



## Mailing and Delivery Services Approved by the System

Documents and correspondence may be mailed to NYSTRS at the address above. Documents mailed via first-class U.S. Postal Service mail (i.e., USPS regular mail) will be deemed filed the day received by NYSTRS.

In order for a document to be considered filed on the day it was mailed, it should be sent by registered or certified mail via the USPS, or by an equivalent delivery service that provides mail tracking and is approved for use by the System. The following is a list of delivery services approved by the System.

### DHL EXPRESS:

DHL Express 9:00  
DHL Express 10:30  
DHL Express 12:00  
DHL Express Worldwide  
DHL Express Envelope  
DHL Import Express 10:30  
DHL Import Express 12:00  
DHL Import Express Worldwide

### UNITED PARCEL SERVICE (UPS):

UPS Ground  
UPS Next Day Air Early A.M.  
UPS Next Day Air  
UPS Next Day Air Saver  
UPS 2nd Day Air  
UPS 2nd Day Air A.M.  
UPS Worldwide Express  
UPS Worldwide Express Plus

### FEDERAL EXPRESS:

FedEx First Overnight  
FedEx Priority Overnight  
FedEx Standard Overnight  
FedEx 2 Day  
FedEx International Next Flight Out  
FedEx International Priority  
FedEx International First  
FedEx International Economy

### UNITED STATES POSTAL SERVICE (USPS):

USPS Certified Mail  
USPS Registered Mail  
USPS Priority Mail  
USPS Priority Express  
USPS First Class Mail w/Delivery Confirmation  
USPS First Class Mail w/Certificate of Mailing\*

*\*Members must provide proof of mailing by submitting PS Form 3817 to NYSTRS. This form may be obtained from the Post Office at the time of mailing.*