SUBMITTING THE GRANT: EVIDENCE OF MAILING DATE

NOT ACCEPTABLE: Private (not U.S. Post Office) meter marks not additionally postmarked by a U.S. Post Office. The following are examples of private meter marks. Packages with privately metered postage must be mailed "across the counter" during business hours at a U.S. Post Office in order to be postmarked.

ACCEPTABLE: 1) A legibly dated U.S. Postal Service postmark on the mailing container.

Example 1a) Private meter postage may be used as long as the package is postmarked by the U.S. Post Office to verify the mailing date as shown in the example below. Use of certified mail is encouraged (but not required) so the package can be traced if lost. Certified mail also provides a postmarked receipt.

Example 1b) Stamps may be used as long as the package is postmarked by the U.S. Post Office.

Example 1c) Dated postage affixed by the U.S. Post Office. No additional postmark is required.

2) A legible mail receipt with a postmark by the U.S. Postal Service.

Example 2a) Postmarked "Cash Receipt." Example 2b) Postmarked "Certificate of Mailing."

3) A dated shipping label, invoice, or receipt from a commercial carrier (e.g. FedEx).

Example 3a) Dated shipping label. A self-dated shipping label would not suffice unless the date of receipt of the package was recorded and initialed by the carrier employee.