

MAIL MANIFEST	1. DISPATCHED FROM	2. CODE	3. TO:	4. CODE	5. DATE (mm/dd/yy)
MAIL CATEGORY		PIECES	WEIGHT	15. VIA (Check One)	
7. Registered Mail (Do not use for transfer of accountability)				<input type="checkbox"/> AIR	
8. Airmail				<input type="checkbox"/> TRUCK	
9. Military Ordinary Mail (MOM)				<input type="checkbox"/> RAIL	
10. Space Available Mail (SAM)				<input type="checkbox"/> BUS	
11. Surface				<input type="checkbox"/> OTHER (Specify)	
12. Outside Pieces (OSP's)				16. Flight Number	
13. Empty Equipment				17. Train Number	
14. TOTAL Pieces & Weights				18. Vehicle Number	
20. Dispatcher Signature (Print Name & Grade)		21. I assume responsibility for mail in my custody (Mail Guard's Printed Name & Signature)			
22. Receiving Clerk's Signature (Print Name & Grade)		23. Time	23a. Date (mm/dd/yy)	24. Delays/Incidents	
				<input type="checkbox"/> NONE	
25. REMARKS		<input type="checkbox"/> DELAYED HOURS			
		(Explain in Item 25)			