

# MRS and Parcel Returns Services DMM Redlines

Under consideration (elimination of annual permit fees and account maintenance fees)

## DMM 505 Return Services

### 3.0 Merchandise Return Service (MRS)

#### 3.1 ~~Prices and Fees Permit and Account Information~~

##### 3.1.1 ~~Permits Fee~~

An annual Returns Services permit is required to mail. ~~fee must be paid once each 12-month period at each Post Office where a Merchandise Return Service (MRS) permit is held. The fee (in effect on the date of the payment) may be paid for the next 12 months, during the last 60 days of the service period, before the anniversary of the permit's issuance.~~ An approved merchandise return permit on Form 3615 must be on file at every Post Office to which parcels are returned.

##### 3.1.2 ~~Advance Deposit Account and Account Maintenance Fee~~

~~There is an annual Returns Services account maintenance fee for the advance deposit account.~~ The permit holder must pay postage and extra service fees through an advance deposit account ~~and must pay an annual account maintenance fee.~~ When an advance deposit account is kept at each entry location, a separate permit (except as provided under 3.2.11 and for qualified national permit holders using scan based payment for returns) is needed ~~and the annual merchandise return service permit and annual account maintenance fees must be paid~~ at each Post Office receiving returned parcels. ~~The fee (in effect on the date of the payment) may be paid for the next 12 months, during the last 60 days of the service period, before the anniversary date of the initial fee payment.~~ A separate advance deposit account for MRS is not required. ~~the annual account maintenance fee is charged if MRS postage and fees are paid from an existing account:~~

~~a. For each withdrawal, only one statement is provided for each annual account maintenance fee paid.~~

~~b. The permit holder must pay an annual account maintenance fee for each separate statement (accounting) requested.~~

#### 3.2 Basic Standards

##### 3.2.6 Application Process

The applicant must submit a completed Form 3615 ~~and the annual permit fee~~ to the Post Office issuing the permit, or amend an existing Form 3615 on file at that office by adding the merchandise return service authorization to existing Returns Service permit authorizations. Except for MRS labels generated by the USPS Application Program Interface (API), Form 3615 must be accompanied by copies of the MRS labels (including printed copies of labels intended to be faxed to customers or transmitted to customers electronically) and the instructions provided to the permit holder's customers. All MRS labels that have preprinted USPS Tracking barcodes must be approved by the USPS. If articles are to be returned from customers as Registered Mail, the applicant must indicate "Registered Mail" on the application. After a MRS permit is obtained, any change to label formats or customer instructions must be approved by the Post Office where the permit is held. ~~The permit is valid for 12 months after the approval date of the application.~~

### **3.2.7 Permit Renewal**

To renew the MRS permit, the permit holder must ~~contact the local Postmaster to re-verify the accuracy of the permit. -send the annual fees (under 3.1.1 and 3.1.2) to the issuing Post Office by the expiration date of the permit, or authorize the Postmaster to deduct the fee from the advance deposit account, or establish a CAPS link for EFT. If a permit holder's outbound permit account shows any amount of outbound parcel volumes, the annual Returns Services permit and account maintenance fees may be waived at the time of renewal. Written authorization is not needed for permit renewal if there is no change to the authorization on file at the delivery unit.~~

### **3.2.8 Nonrenewed Permit**

If the permit is not ~~renewed-revalidated on an annual basis~~, merchandise return mail bearing the sender's return address is returned to the sender; otherwise, it is treated as dead mail.

### **3.2.10 Reapplying After **Permit** Cancellation**

To receive a new MRS permit at the same Post Office after a merchandise return permit is canceled, the applicant must amend the Form 3615 on file at that office to reflect the new application date; ~~pay a new permit fee~~; submit for approval two samples of any label format to be used; provide evidence that the reasons for the permit cancellation are corrected; and provide and keep funds in an advance deposit account to cover normal returns for at least 2 weeks.

### **3.2.11 Using Other Post Offices**

The permit holder may distribute merchandise return labels for return through other Post Offices (i.e. stations or branches under a Main Post Office) ~~without paying an additional permit fee~~ if the permit holder opens and keeps their advance deposit account at the Post Office where the permit is issued and supplies that Postmaster the name, address, and telephone number of a representative in each additional station or branch if different from the information on the application.

## **3.7 Additional Standards for USPS Return Services**

### **3.7.1 Permit and Account Fees**

An annual Returns Services permit under 3.1.1, ~~and annual account maintenance under 3.1.2, are is~~ required for the USPS Return Services described in 3.7.

## 4.0 Parcel Return Service

### 4.1 ~~Prices and Fees Permit and Account Information~~

#### 4.1.1 ~~Permits and Account Fees~~

The participant must ~~obtain a permit at the participating post office and pay an annual Returns Services permit fee at the Post Office where the permit is held, and must~~ pay postage through an advance deposit account. ~~by paying an annual account maintenance fee. See Notice 123—Price List for applicable fees.~~

### 4.2 Basic Standards

#### 4.2.2 Conditions for Mailing

Parcels may be mailed as PRS when all of the following conditions apply:

- a. Parcels contain eligible matter as described in 153.3.0 and 153.4.0.
- b. Parcels bear a PRS label that meets the standards in 5.4.
- c. Parcels show the permit number, and the permit holder has ~~paid the annual PRS permit fee and the annual PRS account maintenance fee.~~ an active account.

## 5.0 Bulk Parcel Return Service

### 5.1 Bulk Parcel Return Service (BPRS) ~~Permits and Fees~~

#### 5.1.2 Advance Deposit Account

The permit holder must pay BPRS fees through an advance deposit account. A separate advance deposit account for BPRS is not required. ~~the annual account maintenance fee is charged if BPRS fees are not paid from an existing account and the permit holder desires a single, separate accounting of all charges deducted from that account.~~

#### 5.2.3 Payment Guarantee

The permit holder guarantees payment of all applicable ~~postage fees~~. The Post Office returns BPRS items to the permit holder only when there are sufficient funds in the advance deposit account to pay the fees on returned pieces.

### 5.3 Permits

#### 5.3.1 Permit Renewal

A Post Office provides BPRS permit holders with annual ~~renewal~~ notices advising that their permits ~~are due to expire need to be revalidated. A notice must be returned to the issuing Post Office with~~

~~the fee payment or authorization for the postmaster to deduct the fee from the advance deposit account by the permit expiration date. Written authorization Revalidation~~ is not necessary for ~~annual review renewal of~~ a permit if there is no change to the authorization on file at the Post Office where the parcels are returned. If a permit holder does not ~~revalidate renew~~ a BPRS permit after having been given notice, the USPS will endorse the mail “Bulk Parcel Return Service Canceled” and will charge postage due at the single-piece First-Class Mail or Priority Mail price as appropriate for the weight of the piece. If the single-piece First-Class Mail or Priority Mail price is not paid, the mail is forwarded to the nearest Mail Recovery Center.