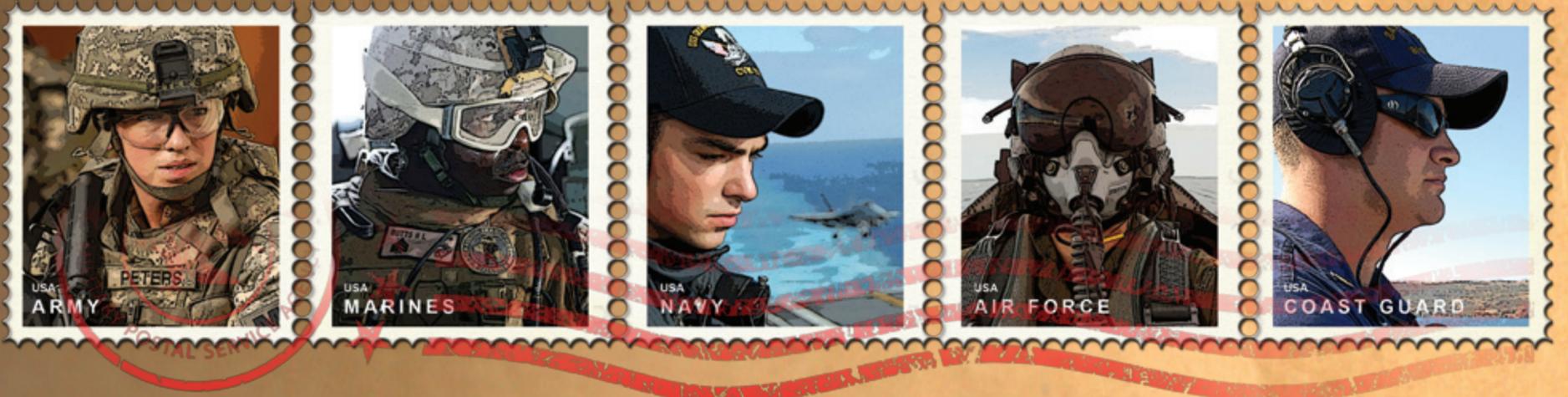


# MILITARY MAIL: FAQ

MILITARY POSTAL SERVICE AGENCY

<http://hqdainet.army.mil/mpsa/main.htm>



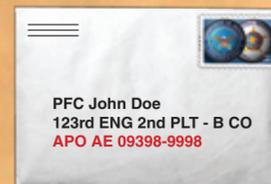
**Q:** When addressing mail to a Military Post Office should I also use the location and country name?

**A:** No. Always use the APO or FPO address, without the name of the city and country. This is to make sure the item stays in the military mail system instead of the International mail system.

**INCORRECT:**



**CORRECT:**



**Q:** What is the difference between Priority and Parcel Post articles mailed to Military Post Offices (MPO)?

**A:** In most cases Parcel Post articles weighing over 15 pounds or measuring over 60 inches, length and girth combined, will travel by ship from the gateway to the location of military address. Priority Mail receives air transportation from the gateway to the location of the military address.

**Q:** Are Special Services such as Insured, Registered and Delivery Confirmation™ available for Military Mail?

**A:** Yes. For details consult the USPS Postal Bulletin. <http://www.USPS.COM/CPIM/FTP/BULLETIN/PB.htm>

**Q:** How long will it take for mail to reach a Military Post Office?

**A:** Department of Defense mail transit times for sending mail to APO/FPO/DPO locations from the time of acceptance to overseas locations.

• Express Mail Military Service (EMMS): (Where Available) . . . . .	3 business days
• First Class Mail/ Priority: (Air Transportation) . . . . .	7 – 14 days
• Parcel Post: (Surface Transportation) . . . . .	30 – 45 days
• Registered: (most secure means) . . . . .	15 – 30 days

**Q:** Can I track a package addressed to an APO/FPO/DPO location with the Customs Declaration Form number?

**A:** No. A Special Service must be purchased in order to be scanned into the Product Tracking Service database by USPS.

**Q:** How do I know what restrictions and prohibitions apply to a Military Post Office?

**A:** For restrictions and prohibitions to military addresses consult the “Overseas Military Mail” section of the Postal Bulletin which can be found online at <http://www.USPS.COM/CPIM/FTP/BULLETIN/PB.htm>

**Q:** What special precautions should I use when packaging Overseas Military Mail?

- A:**
- Place the mailing address inside the parcel on a separate piece of paper
  - Use a box that is constructed to conform to the contents you are sending
  - Make sure the weight of the items in the box are evenly distributed
  - If any portion of the box sags or is easily depressed, add packing material on the inside
  - Packaging tape is recommended when wrapping the outside of the box
  - Excess markings or print should be crossed out or covered to prevent your box from being mis-sent
  - If you are sending personal hygiene items such as deodorant, lotion or shampoo wrap in a plastic bag
  - When you are sending cookies, chips, and other perishable items, place them in a plastic container
  - Avoid sending sodas or other drinks of any kind in your package. Carbonated drinks can explode during transit

