SUSPICIOUS MAIL OR PACKAGES

Protect yourself, your business, and your mailroom.

If you receive a suspicious letter or package:

- **Stop. Don’t handle.**
- **Isolate it immediately.**
- **Don’t open, smell, or taste.**
- **Activate your emergency plan. Notify a supervisor.**

![Suspicious Mail or Packages Image]

- **No return address.**
- **Restrictive markings.**
- **Misspelled words. Badly typed or written.**
- **Possibly mailed from a foreign country.**
- **Excessive postage.**
- **Sealed with tape.**
- **Unknown powder or suspicious substance.**
- **Excessive tape.**
- **Rigid or bulky.**
- **Lopsided or uneven.**
- **Incorrect title or addressed to title only.**
- **Strange odor.**
- **Oily stains, discolorations, crystallization on wrapper.**
- **Protruding wires.**

If you suspect the mail or package contains a bomb (explosive), or radiological, biological, or chemical threat:

- **Isolate area immediately**
- **Call 911**
- **Wash your hands with soap and water**

To order this poster, call 1-800-332-0317.

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