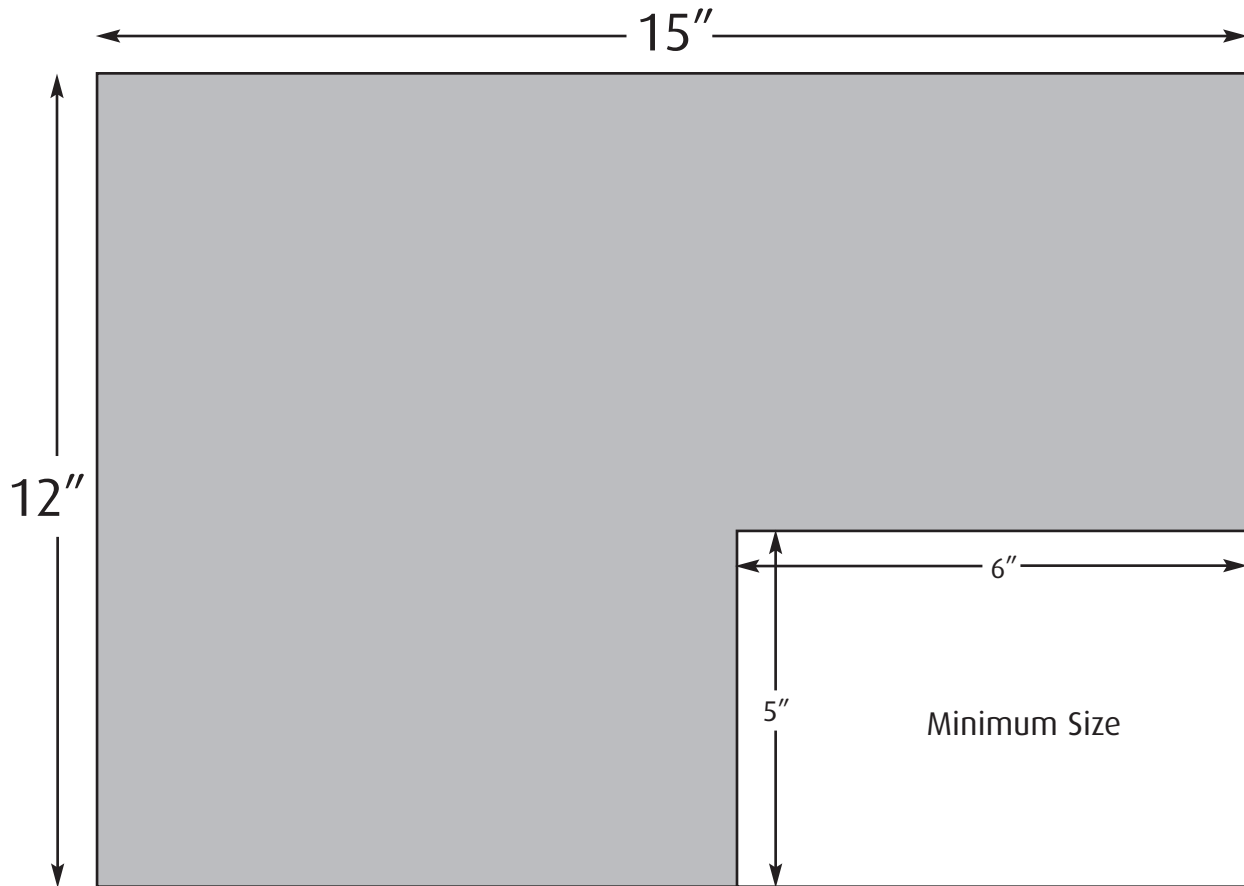


Flat Mailing Specifications



Minimum Size	5" x 6"
Maximum Size	12" x 15"
Minimum Thickness	9 pt
Maximum Thickness	3/4"
Maximum Weight	13 oz. – 1st Class 16 oz. – Standard 20 oz. – Periodical

Address Block Clear Area	
Minimum	1 1/4" x 3 5/16"
Preferred	1 1/4" x 4"
To ink-jet with permit add 1/2" to width	

Address Block Position	
Minimum from any edge	3/8"
Return address cannot be level with mailing address	
Address block can run vertical or horizontal	

Address Block Orientation	
Cannot read upside down	
Can read left or right	
Must be on top half of flat with final fold or binding on right side	

Bar Code Specs	
Minimum distance to any type or printing, except address lines	1/8"
Minimum distance to address lines	1/25"
Minimum from any edge	1/2"