



August 22, 2019

Mr. Brian J. Wagner
President
National Association of Postal Supervisors
1727 King Street, Suite 400
Alexandria, VA 22314-2753

Certified Mail Tracking Number:
7016 3560 0000 7963 1813

Dear Brian:

As a matter of general interest, to celebrate the release of the John Lennon stamps, the Postal Service intends to launch a series of Postal collection boxes throughout Manhattan, New York. Each collection box will have a specially designed mail chute and computer vision system that will recognize John Lennon Forever® stamps and trigger an audio clip specific to the boxes location.

The collection boxes will offer a tour of locations meaningful to John Lennon and Yoko Ono, starting at the Electric Lady Studio and ending at the Café La Fortuna. The tour will be available from September 9 through October 31. Below is the listing of the collection box sites included in the tour:

- 105 Bank Street, 576 Hudson Street, New York, NY 10014
- Café La Fortuna, 219 Columbus, New York, NY 10023
- Ed Sullivan Theater, 1690 Broadway, New York, NY 10019
- Electric Lady Studio, 402 6th Avenue, New York, NY 10011
- Madison Square Garden, 4 Penn Plaza, New York, NY 10001
- NY Bar Association, 521 5th Avenue, New York, NY 10017
- Penthouse, 424 East 52nd Street, New York, NY 10022
- St. Regis, 549 Madison Avenue, New York, NY 10022
- Waldorf Astoria, 350 Park Avenue, New York, NY 10022

Enclosed is a copy of a service talk that further explains the initiative.

Please contact Dion Mealy at extension 6861 if you have any questions concerning this matter.

Sincerely,

Rickey R. Dean
Manager
Contract Administration (APWU)

Enclosure

Mail Carrier Talk

USPS John Lennon Mailbox



What to Expect Inside the Box

Collection will start for 9 new collection boxes on 9/9/19 and go through 10/31/19 throughout the borough in Manhattan to celebrate the John Lennon stamps. Each John Lennon mailbox is outfitted with a custom mail chute.

Collecting the Mail

These boxes require a different arrow key to be used for collection, so in addition to your arrow lock route key you will have a second arrow key for the John Lennon collection boxes.

Once opened you will find a smaller mail tub (18" x 13" x 6") bin, scan the barcode in the back of the box, remove the mail from the bin and always return to the collection box after the mail is collected. **DO NOT take it away from the location.**



DO NOT REMOVE THIS TUB FROM THE LOCATION

Steps for Collection to be followed:

Checklist

- Scan Barcode for Collection located on the front of silver box
- Check to see if the mail chute is clear of mail and debris
- Remove the mail
- Return the smaller bin to the box
- Close the box