UNITED STATES POSTAL SERVICE

June 3, 2022

REVISION of 5/11/2018 LETTER

Mr. Jim Geers
Univenture / EnvyPak
4266 Tuller Rd.
Dublin, OH 43040-5007

Dear Mr. Geers:

This is a follow up to our email approval provided to you on May 4, 2018, to your request to determine automation letter price eligibility for your "EnvyPak Smooth Anti-Reflective Polypropylene" letter-size non-paper mailpieces. You submitted samples to our office for evaluation and testing. Our Engineering Department determined, after testing, that the samples processed well enough to be eligible for automation letter prices based on the description and the requirements outlined below. The bolded text reflects the revisions.

This approval allows you to mail this piece at the automation letter prices overriding the following *Domestic Mail Manual* (DMM) standard:

A letter-size piece is nonmachinable if it has an exterior surface that is not made of paper DMM. 201.2.1.)

The "EnvyPak Smooth Anti-Reflective Polypropylene" sample includes a letter-size envelope that measures 9.5" long by 6" high and is made of a 4.5 mil thick clear polypropylene. The sample displays an address, an Intelligent Mail barcode (IMb), and a permit imprint indicia that are printed on an insert visible through the clear material of the envelope. The sample contains a blank 8.125" by 11" cardstock sheet folded in half and a 2" by 4" label attached to the non-address side, which is used for sample identification purposes. The sample weighs 0.8160 ounces. There is a 0.625" high paper strip label on the bottom of the sample that runs along the length on the address side. Along the perimeter of the trailing and leading edges, the samples have a 0.125" wide, clear border that runs along the height followed by a 0.5" wide, white shaded border that also runs along the height of the piece. The white shaded borders have been included to prevent the piece having more than 0.20" clear space on the leading and/or trailing edge if the insert shifts more than 0.20".

Since your mailpieces meet the requirements below, they are eligible for automation letter prices. At this time, ancillary endorsements are not permitted.

Requirements:

- Height – 4" – 6"
- Length – 8" – 10.5"
- Typical envelope construction (Open Side-Side Seam (OSSS) or Open Side Diagonal Seam (OSDS) no Folded Self- Mailers or Cards)
- Minimum thickness on material envelope is made from - .003" (e.g., 3 pt. paper)
- Paper inserts only (no coins or disks, etc.)

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- Inserts placed on the envelope must come to within 0.20” from both the leading and the trailing edges of the mailpiece or border frame. Print or opaque polypropylene can be utilized to prevent a clear gap of more than 0.20” caused by insert shift.
- Must be part of a Full-Service Mailing
- If First Class, the “Service Type Identifier” must be coded to waste (260/270)
- “Barcode Clear Zone” must be of paper finish

Mailers using the “EnvyPak Smooth Anti-Reflective Polypropylene” envelopes and claiming automation letter prices must seal them using one of the following two options only. No other sealing options will be accepted.

- A continuous glue line that is a minimum 0.125” wide and is no more than 0.25” away from the left, right and bottom edges of the flap.
- 5 elongated glue lines that are a minimum 0.125” wide, a minimum 1” in length and no more than 0.25” away from the left, right and bottom edges of the flap.

Additionally, mailpieces that weigh one ounce or less, are permitted to have the flap secured with three 1” wafer seals made of no less than 2.0 mil thick clear polypropylene. The wafers must be placed as follows: one wafer no less than 0.25” away from the left edge of the envelope, one wafer in the center of the flap and one wafer no less than 0.25” away from the right edge.

If your clients use this envelope, they must present a copy of this letter along with a sample of their mailpiece to the Business Mail Entry (BME) acceptance personnel. Without the letter and the sample, they may not be able to mail at automation letter prices.

If we find any reported issues with these mailpieces, this ruling will be reviewed and could be rescinded.
If you have any questions, please call Juan Tosado at 212-330-5332 and reference case # 91355.

Sincerely,

Juan Tosado

Juan Tosado
Manager, National Customer Rulings

cc: Manager, Product Classification
Engineering Department
Manager, Operations & Integrations

PCSC: JXT: 91355