

Parts of an Envelope

(How to address an envelope.)

Return Address
Your Mailing Address

Your Name
Street Address or PO Box Number
City State ZipCode

Postage
Adhere USPS* Stamp Here



Donor/Buyer Name
Donor/Buyer Contact Name
Street Address or PO Box Number
City State ZipCode

Delivery Address
Your Donor/Buyer's Mailing Address

* USPS = United States Postal Service