Use this form for First-Class Mail.

**Permit Holder** Name, Address, Email, Telephone

<table>
<thead>
<tr>
<th>CRID</th>
<th>Permit Imprint</th>
<th>Precanceled Stamps</th>
<th>Metered</th>
<th>Move Update Method</th>
<th>Ancillary Service Endorsement</th>
<th>Alternative Method</th>
<th>OneCode ACS</th>
<th>NCOA/Link</th>
<th>ACS</th>
</tr>
</thead>
</table>

**Post Office of Mailing**

<table>
<thead>
<tr>
<th>Mailer’s Mailing Date</th>
<th>Total Weight</th>
<th>Processing Category</th>
</tr>
</thead>
</table>

**Type of Postage**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
</table>

This is a Political Campaign Mailing   No

This is Official Election Mail   No

**Category**

<table>
<thead>
<tr>
<th>Presort Level</th>
<th>Price</th>
<th>Number of Pieces</th>
<th>Total Postage</th>
</tr>
</thead>
</table>

Postcards Eligible for Postcard Prices

**Postage**

<table>
<thead>
<tr>
<th>Category</th>
<th>Presort Level</th>
<th>Price</th>
<th>Number of Pieces</th>
<th>Total Postage</th>
</tr>
</thead>
</table>

Letters

**Postage**

<table>
<thead>
<tr>
<th>Presort Level</th>
<th>Price</th>
<th>Number of Pieces</th>
<th>Total Postage</th>
</tr>
</thead>
</table>

Flats

**Postage**

<table>
<thead>
<tr>
<th>Presort Level</th>
<th>Price</th>
<th>Number of Pieces</th>
<th>Total Postage</th>
</tr>
</thead>
</table>

**Total Postage (Add parts totals)**

Price at Which Postage Affixed (Check one).  ____  Correct  ____  Lowest  ____  Neither

Complete if mailing includes pieces bearing metered/PC Postage or precanceled stamps.

Net Postage Due (Subtract postage affixed from total postage)

**Certification**

The mailer’s signature certifies acceptance of liability for and agreement to pay any revenue deficiencies assessed on this mailing, subject to appeal. If an agent signs this form, the agent certifies that he or she is authorized to sign on behalf of the mailer and that the mailer is bound by the certification and agrees to pay any deficiencies. In addition, agents may be liable for any deficiencies resulting from matters within their responsibility, knowledge, or control. The mailer hereby certifies that all information furnished on this form is accurate, truthful, and complete; that the mail and the supporting documentation comply with all postal standards and that the mailing qualifies for the prices and fees claimed; and that the mailing does not contain any matter prohibited by law or postal regulation. I understand that anyone who furnishes false or misleading information on this form or who omits information required on this form may be subject to criminal and/or civil penalties, including fines and imprisonment.

Privacy Notice: For information regarding our Privacy Policy visit www.usps.com.

Signature of Mailer or Agent  Printed Name of Mailer or Agent Signing Form  Telephone

Additional Postage Payment (State reason)

For postage affixed, add additional payment to net postage due; for permit imprint, add additional payment to total postage.

Total Adjusted Postage Affixed

Postmaster: Report Total Postage in AIC 121 (Permit Imprint Only)

Total Adjusted Postage Permit Imprint

**USPS Use Only**

To be completed in non-PostalOne! sites

I CERTIFY that this mailing has been inspected for each item below if required:

(1) eligibility for postage prices claimed;
(2) proper preparation (and presort where required);
(3) proper completion of postage statement;
(4) payment of annual fee; and
(5) sufficient funds on deposit (if required)

<table>
<thead>
<tr>
<th>Weight of a Single Piece</th>
<th>Total Weight</th>
<th>Are postage figures at left adjusted from mailer’s entries?</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Total Pieces</th>
<th>Total Postage</th>
</tr>
</thead>
</table>

| Presort Verification Performed? (If required) | Yes | No |

Date Mailer Notified  Contact

By (Initials)  Time  AM  PM

USPS Employee’s Signature  Print USPS Employee’s Name

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PS Form 3600-EZ, January 2018 (Page 1 of 2) PSN 7530-07-000-6220  This form and mailing standards are available on Postal Explorer at pe.usps.com.
First Class Mail EZ—Instructions

Use this form for postcards, letters, or flats eligible for First-Class Mail nonautomation prices.

Step 1: Complete Mailer and Mailing sections on page 1 applicable to the mailing presented. For all sections not applicable, enter N/A.

Step 2: Complete the Postage section for the applicable category—Cards Eligible for Card Prices, Letters or Flats, as follows:

- Determine the per-piece price for Cards Eligible for Card Prices, presorted or single piece.
- Determine the per-piece price for Letters or Flats based on the weight of a single piece and the presort level.
- Multiply the number of pieces by the corresponding postage price. (Permit Imprint mailings, round off to four decimal places; Postage Affixed mailings, round off to three decimal places).

Step 3: Add the postage. Enter sum in Total Postage, rounded off to two decimal places.

Step 4: Mailings with postage affixed, complete the Postage Affixed line. (Permit Imprint go to Step 5).

- Check the applicable box, Price at Which Postage Affixed - Correct, Lowest, or Neither. Multiply the number of pieces times the actual amount of postage affixed.
- Enter the result in the Total column.
- Subtract the amount of Postage Affixed from the Total Postage and enter the remainder in Net Postage Due.

Step 5: Read and sign the Certification section, including your telephone number.

For more information on mailing standards, prices, and fees, please go to Postal Explorer at pe.usps.com.