



"Lutheran Women in Mission"

Procedures for the Stamp program

STEP ONE – SORT IN THE FOLLOWING WAY

Commemorative

Larger than the common stamp size; all sides have perforations. If you have a stamp that has one smooth side it is considered a common stamp. **WE NO LONGER TAKE COMMON STAMPS.** (The cost of shipping is more than the value of these stamps.)



High dollar

These are any stamps that cost more than the current first class stamp.



Air Mail



Old style



New Style

Foreign



There are two types. Some come to us, off the paper. Some are still attached to paper. We separate the two.

We save any stamp, any size any value from foreign countries.



Please note:

You will receive some duck stamps.



These are put out by the US Fish & Wildlife Service and are not used for postage. They are of no value, throw out. Other stamps we do not save are: Postage Due, Revenue (IRS, Property), Stock Transfer, Hunting Permit, Documentary, Cigar, Wine Stamps, Metered stamps on tape.

STEP TWO – TRIM



Trim the paper around the stamp to $\frac{1}{4}$ ". There must be a $\frac{1}{4}$ " paper around each stamp. It is **very important that the perforations not be damaged** in the cutting of the paper. The **buyer** is the one that soaks and removes the paper completely.



Do not save stamps that are torn, bent, heavily canceled, written on or have scotch tape attached, preprinted postcards, or postage embossed on envelope.



If you have four or five stamps put on an envelope so close that you cannot separate them without destroying one of them, please send the group to Judy and she will separate them. If there is a commemorative stamp along with stamps of no value, cut the lesser value stamps to leave the higher value stamp in tact.

STEP THREE – BAG THE STAMPS



Please put all the sorted and trimmed stamps into sandwich zip-lock bags label them and give to the person collecting in your local society .



If you have any stamps that you are not sure of, place them in a bag with a question mark and return them with the other bags.

God Bless your work as you.....



TRIM



SORT



BAG

For the Lutheran Women's Missionary League
Pacific Southwest District