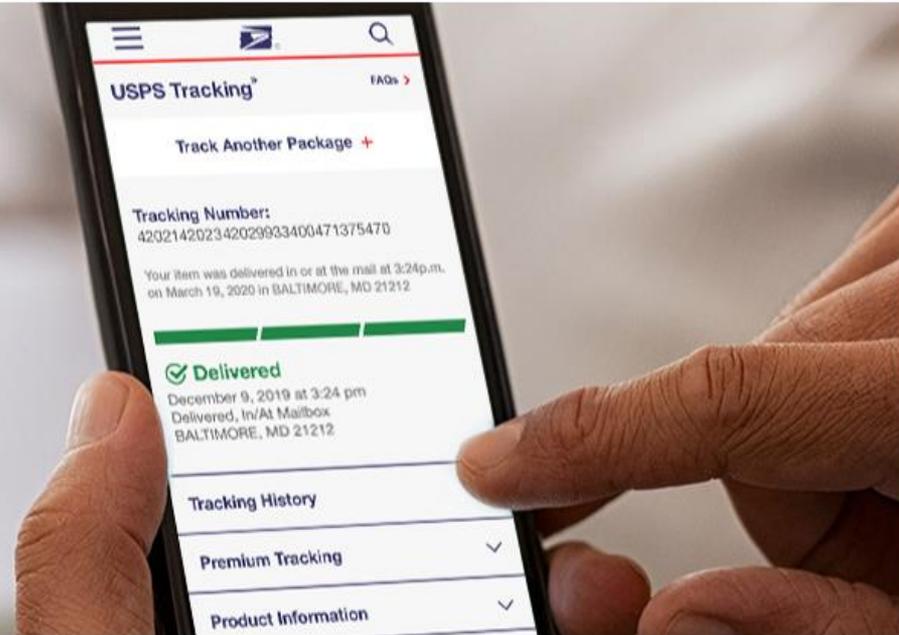


ALERT: USPS IS FOLLOWING STRATEGIES AND MEASURES RECOMMENDED BY THE CDC AND PUBLIC HEALTH DEPARTMENTS. [READ MORE](#)

# Search or Track Packages

Search USPS.com or Enter Tracking Number(s)



Click-N-Ship®

Pay for and print shipping labels



Stamps & Supplies

Forever® Stamps: \$0.55  
Postage & Stamps \$8.00



Informed Delivery®

Digitally review your incoming mail.

# Need just a Customs form,

# Start at USPS.COM

## USPS Service Alerts

Despite the global health challenges we are facing, USPS remains committed to serving you. The safety of our customers and employees remains our top priority as we provide the essential service of delivering your mail every day. Get the latest updates on



ALERT: USPS IS FOLLOWING STRATEGIES AND MEASURES RECOMMENDED BY THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES TO REDUCE THE RISK OF SPREADING COVID-19.

Select "International"

# Search or Track Packages

Search USPS.com or Enter Tracking Number(s)



Print International Labels



Use our online scheduler to make a **passport appointment.**

Schedule Today

And then select "Completing Customs Forms"

## Learn About

- Printing & Shipping International
- International Mail Services
  - Global Express Guaranteed
  - Priority Mail Express International
  - Priority Mail International
  - First-Class Mail International
  - International Insurance & Extra Services
- Sending International Shipments
  - Shipping Restrictions
  - Completing Customs Forms
  - Military & Diplomatic Mail
  - Sending Money Abroad
  - Passports

Search or Enter a Tracking Number



### Click-N-Ship®

Pay for and print shipping labels.

### Stamps & Supplies

Forever® Stamps: \$0.55  
Postcard Stamps: \$0.35

### Informed Delivery®

Digitally preview your incoming mail.

## USPS Service Alerts

ALERT: USPS IS FOLLOWING STRATEGIES AND MEASURES RECOMMENDED BY THE CDC AND PUBLIC HEALTH DEPARTMENTS. [READ MORE](#) >

## Customs Forms

### Filling Out Customs Forms Online

You usually need a customs form to ship overseas, even with APO, FPO, and DPO mail. The form you need depends on the USPS® mail service you're using and the total value of what you're sending. Use Click-N-Ship® to print both international postage and custom forms or use the [USPS Customs Forms tool](#) to just print forms.

Print Postage & Forms



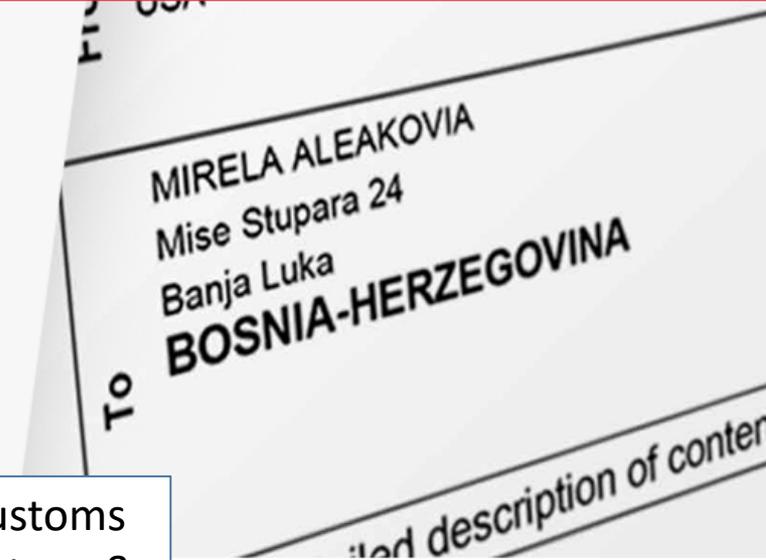
VERY important, select "USPS Customs Forms tool"! Selecting "Print Postage & Forms" will take you to Click-N-Ship, there you will have to pay online.

ALERT: As of March 13, 2020, USPS

### About Completing Customs Forms

#### Do all shipments need a customs form?

You do not need a customs form if you're sending First-Class Mail International® that weighs under 16 ounces.



# Customs Form

\* indicates a required field

## Sender Information

\* First and Last Name and/or Company Name

\* First Name M.I. \* Last Name

[Redacted Name Fields]

Company

[Redacted Company Field]

\* Street Address

[Redacted Street Address Field]

Apt / Suite / Other

[Redacted Apt / Suite / Other Field]

\* City

APO

\* State

AE - Armed Forces Europe

\* ZIP Code™

09114-0036

\* Phone Number

[Redacted Phone Number Field]

Reference Number (if applicable)

You may enter up to 10 characters.

Email

richard.j.sturm.civ@mail.mil

## Recipient Information

If you're shipping to an APO/FPO/DPO or a territory of the United States, please select "United States" in the destination dropdown.

\* Select a Destination

UNITED STATES

\* First and Last Name and/or Company Name

First Name M.I. Last Name

[Redacted Recipient Name Fields]

Company

[Redacted Recipient Company Field]

\* Address 1

[Redacted Recipient Address 1 Field]

Apt / Suite / Other

[Redacted Recipient Apt / Suite / Other Field]

\* City / APO / FPO / DPO

Westminster

\* State

CO - COLORADO

\* ZIP Code™

80030-5122

Email

[Redacted Recipient Email Field]

## Enter package details

The maximum combined length and girth for



Sender & recipient information. You MUST use a stateside telephone number. If you do not have one, we recommend using your DSN

Apt / Suite / Other

\* City

APO

\* State

AE - Armed Forces Europe

\* ZIP Code™

09114-0036

\* Phone Number

Reference Number (if applicable) ⓘ

Email

richard.j.sturm.civ@mail.mil

\* Address 1

Apt / Suite / Other

\* City / APO / FPO / DPO

Westminster

\* State

CO - COLORADO

\* ZIP Code™

80030-5122

Email

## Enter package details

The maximum combined length and girth for Priority Mail/Priority Mail Express is 108".

The maximum combined length and girth for USPS Retail Ground is 130".

This is the TOTAL weight of your parcel! Not individual item weight.



\* Weight

4 lbs      01 oz

This package has a dimension measuring over 12".

Please read our privacy policy

regarding financial transaction issues, to a U.S. Postal Service auditor, to entities, including law enforcement, as required by law or in legal proceedings; to contractors and other entities aiding us to fulfill the service (service providers); to domestic and international customs pursuant to federal law and agreements; and to other governmental entities with

Next: Select a Service



# Customs Form

\* indicates a required field

[Back to Customs Form® Home](#)

## Select a Service

Price based on shipping a 4 lb. 0 oz. package from ZIP Code™ 09114 to 80030

Delivery Time : Service standards to this location are not available at this time.

Prices for each service are shown, but payment will not be collected until you complete your shipment at the Post Office™.

Priority Mail Express®

Priority Mail®

Window Flat Rate Envelope  
10" x 5"



Post Office Price: \$7.75

Priority Mail® Service (Non-flat Rate)  
(Choose your own box)



Post Office Price: \$13.95

Flat Rate Envelope  
12-1/2" x 9-1/2"



Post Office Price: \$7.75

Small Flat Rate Envelope  
6" x 10"



Post Office Price: \$7.75

Gift Card Flat Rate Envelope  
10" x 7"



Post Office Price: \$7.75

Legal Flat Rate Envelope



Post Office Price: \$8.05

Padded Flat Rate Envelope



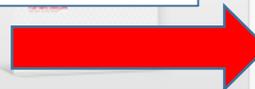
Post Office Price: \$8.40

Large Flat Rate Box  
23-11/16" x 11-3/4" x 3"  
12 1/4" x 12 1/4" x 6"



Post Office Price: \$21.10

Select a service. We will use a Large Flat Rate box for this example



 Post Office Price: \$7.75	 Post Office Price: \$13.95	 Post Office Price: \$7.75	 Post Office Price: \$7.75
<b>Gift Card Flat Rate Envelope</b> 10" x 7"  Post Office Price: \$7.75	<b>Legal Flat Rate Envelope</b> 15" x 9-1/2"  Post Office Price: \$8.05	<b>Padded Flat Rate Envelope</b> 9-1/2" x 12-1/2"  Post Office Price: \$8.40	<b>Large Flat Rate Box</b> 23-11/16" x 11-3/4" x 3" 12 1/4" x 12 1/4" x 6"  Post Office Price: \$21.10
<b>Medium Flat Rate Box</b> 11" x 8-1/2" x 5-1/2" 13-5/8" x 11-7/8" x 3-3/8"  Post Office Price: \$15.05	<b>Small Flat Rate Box</b> 5-3/8" x 8-5/8" x 1-5/8"  Post Office Price: \$8.30	<div data-bbox="1000 642 1690 778" data-label="Text"> <p>Select "Next" after you select your choice of service</p> </div> <div data-bbox="1400 785 1487 971" data-label="Image"> </div>	

[Back](#)

[Next: Enter Customs Information](#)



HELPFUL LINKS

- Contact Us
- Site Index
- FAQs
- Feedback

ON ABOUT.USPS.COM

- About USPS Home
- Newsroom
- USPS Service Updates
- Forms & Publications
- Government Services
- Careers

OTHER USPS SITES

- Business Customer Gateway
- Postal Inspectors
- Inspector General
- Postal Explorer
- National Postal Museum
- Resources for Developers

LEGAL INFORMATION

- Privacy Policy
- Terms of Use
- FOIA
- No FEAR Act EEO Data

# Customs Form

\* indicates a required field

[Back to Customs Form® Home](#)

If given the option, select a Non-delivery option. Not all options selected on the previous page will give you this option

## Non-delivery options

\* Non-delivery Option

Select One

- Select One
- Return to Sender
- Treat as Abandoned
- Redirect to a different address



## Enter package information

Provide as much information as possible and any relevant information about the contents of your shipment.



\* Contents

Note: If your mailing contains a dangerous good, including any item with a lithium battery, you must choose the Dangerous Goods option.

Select One

Contents Description ⓘ

Comments ⓘ

For commercial senders only.

Reference Number (if applicable) ⓘ

License Number ⓘ

Certificate Number ⓘ

Invoice Number ⓘ

## Enter item information

Please provide information about item(s) you are shipping. Select "Add Item" to declare another item in your package.

⚠ Must add at least 1 item and up to 30 items.

\* Detailed Description ⓘ

For commercial senders only.

HS Tariff Number ⓘ

Country of Origin ⓘ

Select

# Customs Form

\* indicates a required field

[Back to Customs Form® Home](#)

## Non-delivery options

\* Non-delivery Option

Return to Sender

Destination

UNITED STATES

Enter general content information here

## Enter package information

Provide as much information as possible and any relevant information about the contents of your shipment.



\* Contents

Note: If your mailing contains a dangerous good, including any item with a lithium battery, you must choose the Dangerous Goods option.

Gifts

Contents Description ⓘ

German Coffee

Comments ⓘ

For commercial senders only.

Reference Number (if applicable) ⓘ

License Number ⓘ

Certificate Number ⓘ

Invoice Number ⓘ

⚠ Must add at least 1 item and up to 30 items.

## Enter item information

Please provide information about item(s) you are shipping. Select "Add Item" to declare another item in your package.

\* Detailed Description ⓘ

German Coffee

For commercial senders only.

HS Tariff Number ⓘ

Country of Origin ⓘ

GERMANY

## Enter item information

Please provide information about item(s) you are shipping. Select "Add Item" to declare another item in your package.

Here you will add specific item information. Note: The weight you enter will be multiplied by the item quantity. Here you cannot exceed the total weight you entered on the 5<sup>th</sup> page.

 Must add at least 1 item and up to 30 items.

\* Detailed Description 

German Coffee

\* Item Value

\$20.00

\* Quantity

2

\* Weight 

2

lbs

0

oz

For commercial senders only.

HS Tariff Number 

Country of Origin 

GERMANY

ADD ITEM(S) 

Total package weight: 0 lbs. 0 oz.

Total weight: 4 lbs. 0 oz.

Then, click here to add the item to your customs form

### Items You Have Added

There are currently no items added. You can add an item by filling in the form above.

## Enter export information

International packages within certain categories, accepted by the Postal Service or any delivery company, must display an Internal Transaction Number, an AES Downtime Citation if unable to procure an ITN, or an AES Exemption. Please provide the following:

Check if your shipment requires an Export License 

Choose an AES Exemption 

Choose the appropriate AES Exemption from the dropdown.

\* AES Exemption 

Select One

Or

For additional exemptions call the U.S. Census Bureau at 1-800-549-0595, option #3, then enter the AES Exemption below

Back

Next: Review and Print

## Enter item information

Please provide information about item(s) you are shipping. Select "Add Item" to declare another item in your package.

⚠ Must add at least 1 item and up to 30 items.

\* Detailed Description ⓘ

\* Item Value

\* Quantity

\* Weight ⓘ

lbs

oz

For commercial senders only.

HS Tariff Number ⓘ

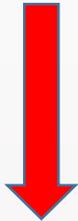
Country of Origin ⓘ

ADD ITEM(S)

Total package weight: 4 lbs. 0 oz.

Total weight: 4 lbs. 0 oz.

When you have added an item, this list will populate below



### Items You Have Added

ITEM #	DESCRIPTION	QUANTITY	VALUE	WEIGHT	HS TARIFF #	COUNTRY OF ORIGIN	ACTIONS
1	German Coffee	2	\$20.00	2 lbs. 0 oz.		GERMANY	Edit / Delete

Entries 1-1

Total Package Value: \$40.00

Total Package Weight: 4 lbs. 0 oz.

## Enter export information

International packages within certain categories, accepted by the Postal Service or any delivery company, must display an Internal Transaction Number, an AES Downtime Citation if unable to procure an ITN, or an AES Exemption. Please provide the following:

Check if your shipment requires an Export License ⓘ

Choose an AES Exemption ⓘ

Choose the appropriate AES Exemption from the dropdown.

\* AES Exemption ⓘ

Or

For additional exemptions call the U.S. Census Bureau at 1-800-549-0595, option #3, then enter the AES Exemption below

Please provide information about item(s) you are shipping.  
Select "Add Item" to declare another item in your package.

Country of Origin 

Select 

\* Item Value

\$

\* Quantity

\* Weight 

lbs

oz

Total package weight: 4 lbs. 0 oz.

Total weight: 4 lbs. 0 oz.

ADD ITEM(S)

### Items You Have Added

ITEM #	DESCRIPTION	QUANTITY	VALUE	WEIGHT	HS TARIFF #	COUNTRY OF ORIGIN	ACTIONS
1	German Coffee	2	\$20.00	2 lbs. 0 oz.		GERMANY	<a href="#">Edit</a> / <a href="#">Delete</a>

Entries 1-1

Total Package Value: \$40.00

Total Package Weight: 4 lbs. 0 oz.

## Enter export information

International packages within certain categories, accepted by the Postal Service or any delivery company, must display an Internal Transaction Number, an AES Downtime Citation if unable to procure an ITN, or an AES Exemption. Please provide the following:

Check if your shipment requires an Export License 

Choose an AES Exemption 

Choose the appropriate AES Exemption from the dropdown.

\* AES Exemption 

Select One 

- Select One
- NOEEI 30.37(a): Package value is less than \$2500**
- NOEEI 30.37(h): Authorized gift or humanitarian donation
- I have an export license eg: AES ITN X20100630123456

You must select an AES Exemption



Back

Next: Review and Print

# Customs Form

\* indicates a required field

[Back to Customs Form® Home](#)

## Form 2976-A Summary

Please confirm the information you have entered. If you would like to edit your information, then click the appropriate "Edit" link to make your changes. Otherwise, click on the "Print Customs Form" button to create your completed Customs Form.

[Customs Instructions](#)

### Sender Information

[Edit](#)

### Recipient Information

[Edit](#)

### Non-Delivery Information

Non-delivery Option: Return to Sender

### Package Information

Value: \$40.00

Weight: 4 lbs 0 oz

[Edit](#)

### Service Information

Priority Mail®

Large Flat Rate Box

[Edit](#)

### Customs Information

Form: 2976-A

Contents: Gifts

AES/ITN/Exemption: NOEEI

30.37(a)

[Edit](#)

This is a summary of your customs form. Click the "Edit" if you need to update or make corrections to any information

### Printer Options

### Non-Delivery Information

Non-delivery Option: Return to Sender

### Package Information

Value: \$40.00

Weight: 4 lbs 0 oz

[Edit](#)

### Service Information

Priority Mail®

Large Flat Rate Box

[Edit](#)

### Customs Information

Form: 2976-A

Contents: Gifts

AES/ITN/Exemption: NOEEI

30.37(a)

[Edit](#)

### Printer Options

Standard (8.5" x 11")  
2 pages per sheet

Thermal Printer Compatible (4" x 6")  
1 page per sheet

### Items You Have Added [Restrictions and Prohibitions](#)

ITEM #	DESCRIPTION	QUANTITY	VALUE	WEIGHT	HS TARIFF #	COUNTRY OF ORIGIN	ACTIONS
1	German Coffee	2	\$20.00	2 lbs. 0 oz.		GERMANY	<a href="#">Edit</a>

Entries 1-1

Total Package Value: **\$40.00**

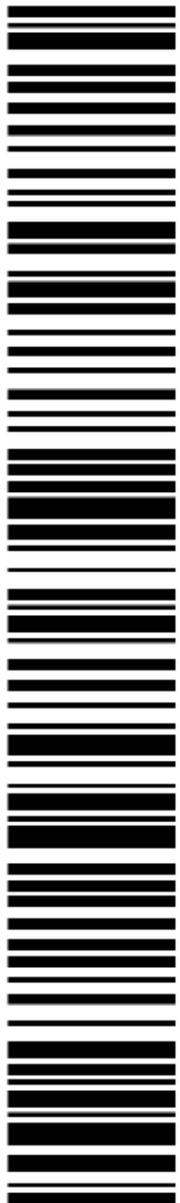
Total Package Weight: **4lbs. 0oz.**

[Back](#)

And here we go!



[Print Customs Forms](#)



9405 5036 9930 0306 5152 07

F  
R  
O  
M

3144756646  
MID: 699300

[Redacted]

CP72-CUSTOMS DECLARATION

Origin Post: **US POSTAL SERVICE** Date of Mailing: **04/02/2020**

Importer's reference:

Importer's contact:

**P**

**U.S. POSTAGE  
REQUIRED**

Detailed description of contents	Qty	Net Weight (lbs.oz)		Value (US\$)	HS Tariff Number	Origin Country	Insured Value: \$
German Coffee	2	2	0	40.00		DE	0.00
							SDR Value: \$ 0.00
							Insured Fee: \$ 0.00
							Postal charges/ Fees: \$ 21.10

Category of items: **GIFT**      **TOTAL**      **40.00**

Exporter's reference:      Exporter's contact:      Total D  
[Redacted]      [Redacted]      H:

AES ITN/Exemption: 30.37a      Invoice certificate No(s)

I certify the particulars given in this customs declaration are correct. This form does not contain any undeclared dangerous articles, or articles prohibited by legislation or by postal or customs regulations. I have met all applicable export filing requirements under federal law and regulations.

Sender's Signature and Date  
**RICHRD STURM**      **04/02/2020**

4.0 lb.     

Return to Sender Instructions in case of nondelivery:  
Return to Sender

**T  
O**

[Redacted]

[Redacted]



# Customs Form

\* indicates a required field

[Back to Customs Form® Home](#)

## Thank you for choosing the United States Postal Service®.

To ship this package and pay postage, please take the package and printed customs form to a Post Office™ Retail Associate.

[Find USPS®](#)

In the future, consider using Click-N-Ship® to create customs forms and purchase postage online for international destinations, APO/FPO/DPO destinations, and U.S. possessions, territories and Freely Associated States.

[Click-N-Ship®](#)

That's all there is to it folks. But, as always, feel free to contact us should you encounter any issues

**NOTE: You will receive a new label number if you edit your customs form. Please be sure to use this new label number when tracking your package.**

[Edit Customs Form](#)

[Reprint Customs Form](#)



[Finish](#)

HELPFUL LINKS

- Contact Us
- Site Index
- FAQs
- Feedback

ON ABOUT.USPS.COM

- About USPS Home
- Newsroom
- USPS Service Updates
- Forms & Publications
- Government Services
- Careers

OTHER USPS SITES

- Business Customer Gateway
- Postal Inspectors
- Inspector General
- Postal Explorer
- National Postal Museum
- Resources for Developers

LEGAL INFORMATION

- Privacy Policy
- Terms of Use
- FOIA
- No FEAR Act EEO Data

