



POSTAL CHEAT SHEET

MINIMUMS AND MAXIMUMS



LETTER SIZE:

Size:

Shapes:

Thickness:

LETTER OR LETTER SIZE BOUND BOOKLETS

Max 6-1/8" x 11-1/2", Min: 3 1/2" x 5"

Rectangular / Aspect Ratio: Length/Height = 1.3 to 2.5

Max: .25", Min: .007 (.009 if over 4-1/4" x 6")



LETTER SIZE:

Size:

Shapes:

*Thickness:

FOLDED/UNSTITCHED SELF MAILERS

Max 6" x 10.5", Min: 3 1/2" x 5"

Rectangular / Aspect Ratio: Length/Height = 1.3 to 2.5

Max: .25", Min: .007 (.009 if over 4-1/4" x 6")



FLATS:

Size:

Shapes:

Thickness:

LETTER OR SELF MAILERS

Max 12" x 15", Min: 6- 1/8" x 11- 1/2"

Rectangular & Squares

Max: .75", Min: .25"



POSTCARDS

Size:

Shapes:

Thickness:

Max 4-1/4" x 6", Min: 3 1/2" x 5"

Rectangular / Aspect Ratio: Length/Height = 1.3 to 2.5

Max: .016" (per side), Min: .007 (per side)

**Double postcards qualify for postcard rates, only if the other half is a business reply.*

FIRST-CLASS PRE-SORT MAIL

To qualify for automation you must have 500 or more pieces. Weight not over 3.5 (oz).

	AUTOMATION		
	5-Digit	AADC	Mixed AADC
1 OZ	\$0.383	\$0.412	\$0.428
2 OZ	0.383	0.412	0.428
3 OZ	0.383	0.412	0.428
3.5 OZ	0.383	0.412	0.428
POSTCARD	0.257	0.268	0.428

USPS MARKETING MAIL - LETTERS

ENTRY DISCOUNT	CARRIER ROUTE				AUTOMATION		
	Saturation	High Density Plus	High Density	Basic	5-Digit	AADC	Mixed AADC
NONE	\$0.190	\$0.200	\$0.209	\$0.294	\$0.256	\$0.281	\$0.292
DNDC	0.170	0.180	0.189	0.269	0.234	0.259	0.270
DSCF	0.165	0.175	0.184	0.262	0.288	0.253	-

USPS MARKETING MAIL NONPROFIT - LETTERS

ENTRY DISCOUNT	CARRIER ROUTE				AUTOMATION		
	Saturation	High Density Plus	High Density	Basic	5-Digit	AADC	Mixed AADC
NONE	\$0.111	\$0.115	\$0.124	\$0.209	\$0.138	\$0.163	\$0.173
DNDC	0.091	0.097	0.104	0.184	0.116	0.141	0.151
DSCF	0.086	0.092	0.099	0.177	0.110	0.135	-

USPS MARKETING MAIL - FLATS

ENTRY DISCOUNT	AUTOMATION			
	5-Digit	3-Digit	AADC	Mixed AADC
NONE	\$0.405	\$0.523	\$0.597	\$0.632
DNDC	0.362	0.480	0.554	0.589
DSCF	0.352	0.470	0.544	-

USPS MARKETING MAIL NONPROFIT - FLATS

ENTRY DISCOUNT	AUTOMATION			
	5-Digit	3-Digit	AADC	Mixed AADC
NONE	\$0.231	\$0.349	\$0.423	\$0.458
DNDC	0.188	0.306	0.380	0.415
DSCF	0.178	0.296	0.370	-

Rates are up to 3.5 oz for letters and 4.0 oz for flats. Above this weight additional postage will apply. Max weight for all Standard mail is 16 oz. To qualify for Standard automation rates you must have 200 or more pieces. Rates are good as of January 27 2019.