



HOW TO: Application for Delivery of Mail Through Agent

See Reverse for Instructions, Definitions, Agreement Terms, and the Privacy Act Statement.

1. Private Mailbox (PMB) Information

1a. Date PMB Opened Today's Date	1b. Date PMB Closed N/A
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8. Photo ID Information for Applicant⁹

8a. Applicant's Name APPLICANT	8b. Applicant's ID Number PROVIDES ID
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2. Commercial Mail Receiving Agency (CMRA) Place of Business Information

2a. Street Address to be Used for Delivery ² Your Carr center address	2b. PMB # Carr fills out
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8c. Issuing Entity	8d. Expiration Date on the ID
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2c. City	2d. State	2e. ZIP + 4 [®]
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8e. Photo ID type (check one)		
<input checked="" type="checkbox"/> U.S. State/Territory/Tribal Driver's or Nondriver's ID Card ¹⁰	<input type="checkbox"/> Uniformed Service ID	<input type="checkbox"/> Passport
<input type="checkbox"/> U.S. Access Card	<input type="checkbox"/> Matricula Consular	<input type="checkbox"/> Certificate of Naturalization
<input type="checkbox"/> U.S. University ID Card	<input type="checkbox"/> NEXUS Card	<input type="checkbox"/> U.S. Permanent Resident

3. Type of Service Requested

<input checked="" type="checkbox"/> Business/Organization Use ²	<input type="checkbox"/> Residential/Personal Use ³
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9. Address ID Information for Applicant¹¹

9a. Applicant's Name APPLICANT
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4. Name of Applicant		
4a. Last Name	4b. First Name	4c. Middle Initial

4d. Telephone Number (include area code)	4e. Email Address
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9b. Applicant's Street Home Address ¹ APPLICANT PROVIDES ID #2

4f. Applicant's Street Home Address ^{1,4} APPLICANT FILLS OUT SECTION 4
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9c. City	9d. State	9e. ZIP + 4	9f. Country
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4g. City	4h. State	4i. ZIP + 4	4j. Country
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9g. Address ID type (check one) — Must Contain the Address in 9b–9f			
<input checked="" type="checkbox"/> U.S. State/Territory/Tribal Driver's or Nondriver's ID Card ¹⁰	<input type="checkbox"/> Current Lease	<input type="checkbox"/> Home or Vehicle Insurance Policy	<input type="checkbox"/> Mortgage or Deed of Trust
<input type="checkbox"/> U.S. Access Card	<input type="checkbox"/> Vehicle Registration Card	<input type="checkbox"/> Voter Card	

4k. Is applicant a court-ordered protected individual? If "Yes," you must attach a copy of the court order.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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5. Authorized Individual⁸

5b. First Name	5c. Middle Initial
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10. Photo ID Information for Authorized Individual (if applicable)⁹

10a. Authorized Individual's Name N/A	10b. Authorized Individual's ID Number
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5e. Email Address

10c. Issuing Entity	10d. Expiration Date on the ID
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N?A

10e. Photo ID type (check one)		
<input checked="" type="checkbox"/> U.S. State/Territory/Tribal Driver's or Nondriver's ID Card ¹²	<input type="checkbox"/> Uniformed Service ID	<input type="checkbox"/> Passport
<input type="checkbox"/> U.S. Access Card	<input type="checkbox"/> Matricula Consular	<input type="checkbox"/> Certificate of Naturalization
<input type="checkbox"/> U.S. University ID Card	<input type="checkbox"/> NEXUS Card	<input type="checkbox"/> U.S. Permanent Resident

6. If Transferring PMB Mail to Another Address^{7...}

6a. Street Address Mail Is Transferred To APPLICANT FILLS OUT SECTION 6

11. Address ID Information for Authorized Individual (if applicable)¹¹

11a. Authorized Individual's Name N/A

6b. City	6c. State	6d. ZIP + 4	6e. Country
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11b. Authorized Individual's Street Home Address ¹ N/A

6f. Telephone Number (include area code)	6g. Email Address
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11c. City	11d. State	11e. ZIP + 4	11f. Country
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7. Business/Organization Information

7a. Name of Business/Organization Your business info goes here	7b. Type of Business
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11g. Address ID type (check one) — Must Contain the Address in 11b–11f			
<input checked="" type="checkbox"/> U.S. State/Territory/Tribal Driver's or Nondriver's ID Card ¹²	<input type="checkbox"/> Current Lease	<input type="checkbox"/> Home or Vehicle Insurance Policy	<input type="checkbox"/> Mortgage or Deed of Trust
<input type="checkbox"/> U.S. Access Card	<input type="checkbox"/> Vehicle Registration Card	<input type="checkbox"/> Voter Card	

7c. Business Street Address ¹ Your Carr Center address goes here

12. Exceptions for Additional Recipients of Mail¹³

13a. Signature of Applicant ¹⁴ Sign Here**	13b. Date
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7d. City	7e. State	7f. ZIP + 4	7g. Country
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14a. Signature of Witness ¹⁵ ** if signing virtually, document MUST be notarized or witnessed on a video call.	14b. Date
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7h. Telephone Number (include area code)	7i. Place of Registration ⁸
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