

## NFPA Legalmen Project Tip Sheet

### Mailing and Packaging

1. Use packing peanuts or bubble wrap (bottom/sides/top)
2. Every mailed to Iraq MUST have a Customs form attached  
For the 12/05 mailing, I used: PS form 2976-A (Customs Declaration and Dispatch Note – CP 72)
3. Military Care Package Kit

Since Priority Mail supplies are the packaging of choice for families preparing care packages for service members overseas, the USPS has created a "Mili-kit" based on the items most frequently requested by the military.

The kit contains:

1. Three (3) each of flat rate boxes O-FRB1 and O-FRB2
2. Two each of Cube boxes OBOX4 and OBOX7
3. Address labels - Label # 228 10 each
4. One roll of Priority Mail tape
5. 15 customs forms with envelopes.

The kit may be requested by calling 1-800-610-8734 (Packing Supply) and:

Choose your language (1 is English, 2 is Spanish).  
Choose option 1 (it states it is for Express Mail®, Priority Mail or Global Express Guaranteed® products).  
When you reach a live agent, request CAREKIT04.  
Please allow 7-10 days for delivery.  
Note: These are free supplies, postage must be affixed.

4. Before Mailing Items To Soldiers Overseas...

Military Addressing Tips: <http://www.usps.com/supportingourtroops/addressingtips.htm>  
Military Packaging Tips: <http://www.usps.com/supportingourtroops/packagingtips.htm>  
Items You Cannot Send To U.S. Military: <http://www.usps.com/supportingourtroops/maillingrestrictions.htm> (the DHL web site includes playing cards as being restricted items)

### Suggested Items

#### Hygiene

Antibiotic Ointment  
Chapstick/lip balm/Carmex  
Sunscreen (Bull Frog is good)  
Bug Repellent (with deet)  
Face cleaner  
Eye drops/Saline  
Liquid hand sanitizer/Baby wipes  
Foot/body powder (Gold Bond)  
Deodorant

- Shampoo/Conditioner
- Tooth Brush/Toothpaste
- Nose spray/nose drops
- Hand/Body Lotion
- Band-aids, Mole Skin
- Soap
- Mouth Wash
- Nail Clippers
- Dental Floss
- Tums/Rolaids
- Tylenol/Aspirin
- Q-Tips

#### Food

- Single serving pasta
- Ready to heat soups
- Lunchables
- Ramen Noodles
- Powdered Power-aide/Gator-aide or sweetened Kool-aide/Tang
- Granola bars/Cereal Bars
- Fruit Roll-ups
- Raisins
- Beef Jerky (no pork)
- Applesauce
- Fruit/Pudding Cups
- Cereal (individual servings)
- Chex Mix
- Tuna Kits

#### Snacks

- Hard Candy (no chocolate-it melts)
- Snack Mix
- Chips/Cookies/Crackers/Microwave Popcorn/Pretzels
- Pop Tarts
- Licorice
- Sunflower seeds
- Aqua drops
- Gum
- Peanuts in a shell
- Rice Kristy Treats
- Snack Cakes
- Jelly Beans

#### Misc.

- Condiments (salt/pepper/sugar/coffee supplies)
- Lemonade mix/Ice Tea mix (individual packets)
- Cough drops
- Stationery/envelopes/stamps/pens
- Dice/travel games
- Individual instant coffee bags
- Books/magazines
- Tylenol, Ibuprofen & Allergy medicine
- Zipper Ziploc bags - small & large
- Instant cameras
- RainX
- Small sewing kits

Mini Flashlight  
Travel Games  
Puzzle Books  
Stress Balls  
Paperback Books (novels)