



# Nonprofit Standard Mail-Postage (cont.)

**Part B** Letters-3.3 oz. (0.2063 lb.) or less **Part E** Flats-3.3 oz. (0.2063 lb.) or less

Machinable					Part E					
Entry	Price Category	Price	No. of Pieces	Total Postage	Entry	Price Category	Price	No. of Pieces	Total Postage	
B1	None	AADC	\$0.181		E3	None	5-Digit	\$0.299		
B2	None	Mixed AADC	0.198		E4	None	3-Digit	0.362		
B3	DNDC	AADC	0.145		E5	None	ADC	0.417		
B4	DNDC	Mixed AADC	0.162		E6	None	Mixed ADC	0.465		
B5	DSCF	AADC	0.135		E9	DNDC	5-Digit	0.265		

**Nonmachinable - 3.3 oz. (0.2063 lb.) or less**

B6	None	5-Digit	\$0.372		E10	DNDC	3-Digit	0.328	
B7	None	3-Digit	0.461		E11	DNDC	ADC	0.383	
B8	None	ADC	0.487		E12	DNDC	Mixed ADC	0.431	
B9	None	Mixed ADC	0.556		E15	DSCF	5-Digit	0.255	
B10	DNDC	5-Digit	0.336		E16	DSCF	3-Digit	0.318	
B11	DNDC	3-Digit	0.425		E17	DSCF	ADC	0.373	
B12	DNDC	ADC	0.451						
B13	DNDC	Mixed ADC	0.520						
B14	DSCF	5-Digit	0.326						
B15	DSCF	3-Digit	0.415						
B16	DSCF	ADC	0.441						

**Part E Total (add lines E3-E17)**

**Nonmachinable Letters Over 3.3 oz. but less than 16 oz.**

Entry	Price Category	Piece Price	Or Amount Affixed	No. of Pieces	Pieces Subtotal	Pound Price	Pounds	Pounds Subtotal	Total Postage
B17	None	5-Digit	\$0.160			\$0.683			
B18	None	3-Digit	0.223			0.683			
B19	None	ADC	0.278			0.683			
B20	None	Mixed ADC	0.326			0.683			
B21	DNDC	5-Digit	0.160			0.517			
B22	DNDC	3-Digit	0.223			0.517			
B23	DNDC	ADC	0.278			0.517			
B24	DNDC	Mixed ADC	0.326			0.517			
B25	DSCF	5-Digit	0.160			0.467			
B26	DSCF	3-Digit	0.223			0.467			
B27	DSCF	ADC	0.278			0.467			

For affixed postage mailings as described in DMM 243, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.

**Part B Total (add lines B1-B27)**

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## Nonprofit Standard Mail NZ-Instructions

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### Nonprofit Standard Mail - Easy Nonautomation Letters or Flats Instructions

Use this form only for nonautomation letters or flats at Nonprofit Standard Mail prices.

**Step 1:** Complete Mailer and Mailing sections on pages 1 and 2 applicable to the mailing presented. For all sections not applicable, enter N/A.

**Step 2:** Complete the Postage section for applicable category - Presorted Letters and Flats, as follows:  
Fill in the number of pieces at each presort and entry discount level on the appropriate line in section B or section E.  
Multiply the number of pieces by the corresponding postage price. For Permit Imprint mailings, round off to four decimal places. On Postage Affixed mailings round off to three decimal places.

**Step 3:** Add the postage (lines B1 through B5 for machinable letters; lines B6 through B16 for nonmachinable letters 3.3 oz or less; lines B17 through B27 for nonmachinable letters over 3.3 oz but less than 16 oz; and E3 through E17 for flats). Enter the subtotal for Part B or Part E on the appropriate Part B or E Subtotal line. Enter the Total Postage, rounded off to two decimal places on the Total Postage line.

**Step 4:** Complete the line for Postage Affixed (if applicable). Check the box for the Price at Which Postage Affixed (Correct, Lowest, or Neither). Multiply the number of pieces times the postage affixed and put the total in the blank line for Postage Affixed. Subtract the amount of Postage Affixed from the Total Postage; enter remainder in Net Postage

**Step 5:** Read and sign the Certification section, including your telephone number.

**Information:** For more information on mailing standards, prices, and fees, please go to Postal Explorer at [pe.usps.com](http://pe.usps.com).