

United States Postal Service®

INDUSTRYALERT

Updated USPS Extra Service Forms

New and Updated Forms Available Soon

As part of the Postal Service's ongoing efforts to simplify products and services, effective May 31, 2015, several updated and two new Extra Service forms will be implemented.

Certain new or revised Extra Service forms can either be printed by customers at: <http://about.usps.com/forms-publications/welcome.htm> (PS Forms 3606, 3606-D, 3665, 3806, 3811-A, and 3877) or ordered online at: <https://store.usps.com/store/> (PS Forms 153, 3800, 3811, 3813, 3813-P, and 3816). These Extra Service forms will be available for printing or ordering by customers on May 15, 2015, but are not intended for use until May 31, 2015.

For mailers who privately print Extra Service forms, the same certification process as stated in DMM 503.1.7.2 must be followed for the new or revised forms. The available new and revised forms are:

Extra Service PS Form #	Extra Service Form Name	Change Status
153	Signature Confirmation Receipt	Updated
3606	Certificate of Bulk Mailing (International)*	Updated
3606-D	Certificate of Bulk Mailing (Domestic)*	New Form
3665	Certificate of Mailing – Firm (Domestic)*	New Form
3800	Certified Mail Receipt	Updated
3804	Return Receipt for Merchandise	Updated
3811	Domestic Return Receipt	Updated
3811-A	Request for Delivery Information/Return Receipt	Updated
3813	Insured Mail Receipt \$500 and Under	Updated
3813-P	Insured Mail Receipt Over \$500	Updated
3816	Collect on Delivery	Updated
3877	Firm Mailing Book for Accountable Mail*	Updated

*Until further notice, the Postal Service has granted a grace period for the adoption of Certificate of Mailing and Certificate of Bulk Mailing forms and will allow mailers to use up existing supplies of their current facsimiles prior to switching to the new form(s).

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