UNITED STATES POSTAL SERVICE ®

Statement of Ownership, Management, and Circulation (Requester Publications Only)

1. Publication Title	2. Publication Number	3. Filing Date
	–	
4. Issue Frequency	5. Number of Issues Published Annually	6. Annual Subscription Price *(if any)*
7. Complete Mailing Address of Known Office of Publication *(Not printer) (Street, city, county, state, and ZIP+4®)*		Contact Person
		Telephone *(Include area code)*

8. Complete Mailing Address of Headquarters or General Business Office of Publisher *(Not printer)*

9. Full Names and Complete Mailing Addresses of Publisher, Editor, and Managing Editor *(Do not leave blank)*

Publisher *(Name and complete mailing address)*

Editor *(Name and complete mailing address)*

Managing Editor *(Name and complete mailing address)*

10. Owner *(Do not leave blank. If the publication is owned by a corporation, give the name and address of the corporation immediately followed by the names and addresses of all stockholders owning or holding 1 percent or more of the total amount of stock. If not owned by a corporation, give the names and addresses of the individual owners. If owned by a partnership or other unincorporated firm, give its name and address as well as those of each individual owner. If the publication is published by a nonprofit organization, give its name and address.)*

Full Name	Complete Mailing Address

11. Known Bondholders, Mortgagees, and Other Security Holders Owning or Holding 1 Percent or More of Total Amount of Bonds, Mortgages, or Other Securities. If none, check box. ☐ None

Full Name	Complete Mailing Address

12. Tax Status *(For completion by nonprofit organizations authorized to mail at nonprofit rates) (Check one)*
The purpose, function, and nonprofit status of this organization and the exempt status for federal income tax purposes:
☐ Has Not Changed During Preceding 12 Months
☐ Has Changed During Preceding 12 Months *(Publisher must submit explanation of change with this statement.)*

13. Publication Title	14. Issue Date for Circulation Data Below

15. **Extent and Nature of Circulation**			**Average No. Copies Each Issue During Preceding 12 Months**	**No. Copies of Single Issue Published Nearest to Filing Date**
a. Total Number of Copies *(Net press run)*				
b. Legitimate Paid and/or Requested Distribution *(By mail and outside the mail)*	(1)	Outside County Paid/Requested Mail Subscriptions stated on PS Form 3541. *(Include direct written request from recipient, telemarketing, and Internet requests from recipient, paid subscriptions including nominal rate subscriptions, employer requests, advertiser's proof copies, and exchange copies.)*		
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	(4)	Requested Copies Distributed by Other Mail Classes Through the USPS (e.g., First-Class Mail®)		
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f. Total Distribution *(Sum of 15c and e)* ▶				
g. Copies not Distributed *(See Instructions to Publishers #4, (page #3))* ▶				
h. Total *(Sum of 15f and g)*				
i. Percent Paid and/or Requested Circulation *(15c divided by 15f times 100)* ▶				

* If you are claiming electronic copies, go to line 16 on page 3. If you are not claiming electronic copies, skip to line 17 on page 3.

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a. Requested and Paid Electronic Copies ▶		
b. Total Requested and Paid Print Copies (Line 15c) + Requested/Paid Electronic Copies (Line 16a) ▶		
c. Total Requested Copy Distribution (Line 15f) + Requested/Paid Electronic Copies (Line 16a) ▶		
d. Percent Paid and/or Requested Circulation (Both Print & Electronic Copies) (16b divided by 16c Í 100) ▶		

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17. Publication of Statement of Ownership for a Requester Publication is required and will be printed in the _____ issue of this publication.

18. Signature and Title of Editor, Publisher, Business Manager, or Owner	Date

I certify that all information furnished on this form is true and complete. I understand that anyone who furnishes false or misleading information on this form or who omits material or information requested on the form may be subject to criminal sanctions (including fines and imprisonment) and/or civil sanctions (including civil penalties).

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3. Be sure to furnish all circulation information called for in item 15. Free Non-Requested circulation must be shown in item 15d.

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5. As a requester publication, this Statement of Ownership, Management, and Circulation must be published, i.e., it must be printed in an issue that's primary mailed distribution is produced not later than October 10 for publications issued more frequently than weekly; or not later than October 31 for publications issued weekly or less frequently but more frequently than monthly; or in the first issue that's primary mailed distribution is produced after October 1 for all other publications.

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8. Item 17 must be signed.

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