

You Can Reduce Unwanted Mail

How Do I Get on Mailing Lists?

Every time you enter a contest, make a donation, buy something, order a product by mail, write a check, send in a subscription or warranty card, chances are your name and address are being added to a mailing list of some kind. Then the mailing list may be rented, sold or traded.

What Can I Do to Reduce Junk Mail?

Below are steps you can take to reduce junk mail. Be patient. It takes three to six months before you notice a reduction in your junk mail. Tell companies you do business with to keep your name and address private.

Call Mail Order Catalog Companies

Most catalogs provide an 800-telephone number for placing an order, call this number and ask to be taken off their mailing list.

Contact Specific Organizations or Businesses

If you receive unwanted flyers or mail, call the customer service department of the organization or business responsible and request that your name be removed from their mailing list. Alternatively, send in a written request that is signed and dated. Include a sample of the mailing label so the sender can identify how you are listed in their files.

Return Junk Mail Stamped "Address Correction Requested" or "Return Postage Guaranteed"

Return it **unopened** to the sender by writing "refused, return to sender" on the envelope. **DO NOT** write this on mail without that special notation; otherwise the post office will not return it to the sender.

Get Off National Mailing Lists

Write to the address below and ask to be placed on a "suppress" file. Include \$1 and a list of your name and address in all the different ways it appears on your junk mail. The Mail Preference Service places your name in the suppress file for five years. The Direct Marketing Association sends this list to its business subscribers four times a year.

Direct Marketing Association, Mail Preference Service
P. O. Box 643, Carmel, NY 10512
212-768-7277 x 1500, www.dmachoice.org

Notify Mailing List Brokers *

Some companies specialize in collecting and selling mailing lists. Write or call these companies and ask to be placed in their "suppress" files:

Experian

1-888-5OPTOUT (1-888-567-8688), www.optoutprescreen.com

Equifax

1-800-873-7655

Infogroup

(Parent Company of InfoUSA and Donelly Marketing, Inc.)
5711 S. 86th Circle, Omaha, NE 68127
1-800-321-0869, Contentfeedback@infousa.com
<http://www.infogroup.com/index.php/connectmenu/call-email-us>

Axiom Corporation

1-888-322-9466, http://www.axiom.com/products_and_services/privacy_services/Pages/PrivacyServices.aspx

Haines & Company, Inc.

8050 Freedom Ave., NW, North Canton, OH 44720
1-800-843-8452, <http://www.criss-cross.com/contact.aspx>

Reduce Coupons, Ads, Product Samples

If you don't want these items, check for the name of the company distributing the item. Write or call and ask that your address be removed from the company's lists. Examples of mailers:

Valassis

(Parent Company of ADVO and Red Plum Coupon Book)
1-800-437-0479, <http://www.valassis.com/1024/Contact/MailingListRemoval.aspx>

Val-Pac Coupons

(blue envelope full of coupons)
<http://www.coxtarget.com/mail suppression/s/DisplayMailSuppressionForm>



You Can Reduce Unwanted Mail

Carol Wright Gifts

1-800-345-5866, <http://www.carolwrightgifts.com/framework/controller.cfm?action=chatLP>

Epsilon Data Services

Abacus Cooperative Databases

1-800-309-0505, <http://www.epsilon.com/Privacy-Policy/Epsilon-Consumer-Opt-out-Information/p152-l2>

Contact Credit Bureaus

Credit Bureaus may sell names and addresses to banks and credit card companies. Federal legislation that took effect in 1997 enables consumers to remove their names from the lists that credit-reporting agencies provide to credit-card issuers. There is now a new, easier single number for consumers to call to get off these mailing lists. The new toll-free number is 1-888-5OPTOUT (888-567-8688). Consumers are asked to give their name, address and social security number in order to have their name removed.

Avoid Warranty Cards

Warranty cards are a means of gathering names for mailing lists and to inform customers about product recalls. When you purchase a product, you may be covered by the manufacturer's warranty even if you do not send in the warranty card. Check with the manufacturers to find out whether or not you are covered and keep the receipt as proof of purchase.

Phone Books

Call the numbers below to remove your address from the phone book:

Yellow Book: 1-800-929-3556 – renew every two years

Verizon: 1-888-266-5765

Catalog and Phone Book Recycling

Catalog Choice has a free service that lets you find and set mail preferences for thousands of companies, including catalog mailers, financial services, and phone books.

<http://www.catalogchoice.org/>

TELEMARKETING

How Can I Stop Sales Calls?

It is difficult to completely eliminate sales phone calls. However, you can dramatically decrease the number of calls you receive by taking the following steps:

1. Sign up for the Direct Marketing Association Telephone Preferences Services (TPS) to have your phone number added to the DMA's "don't call" list.

DMA Telephone Preference Services
1-888-382-1222, <https://www.donotcall.gov/>

2. When you are contacted by telemarketers, tell them to put you on their "do not call" list. Federal laws require them to maintain and honor such lists.
3. Screen your calls with an **answering machine**.
4. Get an **unlisted phone number**.

For More Information

CalRecycle:

<http://www.calrecycle.ca.gov/ReduceWaste/JunkMail/default.htm>

Stopthejunkmail.com

<http://www.stopthejunkmail.com>

The Privacy Rights Clearinghouse

<http://www.privacyrights.org/fs/fs4-junk.htm>

The National Waste Prevention Coalition

<http://your.kingcounty.gov/solidwaste/nwpc/junkmail.htm>

For further information in the City of Los Angeles, please contact the Solid Resources Citywide Recycling Division at (213) 485-2260.

*Note: Some of these companies also utilize the Direct Marketing Association "Suppress" files.

