


# STAMP MINISTRY GUIDELINES

January 2019

Thank you for the stamps you send to this ministry. The income generated from this ministry goes to support the preparation, publishing and distribution of a new Spanish language curriculum for Sunday Schools. More than 50 lesson series have been published and are being used in churches of 40 different denominations and missions in 19 different Spanish speaking countries in South America, Central America, Spain and even the USA.

A DVD is now available to help in sharing the Stamp Ministry with your church, family and friends. A donation of \$5.00 for the DVD is being asked to help offset the cost of production and postage.

## GENERAL INSTRUCTIONS:

1. Carefully trim the stamps. When possible, leave a border around the stamp of 1/4" to 1/3"  
**Please do not remove any stamps from the paper BUT**, if stamps are already off paper we have a buyer for them.
2. Sort the stamps and place in **plastic bags. Do not use paper clips, rubber bands or saran wrap around the stamps.**
3. Unless specified, the categories below refer to United States stamps and should be sorted as follows:
  - o Small common together, 1/2 cent through current postal rate, including Hanukkah, Kwanza, EID and Purple Heart
  - o Christmas together
  - o High value - anything over the current first class postal rate together
  - o Air Mail together
  - o Presorted, pre cancelled, non profit and bulk rate  
**(these are glued on stamps not information printed on paper)**
  - o Large commemoratives (usually rectangular or larger squares)
  - o Express stamps \$2.90, \$8.75, \$9.95, \$10.95 and up
  - o Priority stamps \$2.40, \$2.90 and up
  - o Love stamps together
  - o Separate foreign stamps into on paper and off paper
  - o Canadian stamps together
  - o Uncancelled stamps
  - o Computer generated postage (with an illustration or a photograph) (with a black mosaic like )  
**- computer stamps with a Christmas motif belong with computer stamps NOT in Christmas**
  - o Stamps that are pre-printed on envelopes
  - o **Damaged stamps**
  - o Stamps off paper
  - o **Please DO NOT send metered mail nor the permit number of businesses and organizations**
  - o We no longer soak stamps off paper. **Colored envelope paper is not to be separated out.**

## IMPORTANT:

**Enclose a self-addressed stamped envelope with name and address inside the top of the package so we can acknowledge receipt of the stamps.**

An email address and / or a phone number would enable us to contact you if the need arises.

May the Lord bless each of you Stampers!

Alliance Stamp Ministry  
15000 Shell Point Boulevard  
Fort Myers, FL 33908

(239) 433-7910