EDDM	N/A	\$0.220
ECR Saturation	\$0.186	\$0.219

See Glossary on [Page 18](#) for definitions of Presort Types.

General Requirements & Considerations for First-Class/Standard Presorted:

- ◆ Presorted mail requires first setting up an account with USPS.
- ◆ All addresses should be checked against NCOA (move updates) and CASS (addressing standards).
- ◆ More savings can be achieved by applying an Intelligent Mail Barcode on each piece.
- ◆ Mail is usually dropped off at post office.

TIP:



NONPROFIT

Nonprofit organizations can get significant postage discounts, as much as 84% off retail. You can get as much as a 24% discount with just simple zip code sorting.

Nonprofit mail is sorted and prepared the same way as regular Standard Mail, making it suitable for general mailings like event promotions. It is not applicable to personal/unique mail like invoices or statements.

NONPROFIT RATES

3.3 ounce or less. Automation unless otherwise noted.

STANDARD PRESORT TYPE	LETTERS	FLATS
Mixed AADC/ADC	\$0.172	\$0.432
AADC/ADC	\$0.159	\$0.401
3-Digit	N/A	\$0.334
5-digit	\$0.136	\$0.227
ECR Basic	\$0.210	\$0.213
ECR High Density	\$0.118	\$0.166
ECR High Density Plus	\$0.117	\$0.144
ECR Saturation, Letter EDDM	\$0.111	\$0.136
EDDM Flats	N/A	\$0.137

See Glossary on [Page 18](#) for definitions of Presort Types.



TIP:



SHIPPING PRODUCTS

First-Class Packages (Parcels), Parcel Select, Priority Mail—Flat Rate, Priority Mail—Your Packaging, Priority Mail Express—Flat Rate, Priority Mail Express—Your Packaging, Media & Library Mail, International Packages.



FIRST-CLASS PACKAGES SERVICE

Typical Use: Low cost option for shipping lightweight packages

Max Weight: 15.99 oz

Delivery Type: Typically 1-3 days in U.S. (Use Priority Mail or Parcel Select for items over 13 oz)

FIRST-CLASS PACKAGES SERVICE

WEIGHT ^(NOT OVER)	RETAIL RATE	COMMERCIAL RATE
1 oz	\$3.50	\$2.66
2 oz	\$3.50	\$2.66
3 oz	\$3.50	\$2.66
4 oz	\$3.50	\$2.66
5 oz	\$3.75	\$2.79
6 oz	\$3.75	\$2.92
7 oz	\$3.75	\$3.05
8 oz	\$3.75	\$3.18
9 oz	\$4.10	\$3.34
10 oz	\$4.45	\$3.50
11 oz	\$4.80	\$3.66
12 oz	\$5.15	\$3.82
13 oz	\$5.50	\$4.10
14 oz	N/A	\$4.38
15 oz	N/A	\$4.66
15.99 oz	N/A	\$4.94

*RETAIL = Purchase at local Post Office.

**CBP = Commercial Base Pricing, available with meters/software or online postage.

Commercial Base Pricing

How to Get Commercial Base Pricing Discounts

Commercial Base Pricing (CBP) is available when you use a postage meter or online postage service. For example, FP's PostBase meter combined with MailOne software offers CBP, which may enable you to quickly save enough in postage to recoup the equipment/software cost.

TIP:

Postage meters and online mail services can print IMpb® labels at the commercial rate.



RETAIL GROUND (STANDARD POST)

Typical Use: Purchased at Post Office retail counter. Ideal for large packages (Includes tracking)

Max Weight: 70 lbs

Delivery Type: Typically 2-8 business days

RETAIL GROUND RATES

Retail Ground prices range from \$6.70 to \$183.75 depending on weight and destination.

Retail Pricing


What is Retail Ground?

USPS Retail Ground is primarily intended for single-piece mailings which consist of any mailable matter that is not required to be mailed as First-Class Mail and includes USPS Tracking at no additional charge. It is commonly used for gifts and merchandise.

It is generally presented at a USPS retail service counter where USPS Tracking service can be initiated.

Prices are based on the zone (distance) to which the parcel is addressed and the weight of the parcel. While any mailable matter not required to be mailed as First-Class Mail is permitted to Zones 5-8, Zones 1-4 items are limited to mailable hazardous materials, live animals, and other "surface-only" items.

TIP:



Choose Retail Ground for occasional large packages with "less-than-urgent"

PARCEL SELECT GROUND

Typical Use: Low cost option for ground shipping medium-large size packages

Max Weight: 70 lbs

Delivery Time: Typically 2-8 days. Includes tracking

PARCEL SELECT RATES

Parcel Select prices range from \$6.55 to \$178.87, depending on weight and destination.

Parcel Select is a commercial service (similar to Commercial Base Pricing), which is slightly less costly than its Retail counterpart, Retail Ground (formerly Standard Post).

Dimensions

At least 3 inches high x 6 inches long x 1/4 inch thick.

Maximum 108 inches in length + girth combined (up to 130 inches with additional fee).

Maximum weight 70 lbs

TIP:

Choose Parcel Select when cost is more important than delivery time.



PRIORITY MAIL—FLAT RATE

Typical Use: Reasonable cost option for small to medium size packages. Includes tracking and insurance (\$50 retail, \$100 CBP)

Max Weight: 70 lbs

Delivery Time: 1-3 business days

TIP:



PRIORITY MAIL FLAT RATES

5-3/8" x 8-5/8" x 1-5/8"



SMALL BOX

\$7.20 RETAIL*
\$7.05 CBP**

9-1/2" x 12-1/2"



ENVELOPE

\$6.70 RETAIL*
\$6.55 CBP**

9-1/2" x 12-1/2"



PADDED ENVELOPE

\$7.25 RETAIL*
\$7.10 CBP**

9-1/2" x 15"



LEGAL ENVELOPE

\$7.00 RETAIL*
\$6.85 CBP**

11" x 8-1/2" x 5-1/2"



MEDIUM BOX

\$13.65 RETAIL*
\$12.85 CBP**

12" x 12" x 5-1/2"



LARGE BOX

\$18.90 RETAIL*
\$17.65 CBP**

*RETAIL = at local Post Office.

**CBP = Commercial Base Pricing, available with meters/software or online postage.

PRIORITY MAIL—YOUR PACKAGING

Typical Use: Use your own packaging instead of USPS boxes for Priority Mail, Includes tracking.

Max Weight: 70 lbs

Delivery Time: 1-3 business days

PRIORITY MAIL RATES (YOUR PACKAGING)

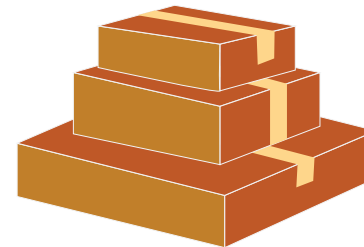
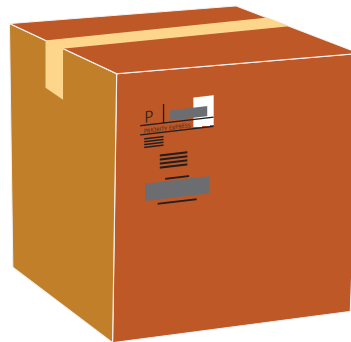
When you use your own packaging, the Priority Mail price depends on package weight and destination.

Retail Pricing*: From \$6.70 to \$200.10

Commercial Base Pricing (CBP):** From \$6.55 to \$186.49

*RETAIL = Purchase at local Post Office.

**CBP = Commercial Base Pricing, available with meters/software or online postage.



Priority Express Mail is the fastest way to ship with the USPS.

TIP:

USPS will pick up Priority Mail free if your parcel is packed and labeled.



PRIORITY MAIL EXPRESS—FLAT RATE

Typical Use: Guaranteed overnight/expedited service (domestic U.S.), including 365 days/year in many cases. Includes tracking.

Max Weight: 70 lbs

Delivery Time: 1-2 days

PRIORITY EXPRESS MAIL FLATS



ENVELOPE
\$24.70 RETAIL
\$21.98 CBP



PADDED ENVELOPE
\$25.40 RETAIL
\$22.46 CBP



LEGAL ENVELOPE
\$24.90 RETAIL
\$22.09 CBP

*RETAIL = Purchase at local Post Office.

**CBP = Commercial Base Pricing, available with meters/software or online postage.

TIP:



PRIORITY MAIL EXPRESS—YOUR PACKAGING

Typical Use: Use your own packaging instead of USPS boxes for Priority Express Mail, Includes tracking.

Max Weight: 70 lbs **Max Length+Girth:** 108 in

Delivery Time: Overnight (most destinations) or 2-day

PRIORITY EXPRESS MAIL RATES (YOUR PACKAGING)

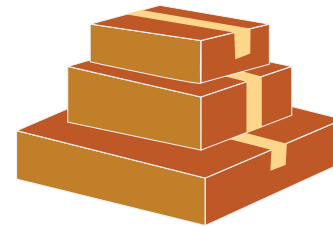
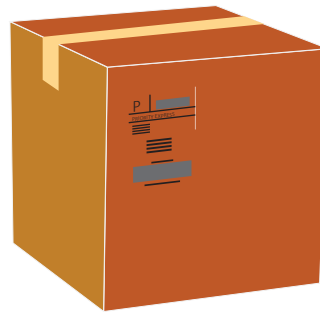
When you use your own packaging, the Priority Express Mail price depends on package weight and destination.

Retail Pricing*: From \$24.70 to \$485.90

Commercial Base Pricing (CBP):** From \$21.98 to \$433.01

*RETAIL = Purchase at local Post Office.

**CBP = Commercial Base Pricing, available with meters/software or online postage.



Priority Express Mail is the fastest way to ship with the USPS.

TIP:

Morning, Sunday
and holiday
deliveries are
available for an
extra fee.



MEDIA & LIBRARY MAIL

Typical Use: Media and Library Mail are intended for mailing educational materials

Maximum Weight: 70 lbs

Delivery Time: USPS® does not guarantee delivery time, but it's typically 2-9 business days

MEDIA MAIL

USPS defines Media Mail as any of the following:

Print—Books, manuscripts, printed music, printed educational material, medical information

Recorded Media—Film, sound recordings

MEDIA MAIL RATES

WEIGHT	RETAIL PRICE*	COMMERCIAL PRESORTED PRICE**
1 lb	\$2.66	\$2.54
Each additional pound	\$0.51	\$0.51

*RETAIL = Purchase at local Post Office.

**COMMERCIAL PRESORTED PRICE = Requires minimum volumes and mail sorting.

LIBRARY MAIL

USPS defines Library Mail as any of the following sent to or from a school, college, university, public library, museum, herbarium, or nonprofit organization:

Print—Books, printed music, bound academic papers, periodicals

Recorded Media—Sound recordings

LIBRARY MAIL RATES

WEIGHT	RETAIL PRICE*	COMMERCIAL PRESORTED PRICE**
1 lb	\$2.53	\$2.41
Each additional pound	\$0.48	\$0.48

TIP:



INTERNATIONAL

USPS® offers several international mail options to meet your needs

INTERNATIONAL RATES

MAIL SERVICE	DELIVERY TIME	RETAIL RATE*	COMMERCIAL RATE**
First-Class Package International	Typically 2-3 weeks (not guaranteed)	\$10.00 and up	\$9.50 and up
Priority Mail International • to Canada • to other countries	6-10 bus. days	\$33.00 and up \$40.25 and up	\$31.35 and up \$38.24 and up
Priority Mail International Flat Rate • to Canada • to other countries	6-10 bus. days	\$24.95 and up \$31.00 and up	\$23.70 and up \$29.45 and up
Priority Mail Express International	3-5 bus. days	\$42.50 and up	\$40.38 and up
Priority Mail Express International Flat Rate Envelope	3-5 bus. days	\$43.00 and up	\$40.85 and up
Global Express Guaranteed (.5 lb)	1-3 bus. days	\$64.50 and up	\$61.28 and up

*RETAIL = Purchase at local Post Office.

**CBP = Commercial Base Pricing, available with meters/software or online postage.

TIP:

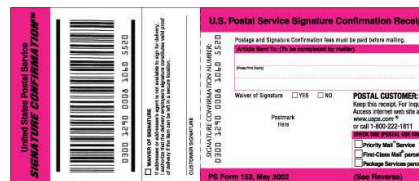
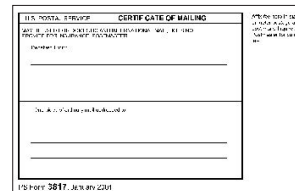
The total length + girth must be under 108 inches for international packages.



ADDITIONAL ITEMS



These special add-on services enhance your mailings with additional verification and security options



SERVICE	STANDARD PRICE*	ELECTRONIC OR COMMERCIAL BASE PRICE**
Certified Mail	\$3.45	N/A
Certified Mail Restricted Delivery	\$8.55	N/A
Get proof of mailing for items that don't come with USPS Tracking.		
Certificate of Mailing	\$1.40	N/A
Get documented proof of mailing. (Does not include delivery proof. Only available at local post office.)		
Registered	\$11.90 and up	N/A
For very valuable items. In addition to proof of mailing and delivery, provides documented chain of custody.		
Return Receipt	\$2.75 (by mail)	\$1.50 (electronic)
Get proof of delivery with signature for items that don't come with USPS Tracking.		
Signature Confirmation	\$3.00	\$2.55
Require and get recipient's signature.		

*RETAIL = Purchase at local Post Office.

**CBP = Commercial Base Pricing, available with meters/software or online postage.

TIP:



If you only need proof of mailing consider Certificate of Mailing.

MAILER'S GLOSSARY

3-Digit, 5-Digit Automation — Mail is presorted by the first 3 digits or 5 digits of recipient zip codes.

AADC (Automated Area Distribution Center) — A USPS distribution center that scans and processes automation-compatible mail.

Automation — Mail class for mail that can be scanned and processed by USPS automation equipment. (See Machinable below.)

Carrier Route Presort Mail — Discounted mail sorted by carrier routes. (See Enhanced Carrier Route below.)

CASS (Coding Accuracy Support System) — A USPS electronic service that verifies the syntax and accuracy of addresses.

Certified Mail — USPS extra service for First-Class and Priority Mail that provides the sender with a receipt at the time of mailing

Commercial Base Pricing (CBP) — Discounted postage pricing offered by USPS online, PC postage, and some postage meters/software.

Direct Mail — Advertising and promotional mail delivered to potential customers (e.g. brochures, catalogs, postcards, newsletters and sales letters).

Enhanced Carrier Route (ECR) — A type of Carrier Route Presort Mail (see above) that is automation compatible and sorted by carrier route sequence.

First-Class Mail (FCM) — A collection of letter, flat, and lightweight parcel subclasses, typically delivered within 1-3 business days.

Flat — Legacy USPS term for a large envelope

Franking Machine — European term for postage meter

Indicia — An imprint that represents U.S. postage printed by an authorized postage meter.

Information Based Indicia (IBI) — refers to a legacy type of postage meter imprint (indicia) that contains an encrypted 2-D data matrix barcode combined with human readable postage information that conforms to February 2000 performance criteria.

Intelligent Mail Indicia (IMI) — refers to the most current type of postage meter imprint (indicia) that contains an encrypted 2-D data matrix barcode combined with human readable postage information that conforms to March 2013 performance criteria.

IM[®]pb — Intelligent Mail Package Barcode — a tracking barcode on a USPS shipping label for packages

Letter — A message to a particular person, written on a mailpiece no larger than 11½"x6⅞"x¼", typically enclosed in an envelope.

Library Mail — A package service mail class intended for media items (e.g. books, documents and recordings) sent between educational institutions.

Machinable — Mail that is compatible with USPS automated scanning & processing equipment. (See Automation above.)

Media Mail — A package service mail class intended for non-promotional media (e.g. books, documents and recordings).

Metered Mail — Mail printed with an indicia from an authorized postage meter provider

National Change of Address (NCOA) — A USPS database containing U.S. resident changes of address. Can be accessed electronically via the National Change of Address Linkage System to correct addresses before printing them.

Nonprofit Mail — A set of discounted mail rates available to qualifying non-profit organizations.

Package/Parcel — A mailpiece larger than a letter or flat, typically (but not necessarily) a box.

Permit Imprint — a pre-printed postage indicia containing the mailing permit number that represents postage paid in advance from a USPS deposit account for "bulk" mailing

Presorted Mail — A set of postage discounts based on sorting mail prior to handing off to the post office, usually requiring at least 200 or 500 pieces per mailing.

Registered Mail — An extra service intended for very valuable mailpieces. In addition to proof of mailing and delivery, provides documented chain of custody.

Return Receipt — An extra service that provides sender with proof of delivery, including recipient signature for items that don't come with USPS Tracking.



140 N Mitchell Ct
Addison, IL 60101



Real. Simple. Mailing.

Why FP?

Plugged into over 230,000 mailrooms worldwide, FP Mailing Solutions is the fastest growing mail machine systems company in the U.S.

Real people. – With over 1,100 employees, FP provides all of our customers with a dedicated customer service team located in the U.S.

Simple processes. – FP invests in research and development in order to continue to provide our customers with the simplest of solutions. FP is the leader in mailroom technology, being the first postage meter company to introduce a digital and USPS® IMI Compliant meter.

Mailing solutions. – With over 90 years of experience, and operations in over 40 countries, it's easy to see what makes FP Mailing Solutions the industry expert in mailroom solutions and technology.