



UNITED STATES POSTAL SERVICE  
1 NORTH FRONT STREET  
MEMPHIS TN 38165-9599

RATES & CLASSIFICATION CENTER

FEB 11 1993

Mr. Ilgonis Zarins, Secretary  
Latvian Foundation Incorporated  
217 East 85th Street, Apartment 18  
New York, NY 10028-3091

Dear Mr. Zarins:

We are currently reviewing your application to mail at special bulk third-class rates as a qualified nonprofit organization.

Section 626.13, Domestic Mail Manual (DMM), states, in part, that an application filed by an organization seeking authorization as a qualified non-profit organization must include evidence that the applicant meets the requirements of a qualifying category in section 625.2, DMM.

In order to give further consideration to your application we will need the following additional information:

- \* **Evidence of operation** - You may submit, but are not limited to; minutes of meetings (Board of Directors and/or membership); copies of publications published by the organization, including newsletters, brochures, pamphlets, annual report, etc.; a schedule or listing of activities held within the past 6 months; a copy of the organization's financial statement for the past year listing revenue and expenditures; and any other information which the organization disseminates to describe itself. The documentation should be in ENGLISH or a translation.

The information must be forwarded within 21 days to the Rates and Classification Service Center, Attn: Bob Smith, Case #285078, U.S. Postal Service, 1 North Front Street, Memphis, Tennessee 38165-9599. Please insure that the case number is included in the address to help expedite the application.

You are advised that failure to provide additional information requested to support an application is sufficient reason to deny the application.

Mr. Ilgonis Zarins

If you have any questions, please contact Bob Smith at  
901/576-2192.

Sincerely,

*Reg. Walker*

*(for)* Edward S. Walker  
Manager  
Rates and Classification  
Service Center