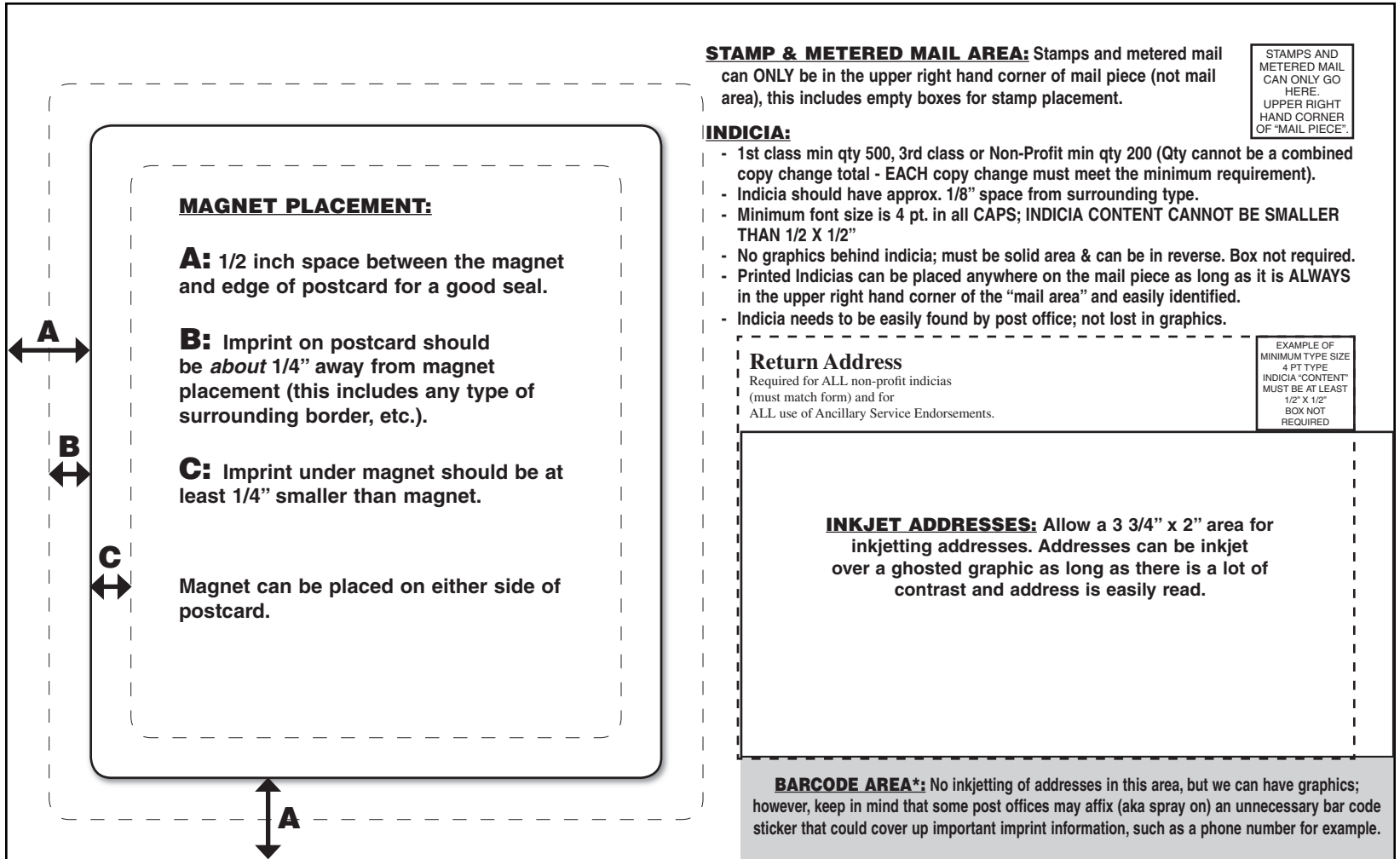


BULK MAIL TEMPLATE FOR USPS NON-AUTOMATED, NON-MACHINABLE MAIL PIECES.



BULK MAIL FORMS (REQUIRED): Forms must be filled out and returned by dist. before processing order.

- If Gardner 1st Class is selected, we MUST have USPS Form 6014 Returned (per USPS).
- If Gardner 3rd Class is selected, form 6014 is not required at this time (per USPS).
- "Or Current Resident" is an option for both indicias.
- Non-Profit (Ship from Gardner) - Must meet certain criteria: USPS form 3623 w/letter of intent on official letterhead & signed by Officer and all must have been sent to the Gardner Post Office for authorization (need original documentation mailed in.)

CUSTOM SIZE POSTCARDS: Min. custom size is 4.25x5".

ALTERNATIVE ADDRESSING (POSTAL CUSTOMER, RESIDENTIAL CUSTOMER, BUSINESS CUSTOMER-ONLY THESE OPTIONS): We can print this on the postcard ONLY if the dist. is ALSO in the same city as the indicia that is being printed. Customer can ONLY use if it is a Rural Route--only box sections w/o city delivery. We cannot use our indicia and ship somewhere else other than Gardner, KS. (USPS A040.1.5)

ANCILLARY SERVICE ENDORSEMENTS: 1/4" space around ALL sides of the endorsement (this is NOT the same as "or current resident"). Can ONLY be in one of four places on the mail piece, will need form 6014 for both 1st & 3rd class - see DMM for proper placement.

* Notes are based on "non-machinable, non-automated" mail pieces. Currently ALL our products are non-machinable, non-automated. (07/05)