

- Advise customers to exchange IRCs that expire on December 31, 2009, for the new IRC version (Item 330800), or for other postage stamps. Retail associates (RAs) can exchange unused U.S.-issued IRCs for \$0.01 less than the value of the IRC. (The amount to exchange is the printed price of the IRC along with any additional postage affixed minus one penny.)

See Handbook F-101, *Field Accounting Procedures*, section 11-6.6 for additional information concerning IRCs. To access Handbook F-101:

- Go to <http://blue.usps.gov/wps/portal/accounting>.
- Under "References", click *Handbook F-101, Field Accounting Procedures (FAP)*.

The direct website address is http://blue.usps.gov/accounting/_pdf/HandbookF-101.pdf.

— *Field & International Accounting, Corporate Accounting, 9-10-09*

Intelligent Mail and Address Quality

Post Office Changes

Old/New	Finance No.	ZIP Code	State	P.O. Name	County/Parish	Station/Branch/Unit	Unit Type	Effective Date	Comments
Old	16-5778	60453	IL	Oaklawn	Cook	Main Office	Post Office		Realign ZIP™ Code boundaries. Use Chicago Ridge IL 60415 as last line of address for the 3 deliveries previously in ZIP Code 60453.
New	16-1554	60415	IL	Chicago Ridge	Cook	Main Office	Post Office	08/08/2009	
Old	16-5778	60458	IL	Oaklawn	Cook	Justice	Classified Branch		Realign ZIP Code boundaries. Use Bridgeview IL 60455 as last line of address for the 1 delivery previously in ZIP Code 60458.
New	16-5778	60455	IL	Oaklawn	Cook	Bridgeview	Classified Branch	08/08/2009	

— *Address Management, Intelligent Mail and Address Quality, 9-10-09*