

## Redonna Burns

**From:** donotreply@usps.com  
**Sent:** Wednesday, June 10, 2015 2:23 AM  
**To:** Redonna Burns  
**Subject:** USPS PO Boxes - Renewal Payment Due

Dear HAROLD GRAY:

This is a friendly reminder that your Post Office Box renewal fee of \$98.00 for the PO Box listed below is due by 06/30/2015.

PO Box: 664  
Post Office location: 150 S UNION ST  
CANTON, MS, 39046

Your options for making a payment are:

- Pay online: go to [www.usps.com/manage/po-boxes.htm](http://www.usps.com/manage/po-boxes.htm) and click the **Renew a PO Box** button.
  - If you already have a USPS.com account, enter your Username and Password under the **Renew and Manage Your PO Box** section and click the **Submit** button.
  - If you do not have a USPS.com account, click **Sign Up** and register for an account (it's free). Once you create your account, click **Continue**.

1. Enter the PO Box number and PO Box ZIP Code where you currently rent your PO Box.
2. Enter your last name and/or business/organization name **exactly** as it appears on the PS Form 1093 (and as printed above in this email). Otherwise, the system will not recognize you.
3. Click **Continue** to view your **Detail and Options** page and select your payment options.

- Pay at a self service kiosk (SSK): you can find an SSK by clicking on the following link [Find a kiosk \(formerly APC\)](#) or by downloading the mobile application at <http://www.usps.com/mobile/info.htm>.
- Pay by mail: send a check or money order payable to "U.S. Postal Service" to the Postmaster where your PO Box is located.
- Pay in person: visit the Post Office where your PO Box is located using cash, check, credit card, or debit card.

**Note:** Caller Service customers can only pay **in person** or **by mail**. Caller Service receipts will be provided at the caller service pickup window.

If we have not received your payment by the 10th day after the due date, your PO Box service will be terminated and all incoming mail will be returned to senders. To reopen your box, you would need to pay in person and, in addition to any unpaid box fees, you may be assessed a lock change or handling fee. To avoid this inconvenience and this extra cost, we encourage you to renew on time.

**New!**... At your location, at least one of the following enhanced services is available: Real Mail Notification (receive email or text when new mail is in your box), Street Addressing (allows private carrier package delivery) and Signature on File (easy pickup for some signature items). There is **no extra charge** for these enhancements. Visit your Post Office to sign up for these services today! These services do not apply to Caller Service and Group E Box customers.

You are receiving this renewal email because you provided an email address at the time you applied for your PO Box. These renewal emails will continue (annually or bi-annually) unless you want them to be discontinued. Please visit the

*Post Office where you currently rent your PO Box or send an email to the Internet Customer Care Center at [uspstechnicalsupport@mailps.custhelp.com](mailto:uspstechnicalsupport@mailps.custhelp.com) to stop receiving these email reminder notices.*

*\*Please do not respond to this system-generated email.*

*If you need additional assistance with PO Boxes Online, please visit <http://www.usps.com/customerservice/> or contact the Internet Customer Care Center at [uspstechnicalsupport@mailps.custhelp.com](mailto:uspstechnicalsupport@mailps.custhelp.com).*

Thank you for choosing the United States Postal Service. We appreciate your business.