LETTER-SIZE MAIL DIMENSIONAL STANDARDS TEMPLATE

USE THIS TEMPLATE TO CHECK FOR MINIMUM SIZE, PROPER HEIGHT TO LENGTH RATIO AND THICKNESS.

MAXIMUM POSTCARD DIMENSIONS - 4 1/4" BY 6"

MINIMUM PIECE DIMENSIONS - 3 1/2" by 5" and at least .007 inches thick. To be mailable, piece edges must touch or extend beyond dotted lines.

STANDARD SIZES (Only for First-Class Mail weighing one ounce or less):

THE TIP OF THE UPPER RIGHT CORNER OF THE MAILPIECE MUST TOUCH THIS SHAPED AREA TO BE MAILED AT REGULAR POSTAGE.

A SURCHARGE WILL BE ADDED TO NON-STANDARD SIZE MAIL.

6 1/8 inches

Maximum Height of LETTER-SIZE Mail

Check the thickness and height standards by sliding the piece through the 1/4-inch slot lengthwise. If piece does not pass through, CHARGE REGULAR POSTAGE PLUS SURCHARGE.

Nonstandard First-Class Mail Size Limits. A piece of First-Class Mail weighing 1 ounce or less is nonstandard if it exceeds any of the following size limits:

a. Its length exceeds 11-1/2 inches.
b. Its height exceeds 6-1/8 inches.
c. Its thickness exceeds 1/4 inch.
d. Its aspect ratio (length divided by height) does not fall between 1 to 1.3 and 1 to 2.5, inclusive.

TO USE TEMPLATE, PLACE LOWER LEFT CORNER OF PIECE HERE.

Notice 3A/AUG 1998