

To: Linda Day, Campus Postoffice  
From: Bill Ramaley *W. Ramaley*  
About: Classification of Mail

June 25, 1993

Attached is a copy of the most recent newsletter of the Mathematical Association of America, Rocky Mountain Section.

As I mentioned to you, the newsletter contains no requests for money nor registration forms (there is a request for speakers, panelists, and others at a then-forthcoming meeting to be held at the Colorado School of Mines). Vice-President Langworthy asserts that my serving as Secretary/Treasurer is an important part of my job here; it certainly affects my merit rating in the area of professional development. Thus, I believe the newsletter is eligible mail matter.

If I can provide other information, please let me know. Thanks.

# FORT LEWIS COLLEGE

DURANGO, COLORADO

## INTER - OFFICE MEMO

TO: Faculty and Staff  
FROM: Linda Day, Postal Service  
SUBJECT: Eligibility for Non-Profit 3rd Class Bulk

DATE 2/12/93

Departments have been submitting mailing for non-profit 3rd class that have not been eligible for special rates. The Durango USPS bulk mail acceptance center will not allow future mailings that are ineligible matter for special rates.

Any mailing from FLC that contain return information to other than FLC addresses does not qualify for special rates. Mailings for summer camps sponsored by coaches, do not qualify for special non-profit rates.

Mailings that are not eligible for special rates (approx. \$.111 ea.) may be eligible for regular bulk rates (approx. \$.198 ea.).

The following appendices are from the USPS Domestic Mail Manual. For more information call Linda Day at 7542.

### 625.5 Eligible Matter

**625.51 Matter of Authorized Organization.** An organization authorized to mail at the special bulk rates may mail only its own matter at those rates. An organization may not delegate or lend the use of its authorization to mail at the special bulk rates to any other person or organization.

**625.524 Evidence.** Upon request, an organization authorized to mail at the special bulk rates must furnish evidence to the Postal Service, or cause evidence held by another party to be furnished to the Postal Service, concerning the eligibility of any of its mail matter or mailings to be sent at those rates. Any failure to furnish evidence necessary for a ruling on the eligibility of matter to be sent at the special rates, or to cause such evidence to be furnished, is sufficient basis for a finding that the matter is not eligible for the special rates, as well as for the revocation of the organization's authorization to mail at the special rates.

**625.6 Identification.** All matter mailed at the special bulk rates must identify the authorized nonprofit organization. The name and return address of the authorized nonprofit organization must appear either on the outside of the mailpiece or in a prominent location on the material being mailed. Pseudonyms or bogus names of persons or organizations may not be used. If the mailpiece bears any name and return address, it must be that of the authorized nonprofit organization. A well-recognized alternative designation or abbreviation such as "The March of Dimes" or the "AFL-CIO" may be used in place of the full name of the organization.

**FORT LEWIS COLLEGE  
DURANGO, COLORADO**

**M E M O R A N D U M**

**DATE:** June 18, 1993  
**TO:** Linda Day  
**FROM:** Bill Langworthy  
**SUBJECT:** Non-profit Postage

Subsequent to our phone conversation in late April, I passed your information on to Bill Ramaley and he then responded to me in early May. There continues to be a problem here which bothers me a great deal. Professional activities are expected of Fort Lewis faculty members; they are part of the College's total mission. Thus, work for a society such as the American Mathematical Association is an integral part of those duties and responsibilities expected of our colleagues in the Math Department. The great benefit of such activities is that they bring faculty from various institutions together; thus, the blending of mailings from Fort Lewis and programs at UNC or newsletters from Northwestern State University of Louisiana is evidence of a great benefit. Since the problem of mail rates seem to be shared pretty much equally between all institutions mature enough to have these expectations of their faculty members, then what is the loss to the postal service by simply accepting the Fort Lewis non-profit mailing permit for such work as that for the AMS?

Since I am somewhat perplexed as to what to do next, if you are unable to answer this memo, then I suggest you refer it to another appropriate office.

WCL:mtd

copy: Bill Ramaley