

Pre-Sorted Standard/Marketing Mail – Regular and Non-Profit

Personal information may not be included in a USPS Marketing Mail mailpiece unless all of the following conditions are met:

- The mail piece contains explicit advertising for a product or service for sale or lease or an explicit solicitation for a donation.
- All of the personal information is directly related to the advertising or solicitation.
- The exclusive reason for inclusion of all of the personal information is to support the advertising or solicitation in the mail piece.

Basic Requirements for Pre-Sorted Standard/Marketing Mail – Regular and Non-Profit

- *Minimum 200 pieces (or 50 pounds).*
- *Letter Maximum Weight: 3.5 ounces.*
- *Maximum Weight: 16 ounces*
- *Letter-size pieces that are square, rigid or meet at least one of the nonmachinable characteristics are subject to the nonmachinable surcharge.*
- *Flat-size pieces that are rigid, nonrectangular, or have uneven thickness will pay the parcel price.*
- *First-Class Mail includes: cards, letters, flats, and parcels that weigh 13 ounces or less.*

Forwarding Service and Return Service

For return of pieces bearing the ancillary service markings “Address Service Requested” and “Forwarding Service Requested.” Weighted fee equals single-piece First-Class Mail, First-Class Package Service — Retail, or Priority Mail price multiplied by 2.472. **NOTE: Customer must specifically ask for the ancillary endorsement to be included on standard/marketing mail including non-profit.**

Service Description

USPS Marketing Mail (formerly Standard Mail) may receive deferred handling. The USPS does not guarantee the delivery of USPS Marketing Mail within a specified time.