

LICENSING ANNOUNCEMENT

JULY 17, 2009

Reminder on the *FASTforward*[®] and LPE Box Connection Policy

Primary Audience: *FASTforward* Licensees and MLOCR Manufacturers

What: As a reminder, upon receipt of a USPS[®] issued *FASTforward* or Licensee-Provided (LPE) system, customers must install and turn on their new system and connect to a dedicated telephone line within seven (7) business days from the date the system is received. The USPS[®] requires that each *FASTforward*/LPE system at a Licensee's site have a dedicated telephone line that shall be permanently attached to the modem facility of the USPS *FASTforward* computer system to enable USPS data telecommunications 24 hours a day.

This policy is outlined in section 5.6 of the *FASTforward* Licensee Performance Requirements.

If the phone number listed as the dedicated telephone line for the *FASTforward*/LPE system has changed, Licensees must notify the USPS within 48 hours in writing via ncoalink@usps.gov. Include your company name, site ID and the new phone number. Once the USPS is notified, the *FASTforward*/LPE system will be polled to verify a connection.

Impact: For new customers, failure to install, turn on and connect to telephone line within seven (7) business days of receipt of a *FASTforward*/LPE system will result in the USPS contacting your company to determine the reason why the system cannot be connected to. For existing Licensees, failure to maintain a connection to the USPS *FASTforward* computer system for at all times may result in the interruption of *FASTforward* processing.

When: Immediately

What you need to do: Make sure the *FASTforward*/LPE system maintains a connection to the USPS *FASTforward* computer system 24 hours 7 days a week. If the telephone number of the dedicated modem line changes, Licensees must notify the USPS within 48 hours via ncoalink@usps.gov. Please share this information with all pertinent contacts at your company.

If you have any questions regarding this policy, please contact the Move Update Support Department at 800-589-5766.