

Georgia Instructional Materials Center

Free Matter for the Blind Mailing



This information is taken from the United States Postal Service, Mailing Free Matter for Persons Who are Blind or Visually Impaired Questions and Answers; Publication 347 October 2015 (<https://about.usps.com/publications/pub347.pdf>). Pamphlet based on 39 United States Code sections 3403-3405, as implemented by 703.5.0 of the Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM®).

Who is eligible: Persons who are blind or who cannot read or use conventionally printed matter due to a physical impairment (referred to throughout this brochure as “eligible persons”).

Who can certify: A competent authority includes doctors of medicine; doctors of osteopathy; ophthalmologists; optometrists; registered nurses; therapists; and professional staff of hospitals, institutions, and public or private welfare agencies (e.g., social workers, caseworkers, counselors, rehabilitation teachers, and superintendents). **NOTE:** Use the *Eligibility Form from GIMC if unsure*.

Where to submit eligibility: You must submit the evidence of eligibility to the Post Office™ where you will make or receive postage-free mailings. Upon verification, you will then be considered eligible to use the free mailing privilege.

What can be shipped: 1. Reading matter in Braille or 14-point or larger sight-saving type, musical scores, and sound reproductions. 2. Paper, records, tapes, and other matter for the production of reading matter, musical scores, or sound reproductions. 3. Equipment and parts for equipment, such as Braille writers, used for writing by eligible persons or for educational purposes. 4. Sound playback equipment, reproducers, and parts for sound reproductions specially designed or adapted for the use of persons with visual impairments. 8 Publication 347 5. Equipment or parts for equipment specifically designed or adapted for use by persons with visual impairments, such as Braille watches, white canes, and similar equipment.

Who can utilize the service: Individuals, libraries, and other noncommercial organizations, which serve eligible persons, may mail eligible matter free of postage to persons or organizations serving such persons who meet the eligibility requirements. Eligible persons may return eligible matter to these mailers free of postage. Eligible persons may exchange eligible matter among themselves free of postage. Libraries and other noncommercial organizations may exchange such matter among themselves free of postage. Commercial producers of the eligible matter may mail 10 Publication 347 such matter free of postage to an eligible person on the additional condition that if a charge or fee is required it does not exceed the cost of the matter.

How to mark materials: You must place the words “FREE MATTER FOR THE BLIND OR HANDICAPPED” in the upper right corner of the address side of the envelope or parcel where the postage would normally be placed. The words may be printed, rubber stamped, or handwritten.

What if I have problems: If a problem cannot be resolved satisfactorily at your local Post Office, you may call our Customer Care Center toll-free number at 1-800-ASK-USPS.