

To: Postmaster, (Your Town)

From: Circulation Manager or Publisher, (Your Newspaper)

Subject: **Exceptional Dispatch Application for** (Your Newspaper)

Under the provisions of DMM 707.27.3, I want to apply for Exceptional Dispatch of newspapers each (fill in days here) to these post offices:

(List of Post Offices by Town/ZIP, and number of copies)

(You could attach a photocopy of the portion of your sortation statistics with the packs/sacks marked after listing the towns/ZIPs.)

The papers will arrive at (approximate time) at these offices by company van in order to provide same-day delivery of news and advertising to our subscribers, and avoid delays in handling through the SCF. We will drop unsacked bundles per 2004 USPS rules change.

Under a rules change effective January 7, 2001, noted at DMM 707.27.4, we will claim DU-entry rates on these copies, which meet the standards in DMM 707.28.1 for carrier route sortation.

Note that under 707.27.3.6 this can be approved if it improves service and does not add to USPS costs, which we believe is the case. Thanks for your cooperation.