

PRIVACY WAIVER AND AUTHORIZATION FOR DISCLOSURE TO A THIRD PARTY
UNITED STATES POSTAL SERVICE

Submission of this document to the United States Postal Service (“USPS” or “Postal Service”) constitutes your written authorization for the Postal Service to disclose information and records about you, including information and records subject to the Privacy Act, to a third party.

Legal Authority

The Privacy Act of 1974 (5 U.S.C. § 552a); The Freedom of Information Act (5 U.S.C. § 552); 39 C.F.R. Parts 265 and 266.

Your Information

Full Name:	
Current Address:	
Date of Birth:	
Name and address of facility where last employed by USPS (if applicable):	
Date(s) of USPS employment (if applicable):	

Recipient Information

Please provide the name and address of the individual or third party to whom the Postal Service may disclose information and records about you.

Full Name:	
Organization:	
Mailing Address:	

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Description of Records

Please provide a description of the records and their likely location, if known, to which this authorization applies.

Your Signature

The Postal Service will only release the information and records described in the "Description of Records" section, if you provide your signed authorization below.

I am the individual to whom the requested information or record applies. I declare under penalty of perjury that I have examined all the information on this authorization and it is true and correct to the best of my knowledge (18 U.S.C. § 1001). I understand that anyone who knowingly or willfully seeks or obtains access to records about another person under false pretenses is punishable by a fine of up to \$5,000 (5 U.S.C. § 552a(l)(3)).	
Your Signature:	
Print Your Name:	
Date:	

A copy of this authorization and release is as effective and valid as the original. This authorization is valid for 12 months from the date it is signed unless specified otherwise.

Privacy Act Statement

The information you have provided will be used to process your request. Collection is authorized by 39 U.S.C. § 401, 410, and 412. Providing the information is voluntary, but if not provided, we may not process your request. We may only disclose your information as follows: pursuant to this authorization, in relevant legal proceedings; to law enforcement when the USPS or requesting agency becomes aware of a violation of law; to a congressional office at your request; to entities or individuals under contract with USPS; to entities authorized to perform audits; to labor organizations as required by law; to federal, state, local or foreign government agencies regarding personnel matters; to the Equal Employment Opportunity Commission; and to the Merit Systems Protection Board or Office of Special Counsel.