

2021 POSTAL RATES QUICK GUIDE

FIRST-CLASS MAIL

NON-AUTO (Under 1 oz.)	Letters	Cards	Flats
Single Piece (Machinable)	58.0¢	40.0¢	\$1.16
Additional Ounce	20.0¢	--	20.0¢
PRESORTED	Letters	Cards	Flats
Machinable Presorted	49.4¢	33.5¢	\$1.00
Mixed AADC Automation	48.5¢	32.6¢	89.1¢
AADC Automation	46.1¢	31.8¢	78.3¢
3-Digit Automation	--	--	73.0¢
5-Digit Automation	42.6¢	30.6¢	55.5¢
Additional Ounce*	20.0¢	--	20.0¢

*Additional ounce rate does not apply on letter mail under 2 ounces.

ENVELOPE SIZE GUIDE

COMMON SIZES AND NUMBERS					
#6¼	3½ x 6	#6¾	3⅝ x 6½	#7	3¾ x 6¾
#7¾	3⅞ x 7½	#8⅝	3⅝ x 8⅝	#9	3⅞ x 8⅞
#10	4⅞ x 9½	#11	4½ x 10⅜	#12	4¾ x 11
#14	5 x 11½	A-6	4¾ x 6 ½	A-7	5¼ x 7¼
A-8	5½ x 8⅞	A-9	5¾ x 8¾	A-10	6 x 9½

DROP SHIPMENT DISCOUNTS

NDC Discount	1.9¢
SCF Discount	2.3¢

MARKETING MAIL

AUTOMATION (Under 4 oz.)	Letters	Flats
Mixed AADC	33¢	79.8¢
AADC	30.9¢	72.9¢
3-Digit	--	64¢
5-Digit	27.7¢	48.2¢
ECR Basic	33.2¢	35.3¢
ECR High Density Plus	21¢	24.1¢
ECR High Density	23.9¢	27.9¢
ECR Saturation	19.7¢	23.4¢

NON-PROFIT MAIL

AUTOMATION (Under 4 oz.)	Letters	Flats
Mixed AADC	19.9¢	59.4¢
AADC	17.8¢	52.5¢
3-Digit	--	43.6¢
5-Digit	14.6¢	27.8¢
ECR Basic	24.6¢	26.5¢
ECR High Density Plus	12.5¢	15.3¢
ECR High Density	15.3¢	20.1¢
ECR Saturation	11.7¢	14.6¢

POSTAL SPECIFICATIONS CHART

	MIN	MAX
FIRST CLASS POST CARDS		
*First Class Postcards larger than 4.25" x 6 must have a minimum thickness of .009"		
Height	3.5"	6"
Length	5"	9"
* Thickness	.007"	.016"
LETTERS (All classes except folded self-mailers)		
Height	3.5"	6.125"
Length	5"	11.5"
Thickness	.009"	.25"
AUTOMATION COMPATIBLE FLAT-SIZE MAIL		
Height	5"	12"
Length	6"	15"
Thickness	.009"	.75"
FOLDED LETTER-SIZE SELF-MAILERS		
Height	3.5"	6"
Length	5"	10.5"
Thickness	.009"	.25"

SUTTLESTRAUS®

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