

CERTIFICATE OF MAILING

The USPS defines a Certificate of Mailing as: A Special Service that provides evidence that mail was presented to USPS for mailing. Certificate of Mailing service does not provide a record of delivery.

The form must be presented to a USPS employee for examination at the time the letter is placed in the mail. The USPS employee examines the form (3817), assures that proper fees are paid (at this writing, \$1.40 for one letter).

Unlike other special services where the amount paid for both postage and related fees is placed on the individual letter, with a Certificate of Mailing the postage for the appropriate fees is affixed to the Certificate of Mailing form, the USPS employee stamps the form with an official stamp which indicates the location and date the letter(s) was mailed.

The USPS employee returns the validated receipt to the mailer. Unlike other Special Services, the USPS does not maintain a copy of the Certificate of Mailing. The USPS does not track these letters through the mail stream. The USPS does not verify that the addresses on those letters are complete or accurate, nor does it keep a record of whether any of those letters were returned to sender.

A Certificate of Mailing is **NOT** proof that a letter was received by the addressee it only verifies that a letter was presented to the USPS for mailing.



Certificate Of Mailing

To pay fee, affix stamps or meter postage here.

This Certificate of Mailing provides evidence that mail has been presented to USPS® for mailing.
This form may be used for domestic and international mail.

From:

To:

Postmark Here