



POSTAL CUSTOMERS:

The safety and well-being of our employees and customers are our highest priorities. The U.S. Postal Service respects the additional measures taken to protect the employees of your organization. While we understand your concerns, we cannot permit our clerks to comply with any request to submit to screenings, including medical questionnaires or temperature checks prior to mail acceptance at your facility.

There are alternate means by which the U.S. Postal Service is willing to accommodate mail acceptance during this pandemic:

- 1) You may opt to bring the mail to your local Business Mail Entry Unit.
- 2) You may work with the local Manager, Business Mail Entry (MBME) to identify an alternate location for mail acceptance.

Please contact the local Manager, Business Mail Entry at:

MBME or Designee _____

BMEU: _____

BMEU Hours: _____

Telephone number: _____

E-mail: _____