

MANAGER, OPERATIONS PROGRAMS SUPPORT  
SAN FRANCISCO DISTRICT



September 25, 2006

MEMORANDUM FOR POSTMASTERS & CUSTOMER SERVICE MANAGERS  
SAN FRANCISCO DISTRICT

SUBJECT: Political Mail Delivery Dates

November 7, 2006 is the date for this year fall election. Voter Information Guides, Sample Ballots, Absentee Ballots, and Other Political Mailings will be arriving in your facility. It is imperative that we deliver each type of these mailings on time. Below is the last day that each type of mailing will be required to be delivered. The delivery office will record these mailings as Curtailed Mail on the CSDRS until the last day of delivery at which time it would be recorded as Delayed Mail. The Delivery Unit must adhere a color code to Other Political Mailings (Candidates, Propositions, Endorsements, etc) and follow the normal color code policy. However, Other Political Mailings should be handled the same as Preferential Mail and delivered on the day it is received.

Type of Political Mail

Must Be Deliver No Later Than

Voter Information Guides

Deliver within 72 Hours after date entered in your Political Log upon arrival in Delivery Unit.

Sample Ballots

Deliver within 72 Hours after date entered in your Political Log upon arrival in Delivery Unit. *DAK*

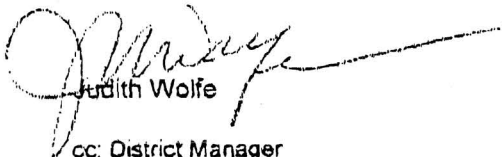
Absentee Ballots

Handle as Preferential Mail

Other Political Mailings

Use Color Code and handle as Preferential Mail

It is essential that we accurately and timely process and deliver ALL political campaign mail. As required you must enter the date these mailings arrive in your facility on the Political Mail Log and also submit it via the Political Mail Link.



Judith Wolfe

cc: District Manager  
Manager, Post Office Operations (A)  
Manager, Post Office Operations (B)  
Postmaster, San Francisco  
File Copy

P.O. Box 884624  
SAN FRANCISCO, CA 94188-4624  
415 560-5723  
FAX: 415 530-5089