MAILING SERVICES ORDER FORM

Name _______________________________ (Required)  Date __________________________
Phone ______________________________ (Required)

U.S. MAIL

☐ 1st Class Mail  ☐ Priority  ☐ Package Services
☐ Parcel Post  ☐ Media  ☐ Library

Contents of Package: _______________________

INTERNATIONAL MAIL

☐ Air Mail (letters & packages)  ☐ Global Priority

A customs certificate is required on all packages.

Contents must be identified: _______________________

Gift?: _______________________
Value $: _______________________

SPECIAL SERVICES

☐ Express Delivery  ☐ Certified only
☐ Certified with return receipt  ☐ Insured

Contents: _______________________
Declared Value $: _______________________

☐ Signature Confirmation  ☐ Registered Only  ☐ Registered with return receipt