

USE THIS TEMPLATE WITH PUBLICATION 25, DESIGNING LETTER MAIL,
AND THE DOMESTIC MAIL MANUAL WHEN DESIGNING CARD-SIZE AND
LETTER-SIZE MAIL FOR AUTOMATED PROCESSING.

CHARACTER HEIGHT

 .08" MIN. 0.2" MAX.

CHARACTER SPACING

 3/4 POINT MINIMUM 3 POINTS MAXIMUM

STROKE THICKNESS

 3/4 POINT MINIMUM 2 POINTS MAXIMUM

RULE THICKNESS	
1/2 POINT	(HAIRLINE)
3/4 POINT	
1 POINT	
1 1/2 POINTS	
2 POINTS	
2 1/2 POINTS	
3 POINTS	
4 POINTS	

SPACING BETWEEN LINES

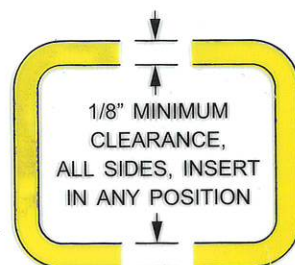
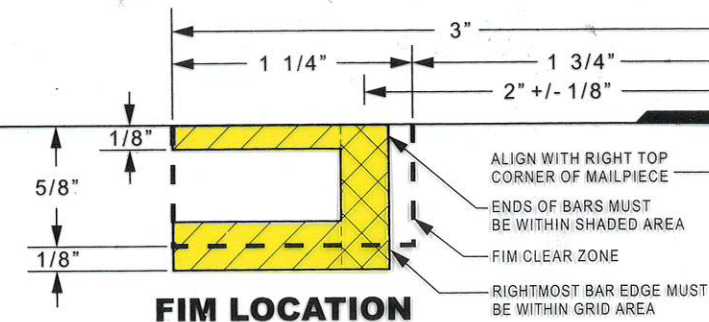
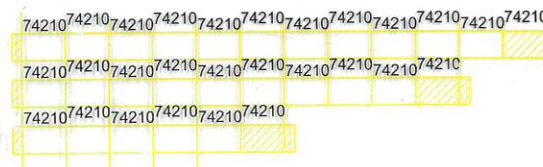
 2 POINTS MINIMUM

PLACE ENTIRE RETURN ADDRESS
IN THE TOP 1/3 OF MAILPIECE

RETURN ADDRESS LOCATION

**POSTNET
DECODER**

DPBC
ZIP+4
5-DIGIT

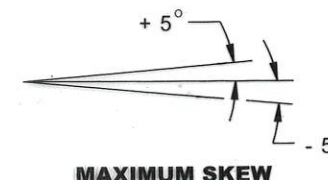
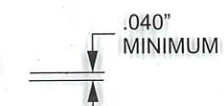


DELIVERY ADDRESS / WINDOW CLEARANCE

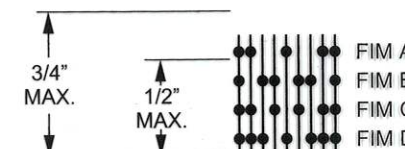
MINIMUM VERTICAL SPACING BETWEEN ADDRESS BLOCK BARCODE AND OTHER PRINTING, WINDOW, OR LABEL EDGES

MINIMUM HORIZONTAL SPACING BETWEEN ADDRESS BLOCK BARCODE AND OTHER PRINTING, WINDOW, OR LABEL EDGES

**ADDRESS BLOCK
BARCODE CLEARANCE**



**FIM
PITCH GUIDE**



DOTS INDICATE BAR POSITION FOR EACH FIM TYPE

MAXIMUM HEIGHT FOR POSTCARD RATE 4 1/4"
MINIMUM HEIGHT 3 1/2"

1/2" MIN.

ENTIRE DELIVERY ADDRESS WITHIN OCR READ AREA

2 3/4" MAX.

OCR READ AREA

FIRST BAR OF 5-DIGIT BARCODE MUST BE WITHIN GRID AREA

ALLOWABLE DISTANCE BETWEEN RIGHTMOST BARCODE & RIGHT EDGE OF ENVELOPE

NO PRINTING EXCEPT BARCODE IN THIS AREA

FIRST BAR MUST BE WITHIN HATCHED OR GRID AREA (DPBC & ZIP+4 BC)

BARCODE FULLY WITHIN SHADED AREA

ALIGN WITH LEFT BOTTOM CORNER OF MAILPIECE TO CHECK ADDRESS BLOCK LOCATION

5/8" MIN.

BARCODE BASELINE (PREFERRED)

1/4"

ALIGN WITH RIGHT BOTTOM CORNER OF MAILPIECE TO CHECK BARCODE AND ADDRESS BLOCK LOCATIONS

MINIMUM LENGTH 5"

MAXIMUM LENGTH FOR POSTCARD RATE 6"

MAXIMUM LENGTH 11 1/2"

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