

# **Intelligent Mail® Symposium**

## **Intelligent Mail Full-Service Benefits**

**Pritha Mehra**

**July 16, 2009**

## ➤ 1 – Lower Price in November 2009

### • 2 – Full Service ACS

- Change of Address
- Nixie

### • 3 – Start-the-Clock and Container Visibility

### • 4 – Methods for Receiving Feedback Information

- Online Reports
- Mail.XML Push
- Mail.XML Pull

### • 5 – Full Service Feedback / Data Distribution

- Lower Price in November 2009
- Full Service ACS
  - Change of Address
  - Nixie
- Start-the-Clock
- Container Visibility

## **Beginning Nov. 2009, Intelligent Mail will have the following price structure:**

- o Intelligent Mail Basic Service:
  - ✓ Automation prices
  - ✓ Same prices as POSTNET™
  
- o Intelligent Mail Full-Service:
  - ✓ \$0.003 for First-Class Mail
  - ✓ \$0.001 for Standard Mail, Periodicals, Bound Printed Matter

When you implement Full-Service, you will save \$.003 for each First-Class Mail® letter, card, and postcard.

## First Class Mail (</=1oz)

	Letters			Postcards			Flats		
	Regular	Full-Service	( )	Regular	Full-Service	( )	Regular	Full-Service	( )
<b>5-Digit</b>	.335	.332	.003	.205	.202	.003	.205	.202	.003
<b>3-Digit</b>	.357	.354	.003	.218	.215	.003	.218	.215	.003
<b>AADC</b>	.360	.357	.003	.220	.217	.003	.220	.217	.003
<b>MAADC</b>	.382	.379	.003	.230	.227	.003	.230	.227	.003

When you implement Full-Service, you will save \$.001 for Standard Mail

Standard													
Automation													
Letters >= 3.3 oz. per piece	Entry Discount	5 Digit	Full-Service	()	3-Digit	Full-Service	()	AADC	Full-Service	()	MAADC	Full-Service	()
	None	.233	.232	.001	.251	.250	.001	.253	.252	.001	.270	.269	.001
	DBMC	.119	.118	.001	.217	.216	.001	.219	.218	.001	.236	.236	.001
	DSCF	.190	.189	.001	.208	.207	.001	.210	.209	.001	---	---	.001

- 1 – Lower Price in November 2009

## ➤ 2 – Full Service ACS

- Change of Address
- Nixie

- 3 – Start-the-Clock and Container Visibility

- 4 – Methods for Receiving Feedback Information

- Online Reports
- Mail.XML Push
- Mail.XML Pull

- 5 – Full Service Feedback / Data Distribution

- **What is Full-Service ACS?**

- Change of Address (COA)& Nixie Detail Records
  - ✓ Change of Address due to Move and Other Reasons
  - ✓ Automated address correction information at no additional charge
  - ✓ Data used to Update Address Records
  - ✓ Optional

- **Who gets Full-Service ACS?**

- Mail Owners and Delegate



## Address Correction Markings

**Ancillary Service  
Endorsement**

**Participant Code**

**Keyline for Address  
Change Service**



**POSTNET™ Code  
for Sortation**

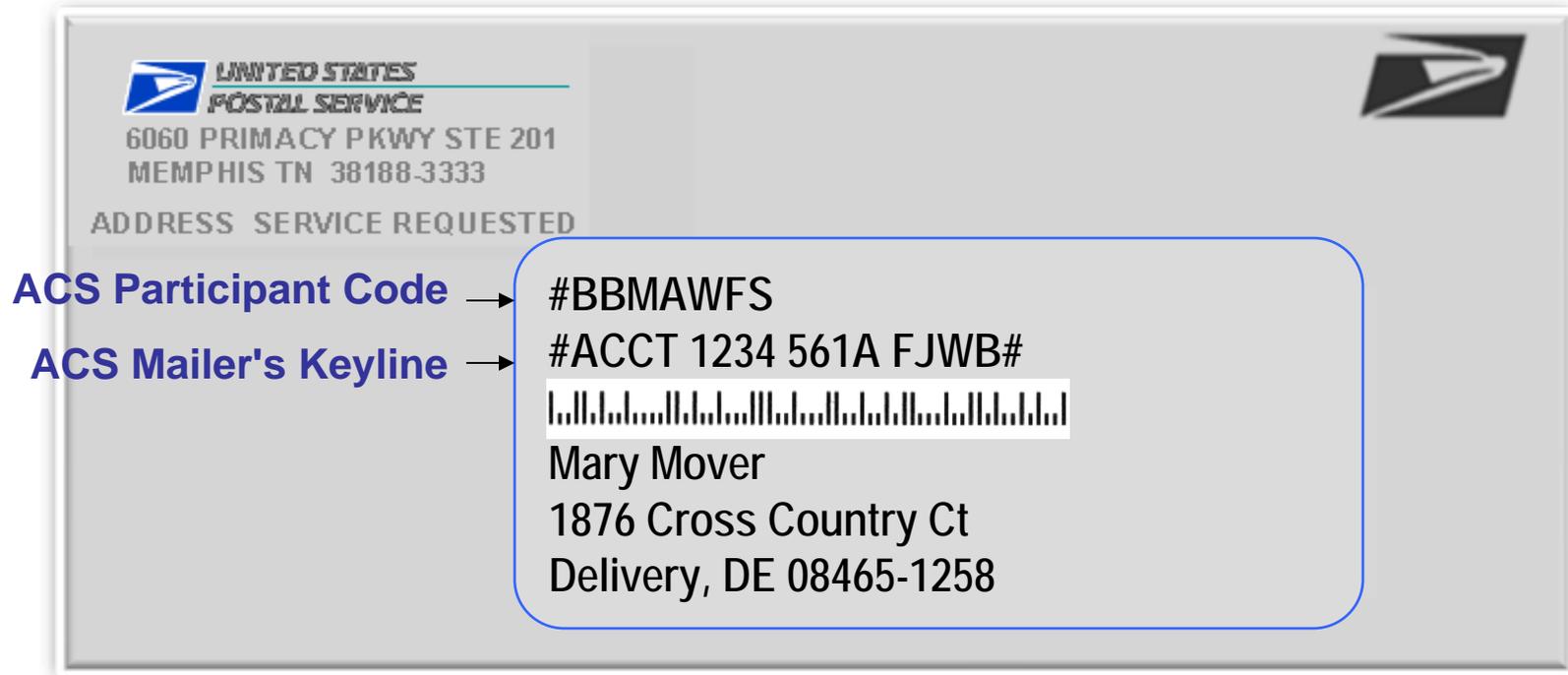
SERVICE	RECORDS DELIVERY	BARCODE REQUIRED	ASE REQUIRED	RETURN ADDRESS	FEE
Manual Address Correction	Hard copy	None	Yes	Yes	Per manual notice issued
Traditional ACS®	Electronic via RIBBS™ or CD	None	Yes	Yes	Per electronic notice issued
OneCode ACS®	Automated via RIBBS	IM™	Yes (optional for Periodicals)	Yes	Per automated notice issued
Full-Service ACS™	Automated via download from the Business Customer Gateway or via Mail.XML®	IM	Yes (optional for First-Class Mail® & Periodicals)	Yes	None for First-Class Mail None for 30 days for Standard Mail® & Bound Printed Matter (fees apply for duplicate notices after 30 days) None for 60 days for Periodicals (fees apply for duplicate notices after 60 days)

- Manual
  - Hardcopy Notice
- Traditional
  - Posted on RIBBS/CD
  - Mailer chooses daily, biweekly, weekly, bimonthly, or monthly fulfillments
- OneCode ASC®
  - Address corrections are compiled by Participant ID/MID, posted to RIBBS Daily
  - Mailer logs into website manually or through a script or other automated process to collect data.
- Full Service
  - Business Customer Gateway Downloadable Reports
  - Mail.XML Push/Pull

- The mailer prints the requested Ancillary Service Endorsement on each piece.



- The mailer prints the requested Ancillary Service Endorsement on each piece.
- The mailer prints the Participant ID and optional Mailer's Keyline at the top of the address block.



## Intelligent Mail® Barcode is used instead of:

- o ASC Participant Code
- o ACS Mailer's Keyline
- o POSTNET™ barcode

*ABC Company*  
1234 Main St  
Anywhere, ST 1235-9876

ADDRESS SERVICE REQUESTED

PRSR STD  
U.S. POSTAGE PAID  
ABC COMPANY



EILEEN SIDEWAYS  
865 CROOKED CT  
MOUNTAIN, MT 59051-4537

- Traditional ACS
  - Printed Participant Code
    - ✓ 7 alpha characters
  - Printed Mailer's Keyline
    - ✓ 15 alphanumeric characters, plus check digit
- OneCode ACS® and Full-Service ACS™ barcode
  - Mailer ID
    - ✓ 6/9digits
  - Serial Number
    - ✓ 9/6 digits

#BBMAWFS  
#ACCT 1234 561A FJWB#  
  
Art Deco  
33 Stylized St  
Modern, MT 57653-4770



JOY NOEL  
833 CHRISTMAS CT  
HOLIDAY, AR 72519-9520

<b>Service</b>	<b>Basic</b>	<b>Full-Service</b>
Manual Address Corrections	✓	✓
Traditional ACS®	✓	✓
OneCode ACS®	✓	<b>X</b>
Full-Service ACS™	<b>X</b>	✓

- Service Type ID determines Service Fulfillment

## 6-digit Mailer Identifier

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Barcode ID [2N]		Service Type ID [3N]			Mailer ID [6N]						Serial Number [9N]									Routing Code [none, 5, 9, or 11N]										

## 9-digit Mailer Identifier

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Barcode ID [2N]		Service Type ID [3N]			Mailer ID [9N]									Serial Number [6N]						Routing Code [none, 5, 9 or 11N]										

## Service Type ID's Determine Fulfillment of Services

Class of Mail	Address Correction Option	Basic Option w/o Confirm <sup>®1</sup>	Basic Option w/Confirm <sup>1</sup>	Full-Service w/o Confirm <sup>1</sup>	Full-Service w/Confirm <sup>1</sup>	Non-Auto w/o Confirm <sup>2</sup>	Non-Auto w/Confirm <sup>2</sup>
First-Class Mail <sup>®</sup>	No Address Corrections	300	310	260	270	700	310
	Manual Corrections*	700	40	36	41	700	40
	Traditional ACS <sup>®</sup>	080, 082	140, 240	081, 083	141, 241	080, 082	140, 240
	OneCode ACS <sup>®</sup> - ASR	80	140			80	140
	OneCode ACS - ASR Option 2	80	140			80	140
	OneCode ACS - CSR	82	240			82	240
	OneCode ACS - CSR Option 2	82	240			82	240
	<b>Full-Service ACS<sup>™</sup> - ASR</b>			<b>81</b>	<b>141</b>		
	<b>Full-Service ACS - ASR Opt 2</b>			<b>81</b>	<b>141</b>		
	<b>Full-Service ACS - CSR</b>			<b>83</b>	<b>241</b>		
<b>Full-Service ACS - CSR Opt 2</b>			<b>83</b>	<b>241</b>			
Standard Mail <sup>®</sup>	No Address Corrections	301	311	261	271	702	311
	Manual Corrections*	702	42	37	43	702	42
	Traditional ACS	090, 092	142, 242	091, 093	143, 243	090, 092	142, 242
	OneCode ACS - ASR	90	142			90	142
	OneCode ACS - CSR	92	242			92	242
	Full-Service ACS - ASR			91	143		
	Full-Service ACS - CSR			93	243		

- COA record contains the Move Effective Date, move type (Family, Individual, Business), parsed name - from the COA, not the mailpiece, parsed old and new address
- Nixie record (nondelivery for reasons other than a move) contains the Participant ID, the keyline, and the reason for nondelivery code.

## Full-Service ACS Features

- First-Class Mail®
  - All COA and Nixie address correction records without additional charge for subsequent notices
  - Must meet Move Update requirements
- Standard Mail®
  - The first unique COA/Nixie notice at no additional charge
  - Subsequent notice at no additional charge for 30 days
  - Must meet Move Update requirements
- Periodicals
  - The first unique COA/Nixie notice at no additional charge
  - Subsequent notice at no additional charge for 60 days
  - Charges for additional notices will be applied by mail class

- **Browser based download:**
  - Online web page allows downloading of compressed files over HTTPS protocol
- **Mail.XML Pull**
  - Customer sends Request message invoking USPS Web Services to pull data in XML format
- **Mail.XML Push**
  - USPS invokes a customer's Web Service method/URL and pushes XML data to the customer Web Service

## Full-Service ACS Nixie Detail Report: download sample

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Mailing Group Id	Job Id	Original MB	Record Creation Date	Action Code	Parsed Address on Piece	On Piece City State Zip	Reason Code	Return to Address	Return to City State Zip	Keyline from eDOC	Fee Notification	Class/Notification Type	Mailer ID 6	Mailer ID 9
2	59674612	SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	7931 SW 37	MIAMI FL 331A		NA	NA	NA	No	A	100024	
3		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	1404 STEINB	RALEIGH NC X		NA	NA	NA	No	A	100024	
4		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	1105 KILT C1	KNIGHTDALE V		NA	NA	NA	No	A	100024	
5		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	3150 W STA	CORSICANA Q		NA	NA	NA	No	A	100024	
6		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	3024 WALLF	DUNDALK MIN		NA	NA	NA	No	A	100024	
7		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	702 PLUMAS	RENO NV 89 I		NA	NA	NA	No	A	100024	
8		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	4380 HARRIS	OGDEN UT 8 D		NA	NA	NA	No	A	100024	
9		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	13049 CANC	DETROIT MI 4 R		NA	NA	NA	No	A	100001	
10		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	279 WMESEN	MORAINO OH P		NA	NA	NA	No	A	100001	
11		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	1607 W BRO	LOUISVILLE I		NA	NA	NA	No	A	100001	
12		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	3580 DURDE	ATLANTA GA V		NA	NA	NA	No	A	100064	
13		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	PO BOX 312	MYRTLE BEACH Q		NA	NA	NA	No	A	100064	
14		SCAT8v10	91100000000000000000000000000000	4/23/2009	WV	2506 RICE S	CHESAPEAKE P		NA	NA	NA	No	C	100040	
15		SCAT6v16	14390000000000000000000000000000	4/27/2009	WV	10075 W DA	LAKEWOOD N		NA	NA	NA	No	C		900000045
16		SCAT6v16	14390000000000000000000000000000	4/27/2009	WV	PO BOX 803	DALLAS TX I		NA	NA	NA	No	C		900000045
17		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	14675 MARS	BAUXITE AR S		NA	NA	NA	No	A	100024	
18		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	5504 PROFE	VIRGINIA BE E		NA	NA	NA	No	A	100024	
19		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	3300 6TH ST	CANTON OH N		NA	NA	NA	No	A	100001	
20		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV		43204 L		NA	NA	NA	No	A	100001	
21		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	1150 RANKIN	STONE MOUIS		NA	NA	NA	No	A	100064	
22		SCAT8v10	91100000000000000000000000000000	4/23/2009	WV	3301 MAORI	CHESAPEAKE N		NA	NA	NA	No	C	100040	
23		SCAT6v16	14390000000000000000000000000000	4/27/2009	WV	6440 S FIG #	FRESNO CA U		NA	NA	NA	No	C		900000045
24		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	3906 WINDS	GARLAND T V		NA	NA	NA	No	A	100024	
25		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	2708 N 5TH S	PARAGOLLER		NA	NA	NA	No	A	100024	
26		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	2618 OWAIS	CUYAHOGA E		NA	NA	NA	No	A	100024	
27		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	3 CENTER W	PURVIS MS 3 U		NA	NA	NA	No	A	100001	
28		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV		38225 B		NA	NA	NA	No	A	100001	
29		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	1995 CALUM	CLARKSVILLA		NA	NA	NA	No	A	100001	

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- **3 – Start-the-Clock and Container Visibility**

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- Start-the-Clock information
  - o Date when Mailing was inducted for Day 0 Processing
  - o Provided to Mail Owner and Mail Preparer
  - o Available after the mail has been verified and accepted by USPS
- Container Visibility Scans
  - o Container Scans where available

- Acceptance of business mail
  - Entered at the BMEU
  - Plant Verified Drop Shipment
  - DMU Verified, Mailer Transported
- Mail must be accepted prior to Critical Acceptance Time (CAT) or Critical Entry Time (CET) to receive same-day processing.



Start-the-Clock is based on:

- Critical Acceptance Time:
  - o Start-the-Clock Day 0 applies to all mailings received prior to CAT as documented in *PostalOne!*

*Here's an example for mail deposited at a BMEU:*

The hours of operation for BMEU are 9:00 am to 6:00 pm

The Critical Acceptance Time for First-Class is 6:00 pm

The mail arrives at 5:45 pm on October 16 as recorded in *PostalOne!*

The verification start time is 5:45 pm on Oct. 16

The verification complete time is 6:15 pm on Oct. 16

Mail passes verifications

The Start-the-Clock Day 0 is Oct. 16 based upon the mail arrival time of 5:45 which is before the CAT for Presorted First-Class mail.

- Start-the-Clock is based upon:
  - Facility Access and Shipment Tracking (FAST) appointment Time
  - Appointment must be scheduled prior to CET for Day 0 processing
- On Time Arrival (met appointment time)
  - Start-the-Clock Day 0 is the Arrival Date
- Early Arrival
  - Start-the-Clock Day 0 is Arrival time or Unload start time, whichever is first
- Late Arrival
  - Start-the-Clock Day 0 based on Unload start time; unload start time must be prior to CET for Day 0 processing

*Here's an example for Drop Ship Mail Inducted at a Plant:*

The hours of operation for the Plant is 06:00 am to 24:00

The Critical Entry Time for Standard Mail is 16:00 pm

The appointment time is 15:00 pm on Oct. 16

The mail arrives at 14:15 on Oct. 16

Mail is unloaded at 16:15 pm on Oct. 16

The Start-the-Clock Day-0 is Oct. 16 based upon the appointment time of 15:00 and the mail arrival prior to the appointment of 15:00 pm.

- Establish CSA for Origin Entered mail
- Critical Acceptance Time (CAT) for each trailer dispatch is based upon the Critical Entry Time (CET) of the processing facility
- The transportation time between the Detached Mail Unit and the Processing Facility, as well as mail verification time must be taken into account when determining CAT
- Additional Presort separations are agreed upon for mail to determine Start-the-Clock by dispatch
- Container readiness per the Start-the-Clock rules established in the CSA is validated by the DMU acceptance clerk

Restricted Information

[Home](#) > [Start-the-Clock Summary Report Search](#) 

Today: Jan 8, 2009 09:15:42 AM

## Start-the-Clock Summary Report Search

<b>Job ID:</b>	<input type="text"/>	<b>Search With:</b>	<input type="text" value="exact value"/>
<b>Entry Point Type:</b>	<input type="text" value="All"/>	<b>Facility:</b>	<input type="text" value="All"/>
<b>City, State</b>	<input type="text"/>	<b>Zip (3 or 5):</b>	<input type="text"/>
<b>Start-the-clock Date Range:</b>	<b>From:</b> <input type="text" value="01/01/2009"/>	<b>Display per Page:</b>	<input type="text" value="10 results"/>
	<b>To:</b> <input type="text" value="01/08/2009"/>		
<input type="button" value="Search"/>			

Please click on an Job ID to view the Start-the-Clock details for that job.

Job ID ^	Entry Point Type	Facility	City, State	Zip	Start-the-Clock
<a href="#">9878988880</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">6668765468</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">ACI88867</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">EDROPT20</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">SCEND38A</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">9878988880</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">9878988880</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">9878988880</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">9878988880</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">9878988880</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008

Page 1 of 2 [Next >>](#)

- USPS Scans Intelligent Mail Container Barcodes where sites are enabled



[Feedback](#) | [Personal Profile](#) | [Logout](#)

Restricted Information

[Home](#) > [Start-the-Clock Summary Report Search](#) > [Start-the-Clock Summary Report](#) > [Container Visibility/Scan Report](#)
?
Today: Jan 26, 2009 12:59:33 PM

---

**Appointment Information**

<b>Start-the-Clock Appointment Number:</b>	623456789	<b>Total Containers in Appointment:</b>	3	<b>Appointment Date/Time:</b>	August 02, 2008 09:00 AM
<b>USPS Induction Facility:</b>	Atlanta SCF	<b>Arrival Date/Time:</b>	September 02, 2008 09:00 AM		
<b>Unload Start:</b>	02/18/2008 14:25 EDT	<b>Unload End:</b>	02/18/2008 14:55 EDT		

---

**Job Summary Information**

<b>JOB ID:</b>	9878988880	<b>Class:</b>	Standard Mail	<b>Total Container Count:</b>	29
<b>Origin Facility:</b>	Baltimore P&DC	<b>Arrival Date/Time:</b>	03/01/2008 15:25 EDT		
<b>Start-the-Clock Date (Day 0):</b>	03/01/2008				

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**Container Visibility/Scan Information**

Mailing Group ID	USPS Induction Facility	USPS Induction Facility Locale Key	IM Container Barcode	Container Scan Date/Time	Induction Status	Induction Issue Desc	Induction Issue Resolution
555678	Atlanta SCF	X10054	99M423905469898432348	02/18/2008 14:00 EDT	Accepted	None	
555678	Atlanta SCF	X10054	99M423905469898432349	02/18/2008 14:00 EDT	Accepted	None	

[Feedback](#) | [Logout](#) |  
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[Terms of Use](#)

- **Online Reports**
- **Mail.XML Pull**
  - o Customer sends Request message invoking USPS Web Services to pull data in XML format
- **Mail.XML Push**
  - o USPS invokes a customer's Web Service method/URL and pushes XML data to the customer Web Service

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- **4 – Methods for Receiving Feedback Information**

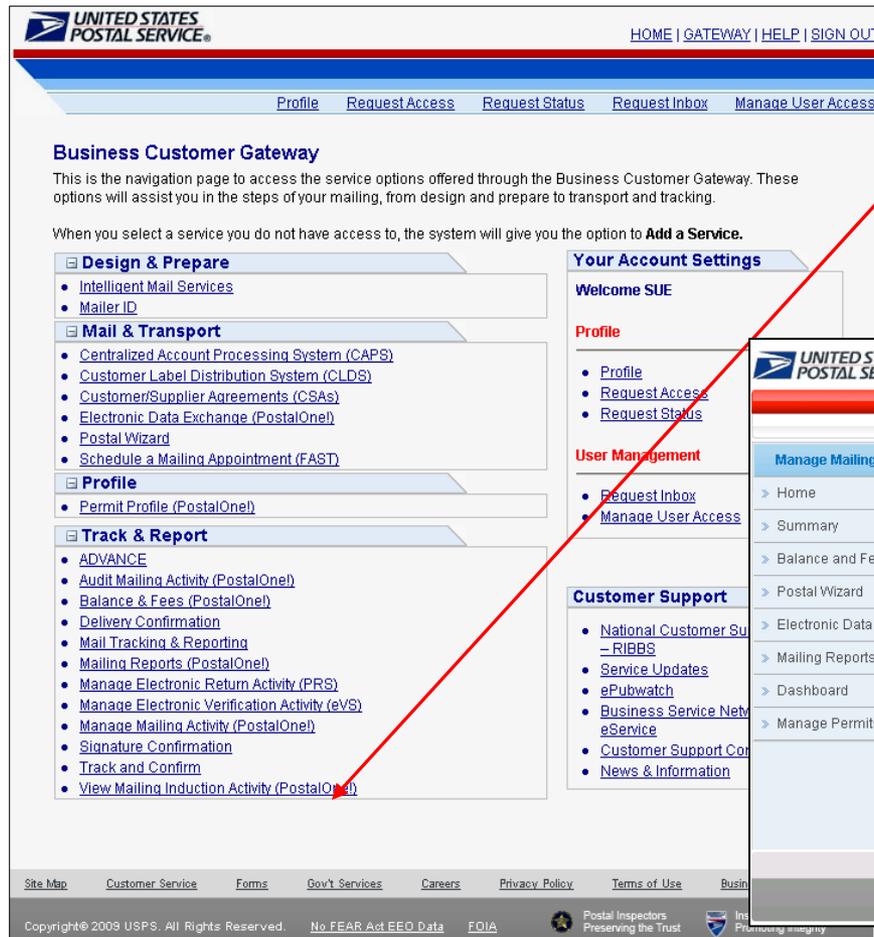
- **Online Reports**
- **Mail.XML Push**
- **Mail.XML Pull**

- 5 – Full Service Feedback / Data Distribution

- Full Service Mailings Submit Electronic Documentation (eDOC)
- eDOC identifies Mail Owner and Mail Preparer
- Recipients of Full Service Feedback should
  - o Sign up to the Business Customer Gateway
  - o Establish Profiles as necessary to Receive Information
  - o Determine how they wish to receive the data
  - o Delegate Third Party to Receive Data if necessary via the Mailer ID application

- **Online:**
  - Online access to downloadable compressed files for Full Service ACS
  - Online Reports for Start-the-Clock and Container Visibility
- **Mail.XML Pull**
  - Customer sends Request message invoking USPS Web Services to pull data in XML format
- **Mail.XML Push**
  - USPS invokes a customer's Web Service method/URL and pushes XML data to the customer Web Service

## Access to Full-Service reporting is through the Business Customer Gateway



UNITED STATES POSTAL SERVICE® HOME | GATEWAY | HELP | SIGN OUT

Profile Request Access Request Status Request Inbox Manage User Access

**Business Customer Gateway**

This is the navigation page to access the service options offered through the Business Customer Gateway. These options will assist you in the steps of your mailing, from design and prepare to transport and tracking.

When you select a service you do not have access to, the system will give you the option to **Add a Service**.

- Design & Prepare**
  - Intelligent Mail Services
  - Mailer ID
- Mail & Transport**
  - Centralized Account Processing System (CAPS)
  - Customer Label Distribution System (CLDS)
  - Customer/Supplier Agreements (CSAs)
  - Electronic Data Exchange (PostalOne!)
  - Postal Wizard
  - Schedule a Mailing Appointment (FAST)
- Profile**
  - Permit Profile (PostalOne!)
- Track & Report**
  - ADVANCE
  - Audit Mailing Activity (PostalOne!)
  - Balance & Fees (PostalOne!)
  - Delivery Confirmation
  - Mail Tracking & Reporting
  - Mailing Reports (PostalOne!)
  - Manage Electronic Return Activity (PRS)
  - Manage Electronic Verification Activity (eVS)
  - Manage Mailing Activity (PostalOne!)
  - Signature Confirmation
  - Track and Confirm
  - View Mailing Induction Activity (PostalOne!)

**Your Account Settings**

Welcome SUE

**Profile**

- Profile
- Request Access
- Request Status

**User Management**

- Request Inbox
- Manage User Access

**Customer Support**

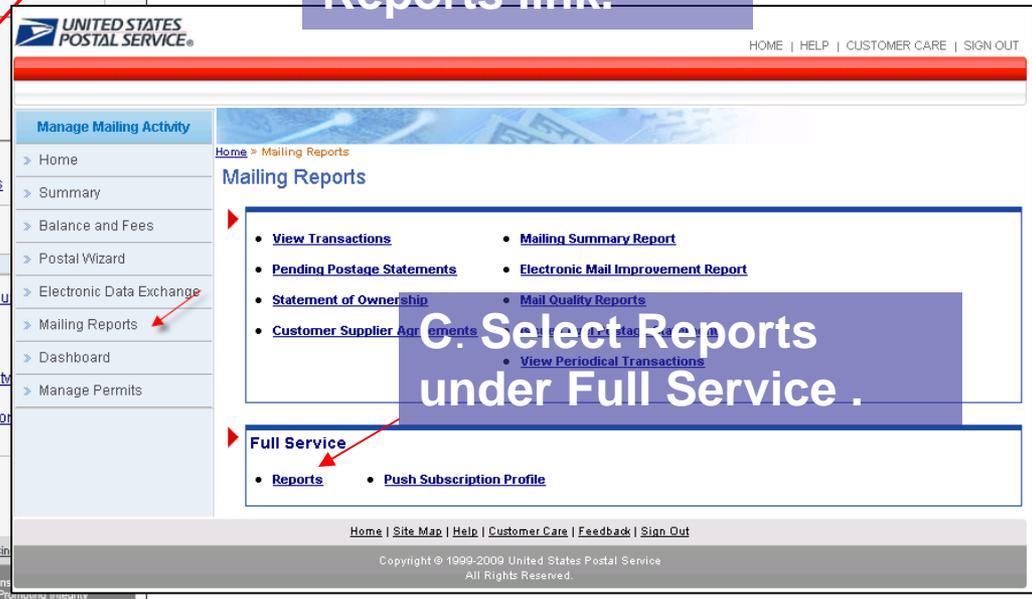
- National Customer Support - RIBBS
- Service Updates
- ePubwatch
- Business Service Network eService
- Customer Support Center
- News & Information

Site Map Customer Service Forms Gov't Services Careers Privacy Policy Terms of Use Business

Copyright © 2009 USPS. All Rights Reserved. No FEAR Act EEO Data FOIA Postal Inspectors Preserving the Trust

**A. When logged in, select the Manage Mailing Activity link.**

**B. Select Mailing Reports link.**



UNITED STATES POSTAL SERVICE® HOME | HELP | CUSTOMER CARE | SIGN OUT

Manage Mailing Activity

- > Home
- > Summary
- > Balance and Fees
- > Postal Wizard
- > Electronic Data Exchange
- > Mailing Reports
- > Dashboard
- > Manage Permits

Home > Mailing Reports

**Mailing Reports**

- View Transactions
- Pending Postage Statements
- Statement of Ownership
- Customer Supplier Agreements
- Mailing Summary Report
- Electronic Mail Improvement Report
- Mail Quality Reports
- View Periodical Transactions

**Full Service**

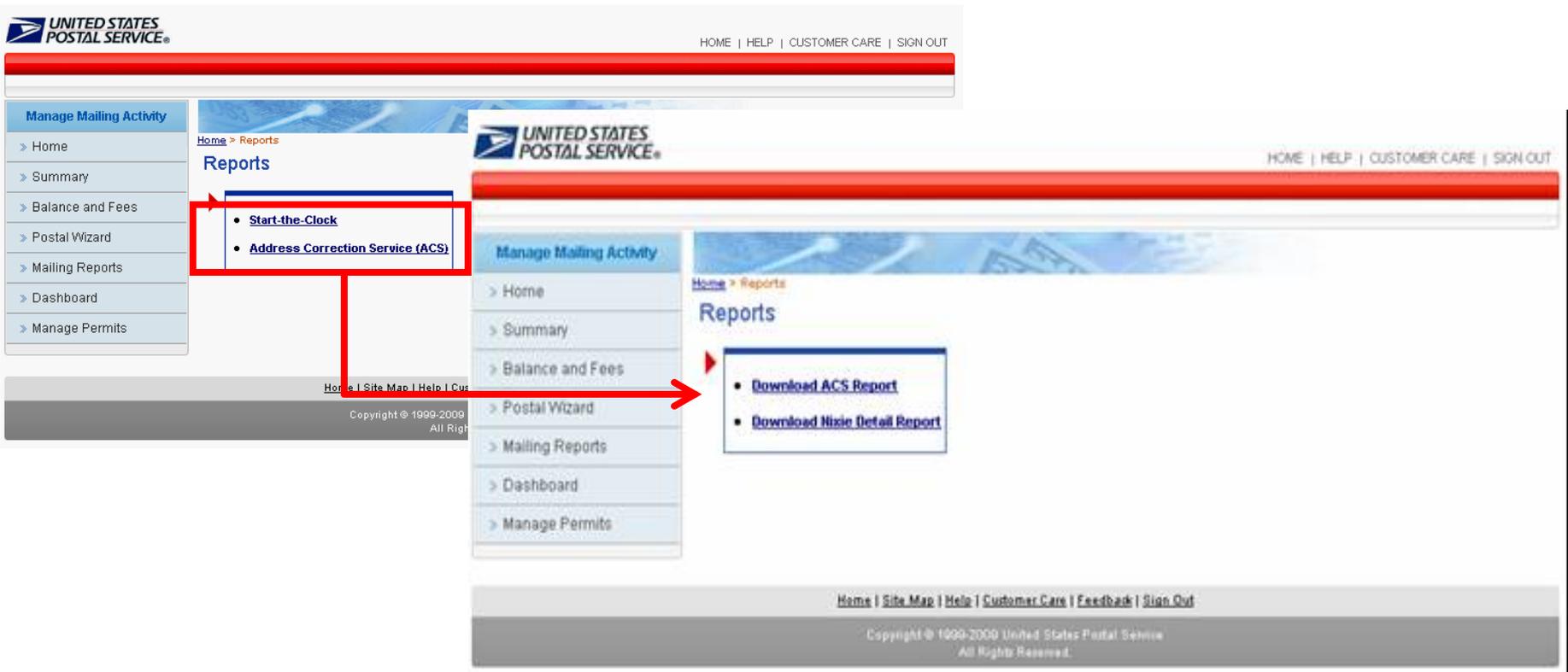
- Reports
- Push Subscription Profile

Home | Site Map | Help | Customer Care | Feedback | Sign Out

Copyright © 1999-2009 United States Postal Service All Rights Reserved.

**C. Select Reports under Full Service.**

Click the “Address Correction Service (ACS)” link from the Reports page to download the Full Service ACS, COA, or Nixie Reports.



The screenshot illustrates the navigation path on the USPS online portal. It shows two overlapping views of the 'Reports' page. In the left view, the 'Address Correction Service (ACS)' link is highlighted with a red box, and a red arrow points to the right view. In the right view, the 'Download ACS Report' and 'Download Nixie Detail Report' links are highlighted with a blue box, and a red arrow points to the footer area.

UNITED STATES  
POSTAL SERVICE®

HOME | HELP | CUSTOMER CARE | SIGN OUT

Manage Mailing Activity

- > Home
- > Summary
- > Balance and Fees
- > Postal Wizard
- > Mailing Reports
- > Dashboard
- > Manage Permits

Home > Reports

Reports

- [Start-the-Clock](#)
- [Address Correction Service \(ACS\)](#)

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Manage Mailing Activity

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- > Summary
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Reports

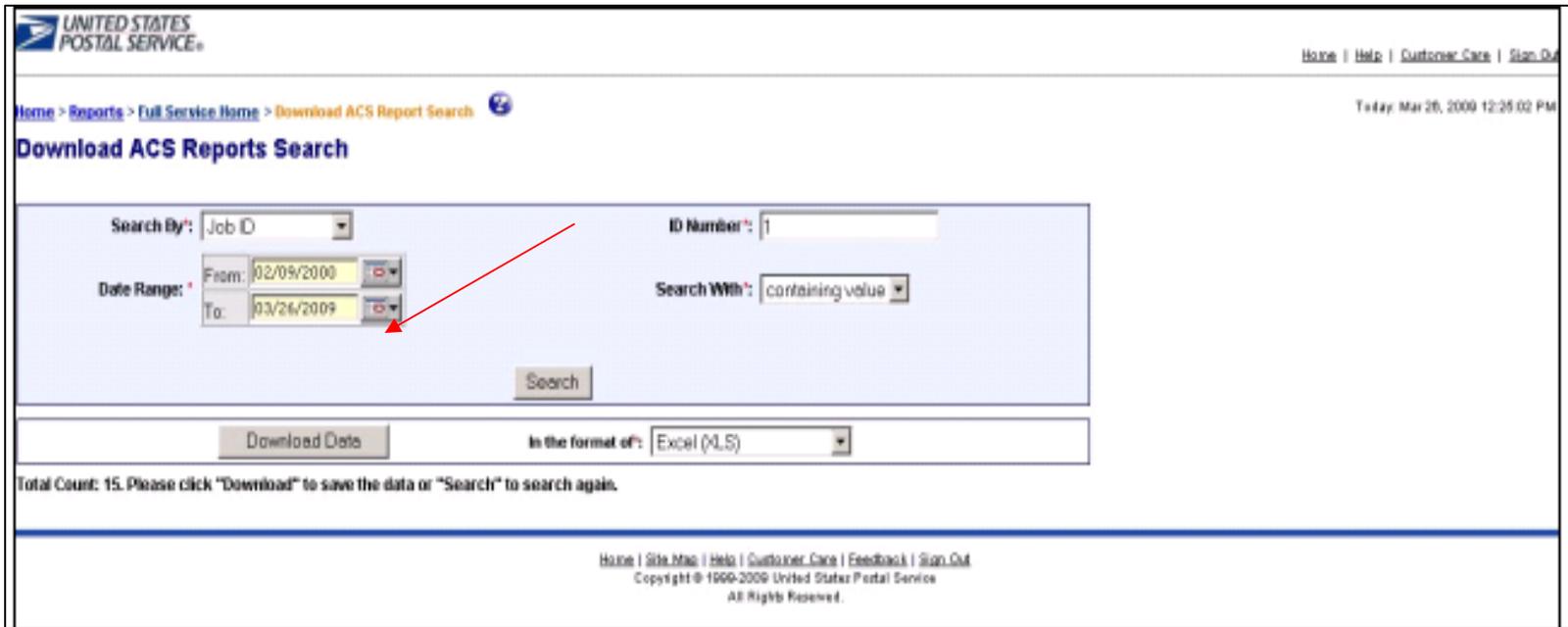
- [Download ACS Report](#)
- [Download Nixie Detail Report](#)

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## Change of Address

The Download Full Service ACS COA report allows the user to search ACS records by Job ID, Mailing Group ID, Date Range, ID Number, certain value parameter and download the result set in a CSV or excel format



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Home > Reports > Full Service Home > Download ACS Report Search

Today: Mar 26, 2009 12:25:02 PM

### Download ACS Reports Search

Search By: Job ID

ID Number: 1

Date Range: From: 02/09/2009 To: 03/26/2009

Search With: containing value

Search

Download Data

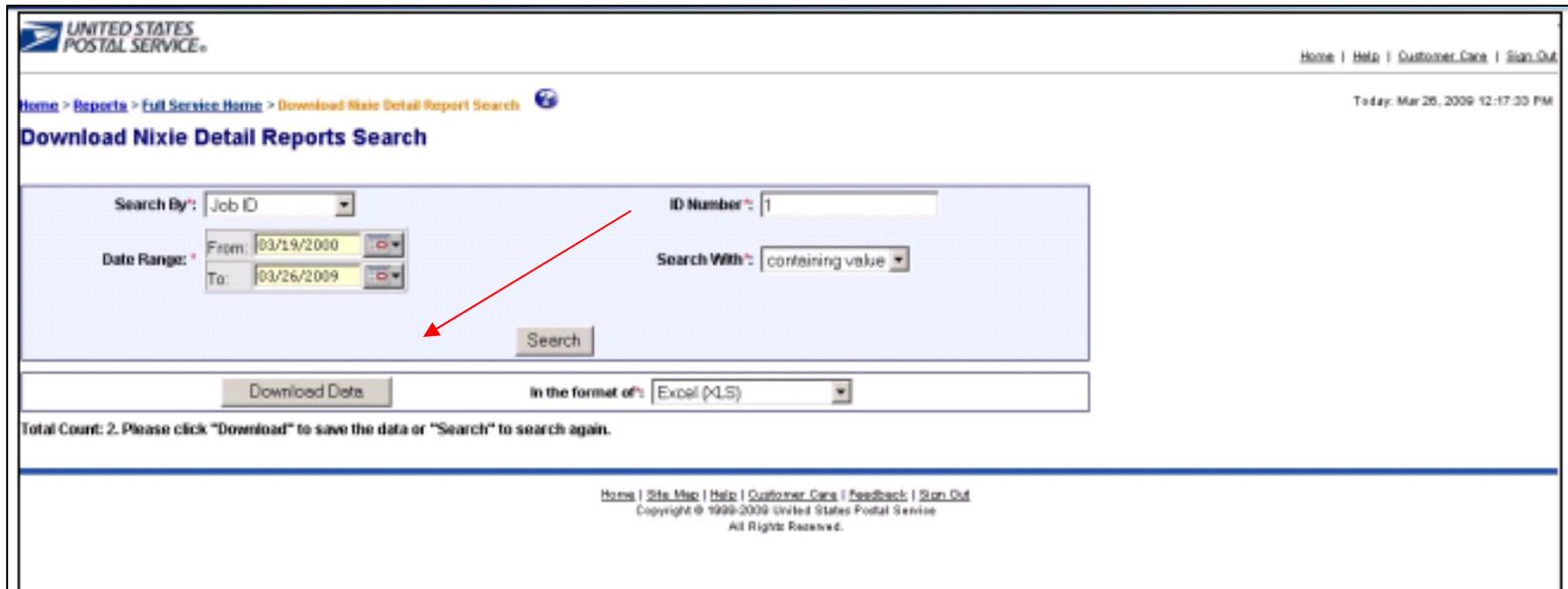
In the format of: Excel (XLS)

Total Count: 15. Please click "Download" to save the data or "Search" to search again.

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## NIXIE

The Download Full Service ACS Nixie report allows the user to search ACS records by Job ID, Mailing Group ID, Date Range, ID Number, certain value parameter and download the result set in a CSV or excel format



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Home | Help | Customer Care | Sign Out

Home > Reports > Full Service Home > Download Nixie Detail Report Search

Today: Mar 26, 2009 12:17:33 PM

### Download Nixie Detail Reports Search

Search By: Job ID

ID Number: 1

Date Range: From: 03/19/2009 To: 03/26/2009

Search With: containing value

Search

Download Data

In the format of: Excel (XLS)

Total Count: 2. Please click "Download" to save the data or "Search" to search again.

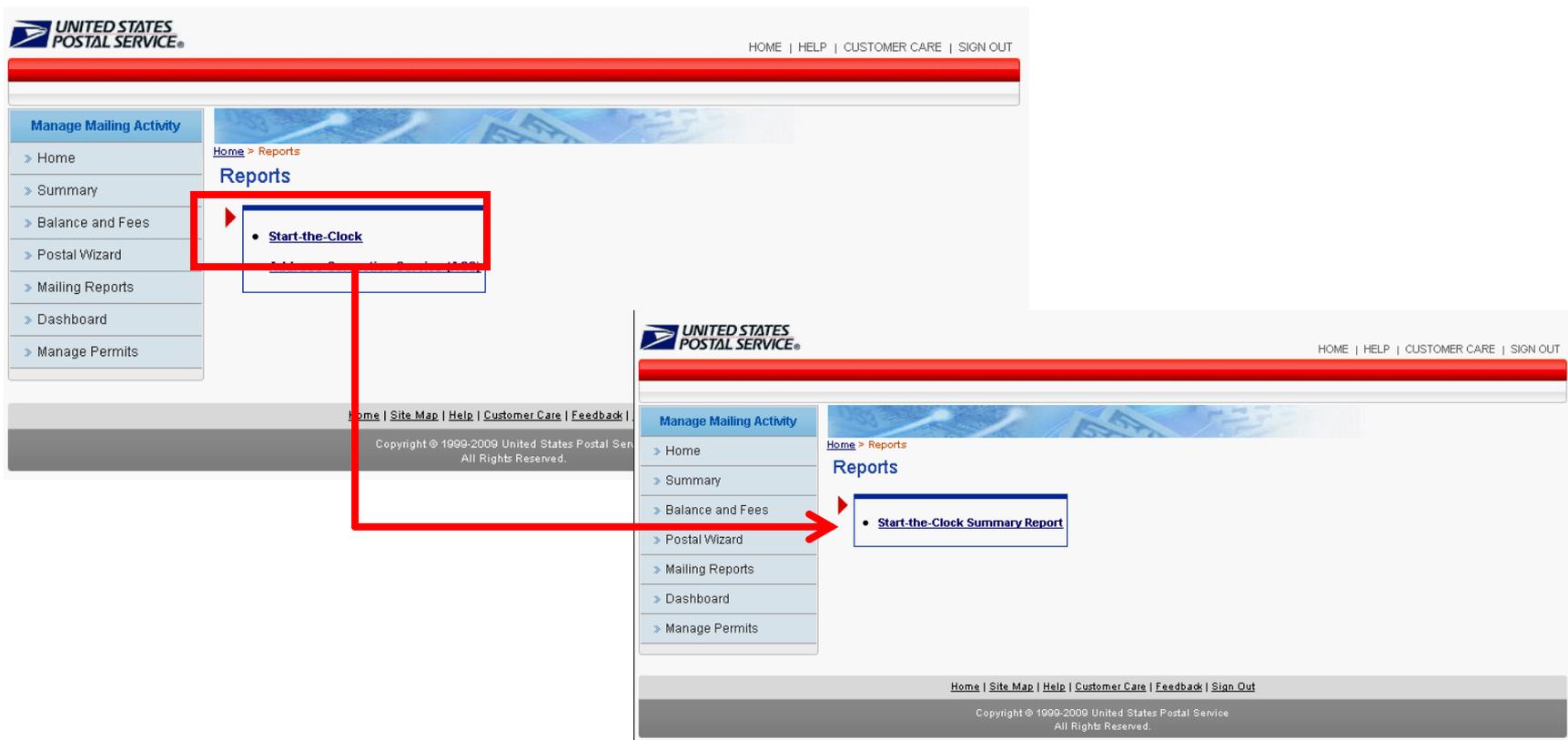
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## Full-Service ACS Nixie Detail Report: download sample

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	Mailing Group Id	Job Id	Original MB	Record Creation Date	Action Code	Parsed Address on Piece	On Piece City State Zip	Reason Code	Return to Address	Return to City State Zip	Keyline from eDOC	Fee Notification	Class/Notification Type	Mailer ID 6	Mailer ID 9
2	59674612	SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	7931 SW 37	MIAMI FL 331A		NA	NA	NA	No	A	100024	
3		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	1404 STEINB	RALEIGH NC X		NA	NA	NA	No	A	100024	
4		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	1105 KILT C1	KNIGHTDALE V		NA	NA	NA	No	A	100024	
5		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	3150 W STA	CORSICANA Q		NA	NA	NA	No	A	100024	
6		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	3024 WALLF	DUNDALK MIN		NA	NA	NA	No	A	100024	
7		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	702 PLUMAS	RENO NV 89 I		NA	NA	NA	No	A	100024	
8		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	4380 HARRIS	OGDEN UT 8 D		NA	NA	NA	No	A	100024	
9		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	13049 CANC	DETROIT MI 4 R		NA	NA	NA	No	A	100001	
10		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	279 WMESEN	MORAINO OH P		NA	NA	NA	No	A	100001	
11		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	1607 W BRO	LOUISVILLE I		NA	NA	NA	No	A	100001	
12		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	3580 DURDE	ATLANTA G V		NA	NA	NA	No	A	100064	
13		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	PO BOX 312	MYRTLE BEA Q		NA	NA	NA	No	A	100064	
14		SCAT8v10	91100000000000000000000000000000	4/23/2009	WV	2506 RICE S	CHESAPEAK P		NA	NA	NA	No	C	100040	
15		SCAT6v16	14390000000000000000000000000000	4/27/2009	WV	10075 W DA	LAKEWOOD N		NA	NA	NA	No	C		900000045
16		SCAT6v16	14390000000000000000000000000000	4/27/2009	WV	PO BOX 803	DALLAS TX I		NA	NA	NA	No	C		900000045
17		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	14675 MARS	BAUXITE AR S		NA	NA	NA	No	A	100024	
18		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	5504 PROFE	VIRGINIA BE E		NA	NA	NA	No	A	100024	
19		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	3300 6TH ST	CANTON OH N		NA	NA	NA	No	A	100001	
20		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV		43204 L		NA	NA	NA	No	A	100001	
21		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	1150 RANKIN	STONE MOUIS		NA	NA	NA	No	A	100064	
22		SCAT8v10	91100000000000000000000000000000	4/23/2009	WV	3301 MAORI	CHESAPEAK N		NA	NA	NA	No	C	100040	
23		SCAT6v16	14390000000000000000000000000000	4/27/2009	WV	6440 S FIG	FRESNO CA U		NA	NA	NA	No	C		900000045
24		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	3906 WINDS	GARLAND T V		NA	NA	NA	No	A	100024	
25		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	2708 N 5TH	PARAGOLLER		NA	NA	NA	No	A	100024	
26		SACAT7v4	83100000000000000000000000000000	4/27/2009	WV	2618 OWAIS	CUYAHOGA E		NA	NA	NA	No	A	100024	
27		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	3 CENTER W	PURVIS MS 3 U		NA	NA	NA	No	A	100001	
28		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV		38225 B		NA	NA	NA	No	A	100001	
29		SCAT2v10	14110000000000000000000000000000	4/27/2009	WV	1995 CALUM	CLARKSVILLA		NA	NA	NA	No	A	100001	

## Start-the-Clock

The online summary allows customers to track shipment and start-the-clock with scheduling or dispatch information based on selected search criteria



The image displays two screenshots of the USPS website interface, illustrating the navigation path for the 'Start-the-Clock' feature. The top screenshot shows the 'Manage Mailing Activity' sidebar menu with 'Start-the-Clock' highlighted. A red box and arrow point from this menu item to the bottom screenshot, where 'Start-the-Clock Summary Report' is highlighted in the 'Reports' section. The website header includes the USPS logo and navigation links: HOME | HELP | CUSTOMER CARE | SIGN OUT. The footer contains copyright information: Copyright © 1999-2009 United States Postal Service. All Rights Reserved.

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Manage Mailing Activity

- > Home
- > Summary
- > Balance and Fees
- > Postal Wizard
- > Mailing Reports
- > Dashboard
- > Manage Permits

Home > Reports

### Reports

- [Start-the-Clock](#)

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### Reports

- [Start-the-Clock Summary Report](#)

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## Start-the-Clock Summary Report search parameters allow filtering and refining of data

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Restricted Information

[Home](#) > [Start-the-Clock Summary Report Search](#) 

Today: Jan 8, 2009 09:15:42 AM

### Start-the-Clock Summary Report

Job ID:	<input type="text"/>	Search With:	<input type="text" value="exact value"/>
Entry Point Type:	<input type="text" value="All"/>	Facility:	<input type="text" value="All"/>
City:	<input type="text"/>	Zip (3 or 5):	<input type="text"/>
State:	<input type="text"/>	Display per Page:	<input type="text" value="10 results"/>
Start-the-clock Date Range:	From: <input type="text" value="01/01/2009"/> 	<input type="button" value="Search"/>	
	To: <input type="text" value="01/08/2009"/> 		

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## Start-the-Clock Summary Report



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[Home](#) > [Start-the-Clock Summary Report Search](#)

Today: Jan 8, 2009 09:15:42 AM

### Start-the-Clock Summary Report Search

Job ID:	<input type="text"/>	Search With:	<input type="text" value="exact value"/>
Entry Point Type:	<input type="text" value="All"/>	Facility:	<input type="text" value="All"/>
City, State:	<input type="text"/>	Zip (3 or 5):	<input type="text"/>
Start-the-clock Date Range:	From: <input type="text" value="01/01/2009"/> <input type="button" value=""/>	Display per Page:	<input type="text" value="10 results"/>
	To: <input type="text" value="01/08/2009"/> <input type="button" value=""/>	<input type="button" value="Search"/>	

Please click on an Job ID to view the Start-the-Clock details for that job.

Job ID ^	Entry Point Type	Facility	City, State	Zip	Start-the-Clock
<a href="#">9878988880</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">6668765468</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">ACI88867</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">EDROPT20</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">SCEN038A</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">9878988880</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">9878988880</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">9878988880</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">9878988880</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008
<a href="#">9878988880</a>	BMEU	BMEU Location Name	Sussex Tx.	00000	03/01/2008

Page 1 of 2 [Next >>](#)

## From Start-the-Clock Summary, a separate report page displays when the Job ID link is selected

Entry Point Type		Appt Num	Container Visibility/Scan	Entry Facility	Appt Date and Time	Arrival	Unload Start	Unload End	Start-the-Clock Date (Day 0)
Origin	BMEU		n/a	Dulles P&DC	n/a	n/a	n/a	n/a	03/03/2008
Origin	BMEU		n/a	Baltimore P&DC	n/a	n/a	n/a	n/a	03/03/2008
Origin	123456-0302		n/a	Dulles P&DC	n/a	n/a	n/a	n/a	03/03/2008
Origin	123456-0219		n/a	Baltimore P&DC	n/a	n/a	n/a	n/a	03/03/2008
Destination	<a href="#">623456789</a>		<a href="#">3</a>	Atlanta SCF	02/18/2008 14:00 EDT	02/18/2008 14:25 EDT	02/18/2008 14:25 EDT	02/18/2008 14:55 EDT	02/18/2008
Destination	<a href="#">723456789</a>		<a href="#">2</a>	Dulles P&DC	02/15/2008 12:00 EDT	02/15/2008 12:00 EDT	02/15/2008 12:20 EDT	02/15/2008 12:50 EDT	02/15/2008
Destination	<a href="#">92345R0215</a>		<a href="#">3</a>	New York SCF	02/15/2008 09:00 EDT	02/02/2008 09:00 EDT	02/02/2008 09:00 EDT	02/02/2008 09:15 EDT	02/02/2008
Destination	<a href="#">623456789</a>		<a href="#">3</a>	Atlanta SCF	02/18/2008 14:00 EDT	02/18/2008 14:25 EDT	02/18/2008 14:25 EDT	02/18/2008 14:55 EDT	03/01/2008
Destination	<a href="#">623456789</a>		<a href="#">3</a>	Atlanta SCF	02/18/2008 14:00 EDT	02/18/2008 14:25 EDT	02/18/2008 14:25 EDT	02/18/2008 14:55 EDT	03/01/2008
Destination	<a href="#">623456789</a>		<a href="#">3</a>	Atlanta SCF	02/18/2008 14:00 EDT	02/18/2008 14:25 EDT	02/18/2008 14:25 EDT	02/18/2008 14:55 EDT	03/01/2008
Destination	<a href="#">623456789</a>		<a href="#">3</a>	Atlanta SCF	02/18/2008 14:00 EDT	02/18/2008 14:25 EDT	02/18/2008 14:25 EDT	02/18/2008 14:55 EDT	03/01/2008
Destination	<a href="#">623456789</a>		<a href="#">3</a>	Atlanta SCF	02/18/2008 14:00 EDT	02/18/2008 14:25 EDT	02/18/2008 14:25 EDT	02/18/2008 14:55 EDT	03/01/2008
Destination	<a href="#">623456789</a>		<a href="#">3</a>	Atlanta SCF	02/18/2008 14:00 EDT	02/18/2008 14:25 EDT	02/18/2008 14:25 EDT	02/18/2008 14:55 EDT	03/01/2008

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Restricted Information

[Home](#) > [Start-the-Clock Summary Report Search](#) > [Start-the-Clock Summary Report](#) > [Container Visibility/Scan Report](#) 

Today: Jan 26, 2009 12:59:33 PM

### Appointment Information

<b>Start-the-Clock Appointment Number:</b>	623456789	<b>Total Containers in Appointment:</b>	3	<b>Appointment Date/Time:</b>	August 02, 2008 09:00 AM
<b>USPS Induction Facility:</b>	Atlanta SCF	<b>Arrival Date/Time:</b>	September 02, 2008 09:00 AM		
<b>Unload Start:</b>	02/18/2008 14:25 EDT	<b>Unload End:</b>	02/18/2008 14:55 EDT		

### Job Summary Information

<b>JOB ID:</b>	9878988880	<b>Class:</b>	Standard Mail	<b>Total Container Count:</b>	29
<b>Origin Facility:</b>	Baltimore P&DC	<b>Arrival Date/Time:</b>	03/01/2008 15:25 EDT		
<b>Start-the-Clock Date (Day 0):</b>	03/01/2008				

### Container Visibility/Scan Information

Mailing Group ID	USPS Induction Facility	USPS Induction Facility Locale Key	IM Container Barcode	Container Scan Date/Time	Induction Status	Induction Issue Desc	Induction Issue Resolution
555678	Atlanta SCF	X10054	99M423905469898432348	02/18/2008 14:00 EDT	Accepted	None	
555678	Atlanta SCF	X10054	99M423905469898432349	02/18/2008 14:00 EDT	Accepted	None	

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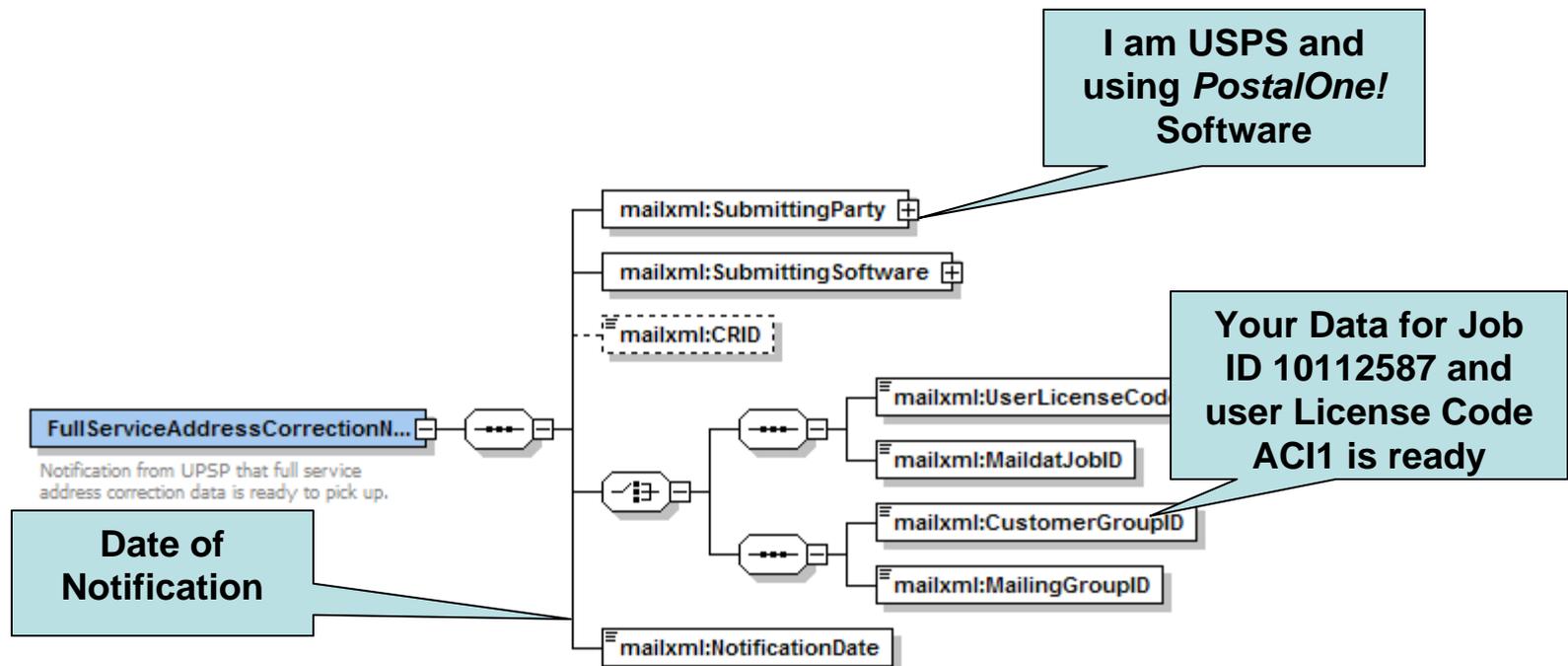
- **Online:**
  - Online access to downloadable compressed files for Full Service ACS
  - Online Reports for Start-the-Clock and Container Visibility
- **Mail.XML Push**
  - USPS invokes a customer's Web Service method/URL and pushes XML data to the customer Web Service
- **Mail.XML Pull**
  - Customer sends Request message invoking USPS Web Services to pull data in XML format

## Push Subscription Profile

- o Sign up to the Business Customer Gateway
- o Establish Mailer's Web Services URL
- o Establish username and a password that the USPS can use to connect to Mailer's computer
- o Subscription types: Notification Or Delivery
  - ✓ Full-Service ACS
  - ✓ Full-Service Nixie
  - ✓ Start-the-Clock
  - ✓ Container Visibility

## Push: Notification or Delivery

- o **Notification** - Notifies Mailer's computer that their data is ready; please come and Pull your data

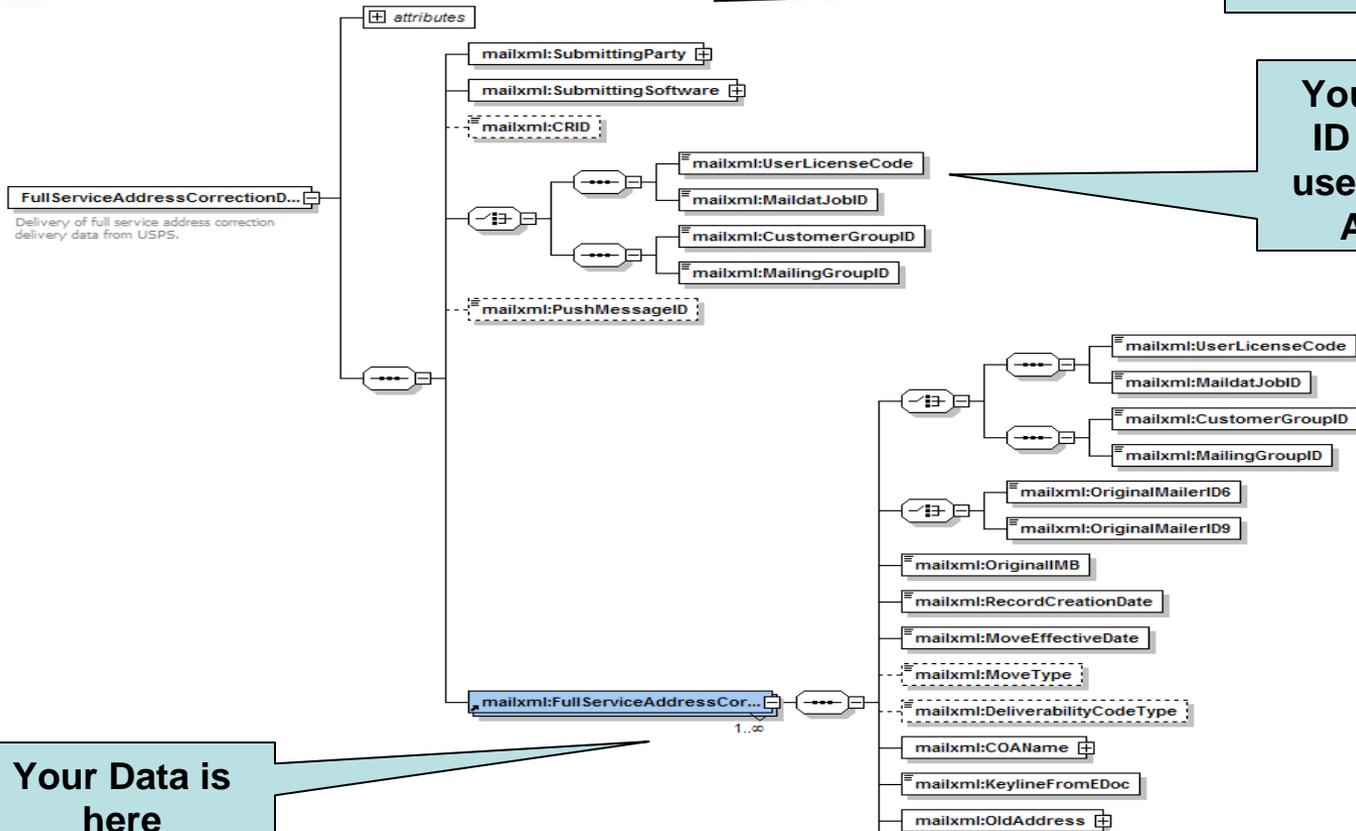


## Push: Notification or Delivery

- o **Delivery** – Delivers Data to Mailers Computer

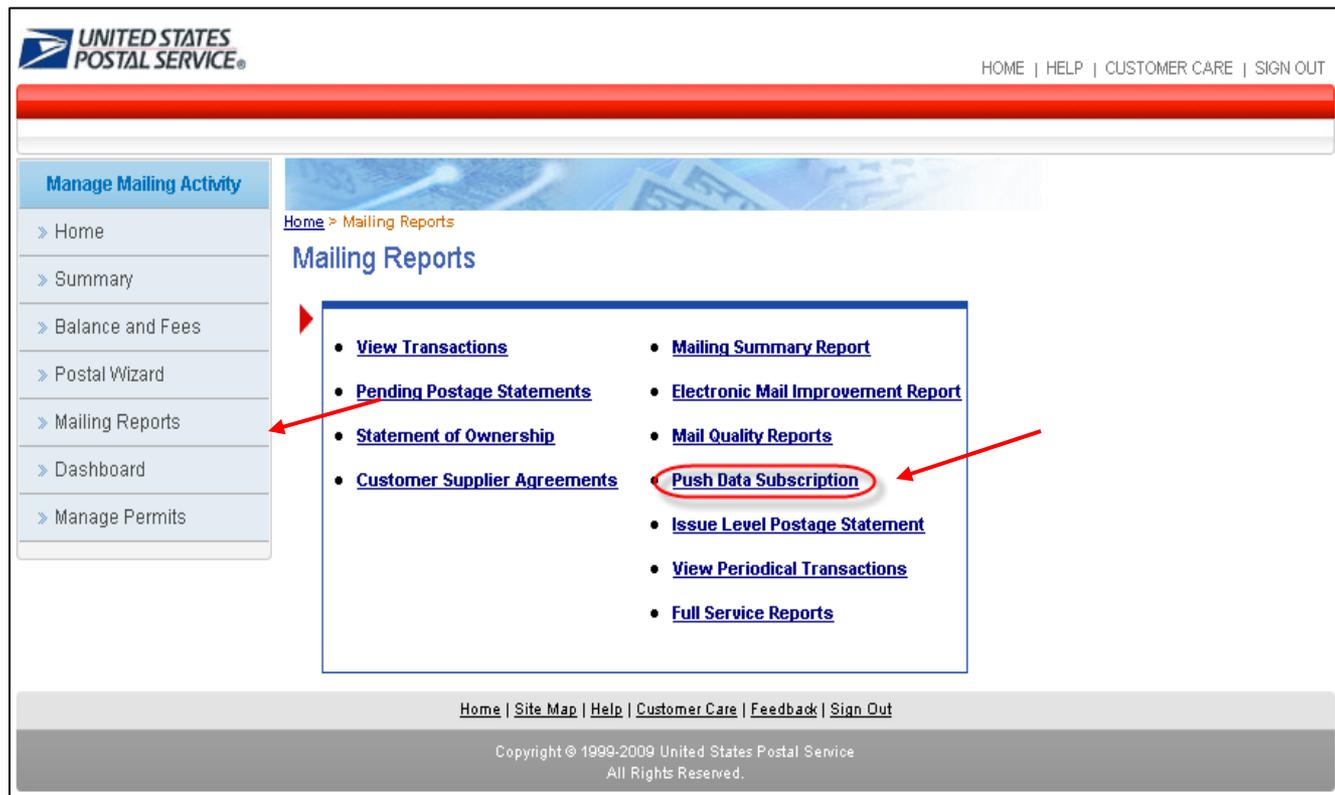
I am USPS and using PostalOne! Software

Your Data for Job ID 10112587 and user License Code ACI1 is ready



Your Data is here

## Access the Push Subscription set-up from the Manage Mailing Activity link, then Mailing Reports



The screenshot displays the United States Postal Service web interface. At the top left is the USPS logo, and at the top right are links for HOME | HELP | CUSTOMER CARE | SIGN OUT. A red horizontal bar is positioned below the header. On the left side, there is a navigation menu under the heading "Manage Mailing Activity" with options: > Home, > Summary, > Balance and Fees, > Postal Wizard, > Mailing Reports, > Dashboard, and > Manage Permits. The "Mailing Reports" option is selected. The main content area shows a breadcrumb trail "Home > Mailing Reports" and the title "Mailing Reports". A blue-bordered box contains a list of links: View Transactions, Pending Postage Statements, Statement of Ownership, Customer Supplier Agreements, Mailing Summary Report, Electronic Mail Improvement Report, Mail Quality Reports, Push Data Subscription (circled in red), Issue Level Postage Statement, View Periodical Transactions, and Full Service Reports. Two red arrows point to the "Mailing Reports" menu item and the "Push Data Subscription" link. At the bottom, there is a footer with links: Home | Site Map | Help | Customer Care | Feedback | Sign Out, and a copyright notice: Copyright © 1999-2009 United States Postal Service. All Rights Reserved.

## To Edit, Subscribe and Unsubscribe a Profile

1. Select the Message Type from among the Push Type options
2. Select the option to change or update any required field(s) and then click submit

Subscription data form

Push Type:

Enter the detail of the external system receiving the data/notification below.

User id:

Password:

Confirm Password:

Web Service URL:

Push start date:

Frequency:

Last modified by(user id): FWJ2B0

Last modified date: 10/23/2008

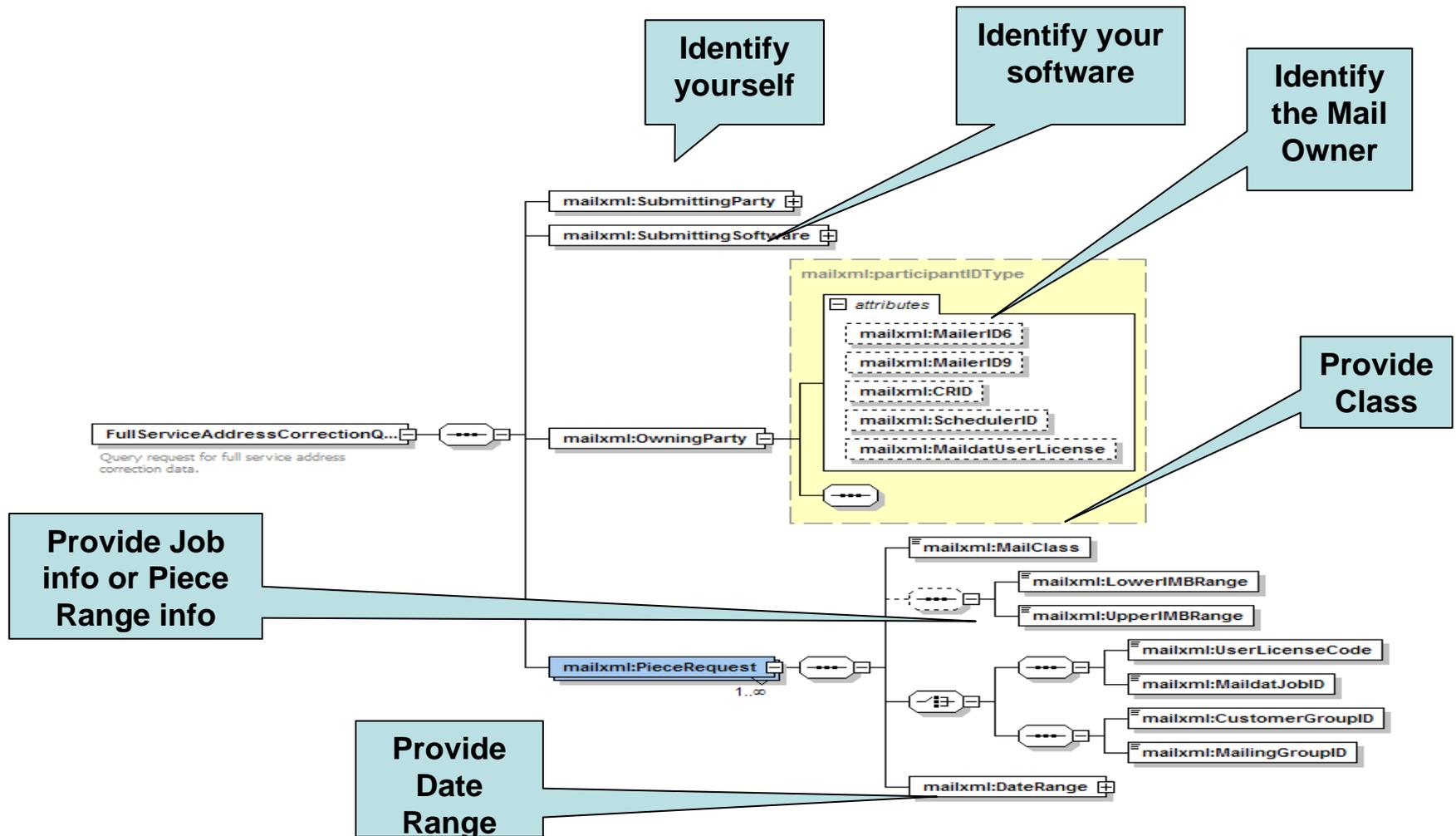
- Full-Service Address Correction
- Full-Service Container Visibility
- Full-Service Nixie
- Start-the-Clock

- 6Hrs
- 12Hrs
- 24 Hrs

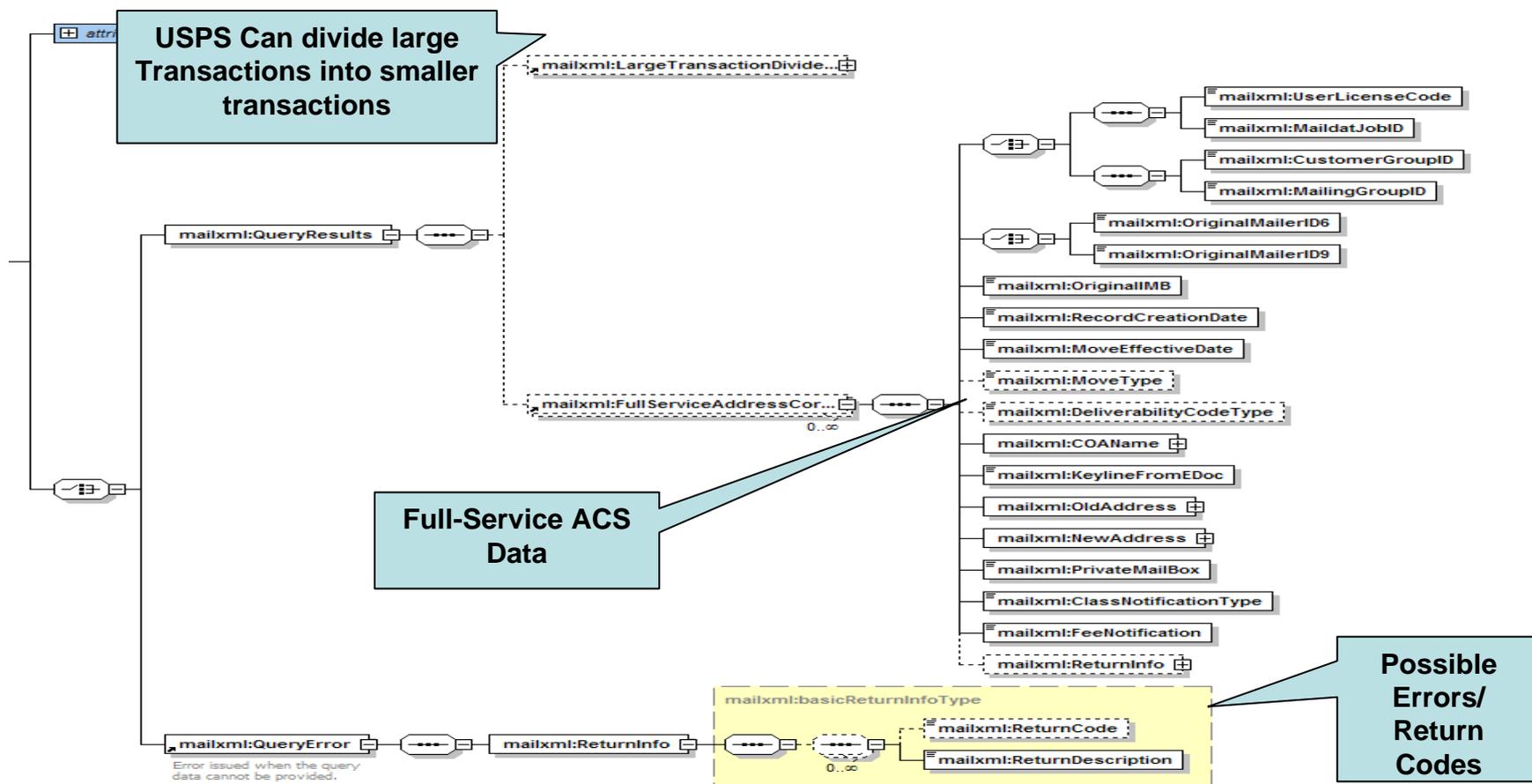
## Pull Profile

- o Sign up to the Business Customer Gateway
  - ✓ Get a Username and Password
  - ✓ Get your CRID for your mailing location
  - ✓ Manage Mailing Activity for access to Electronic Data Exchange (access to XML specs, software tools and TEM)

## Querying for Full Service Data



## Results of Query



- 1 – Lower Price in November 2009

- 2 – Full Service ACS

- Change of Address
- Nixie

- 3 – Start-the-Clock and Container Visibility

- 4 – Methods for Receiving Feedback Information

- Online Reports
- Mail.XML Push
- Mail.XML Pull

- **5 – Full Service Feedback / Data Distribution**

- Full Service ACS
  - Mail Owner or Delegate
- Start-the-Clock, Container Visibility
  - Mail Owner or Delegate
  - Mail Preparer or Delegate
- Mail Owner, Mail Preparer Identified in Electronic Doc:
  - Mailer ID
  - Customer Registration ID (CRID)
  - Permit

- Submit eDOC with the Mail Owner and Mail Preparer
  - CRID
  - PERMIT Number
  - Mailer ID
- If the Intended recipient wishes to retrieve the data you can use one of the three above options to identify the Mail Owner/ Mail Preparer
- If the intended recipient wishes to delegate the data to a Third Party they should use the Mailer ID in the By/For in the eDoc

- Flexible Data Distribution Options
- Static
  - Complete
  - Partial (Mail Preparer, MID on Mailpiece)
  - Delegated
- Dynamic
  - By Mailing or Portion of a Mailing Using Cast of Characters

## Three types of Static profiles:

- o **Complete:** All data for a service type associated with a MID goes to third party identified in the profile
- o **Partial:** Data goes to third party under specific circumstances
  - ✓ “Partial – Mail Preparer”: Data goes to a third party only when that third party is the Mail Preparer
  - ✓ “Partial – MID on Piece”: ACS® data goes to the owner of the MID used on the mail piece
- o **Delegated:** Mail Owner chooses to delegate control of their profile to a Mail Preparer or third party

## **For Intelligent Mail® Full-Service only**

- o Dynamic profiles allow third parties partial access to feedback data as identified in a Cast of Characters file
- o Dynamic profiles require submission of a Cast of Characters file

- Customer Registration Identification Number
- Identifies a Customer's Business Location
- Every Location has a unique CRID
- Permit should only have one CRID
- You can have multiple Permits for one CRID
- CRID is used for company identification and authorization of electronic transactions
- Assigned when a Company Location is defined via the Business Customer Gateway

- Mailer Identification Number used in Intelligent barcodes
- Can be 6 or 9 digits
- Used to Delegate Full Service Data to a Third Party
- Apply Online

## 6-digit Mailer Identifier

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Barcode ID [2N]		Service Type ID [3N]			Mailer ID [6N]						Serial Number [9N]									Routing Code [none, 5, 9, or 11N]										

## 9-digit Mailer Identifier

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Barcode ID [2N]		Service Type ID [3N]			Mailer ID [9N]									Serial Number [6N]						Routing Code [none, 5, 9 or 11N]										



## Business Customer Gateway

This is the navigation page to access the service options offered through the Business Customer Gateway. These options will assist you in the steps of your mailing, from design and prepare to transport and tracking.

When you select a service you do not have access to, the system will give you the option to **Add a Service**.

### Accounts

- [Manage Permits \(PostalOne!\)](#)

### Design & Prepare

- [Intelligent Mail Services](#)
- [Mailer ID](#)

### Mail & Transport

- [Centralized Account Processing System \(CAPS\)](#)
- [Customer Label Distribution System \(CLDS\)](#)
- [Customer/Supplier Agreements \(CSAs\)](#)
- [Electronic Data Exchange \(PostalOne!\)](#)
- [Postal Wizard \(PostalOne!\)](#)
- [Schedule a Mailing Appointment \(FAST\)](#)

### Track & Report

- [ADVANCE](#)
- [Audit Mailing Activity \(PostalOne!\)](#)
- [Balance & Fees \(PostalOne!\)](#)
- [Delivery Confirmation](#)
- [Mail Tracking & Reporting](#)
- [Mailing Reports \(PostalOne!\)](#)
- [Manage Electronic Return Activity \(PRS\)](#)
- [Manage Electronic Verification Activity \(eVS\)](#)
- [Signature Confirmation](#)
- [Track and Confirm](#)

### Your Account Settings

#### Welcome SUE

#### Profile

- [Profile](#)
- [Request Access](#)
- [Request Status](#)

#### User Management

- [Request Inbox](#)
- [Manage User Access](#)

### Customer Support

- [National Customer Support Center – RIBBS](#)
- [Service Updates](#)
- [ePubwatch](#)
- [Business Service Network \(BSN\) eService](#)
- [Customer Support Contacts](#)
- [News & Information](#)
- [User Responsibility Agreement \(PDF\) \(DOC\)](#)



 [HOME](#) | [GATEWAY](#) | [HELP](#) | [SIGN OUT](#)

---

[Profile](#)   [Request Access](#)   [Request Status](#)   [Request Inbox](#)   [Manage User Access](#)

## Select a Business Service

The business capabilities shown on the Business Customer Gateway are grouped into "services." These services allow users to conduct business activities for their companies. Click the details link for more information on a service, and to apply for a business service simply select one of the service links from the list below.

Search parameters can be entered into the text box below for a customized search.

Locate service where  contains:

**Design & Prepare**

- [Mailer ID](#) (details)

**Mail & Transport**

- [Customer Label Distribution System \(CLDS\)](#) (details)
- [Customer/Supplier Agreements \(CSAs\)](#) (details)
- [Schedule a Mailing Appointment \(FAST\)](#) (details)

**Track & Report**

- [Audit Mailing Activity \(PostalOne!\)](#) (details)
- [Manage Electronic Return Activity \(PRS\)](#) (details)
- [Manage Electronic Verification Activity \(eVS\)](#) (details)
- [Manage Mailing Activity \(PostalOne!\)](#) (details)

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## Manage Mailing Activity Individual Components

- ▢ **Design & Prepare**
  - [Intelligent Mail Services](#)
  - [Mailer ID](#)
- ▢ **Mail & Transport**
  - [Centralized Account Processing System \(CAPS\)](#)
  - [Customer Label Distribution System \(CLDS\)](#)
  - [Customer/Supplier Agreements \(CSAs\)](#)
  - [Electronic Data Exchange \(PostalOne!\)](#)
  - [Schedule a Mailing Appointment \(FAST\)](#)
- ▢ **Track & Report**
  - [ADVANCE](#)
  - [Delivery Confirmation](#)
  - [Mail Tracking & Reporting](#)
  - [Manage Mailing Activity \(PostalOne!\)](#)
  - [Signature Confirmation](#)
  - [Track and Confirm](#)

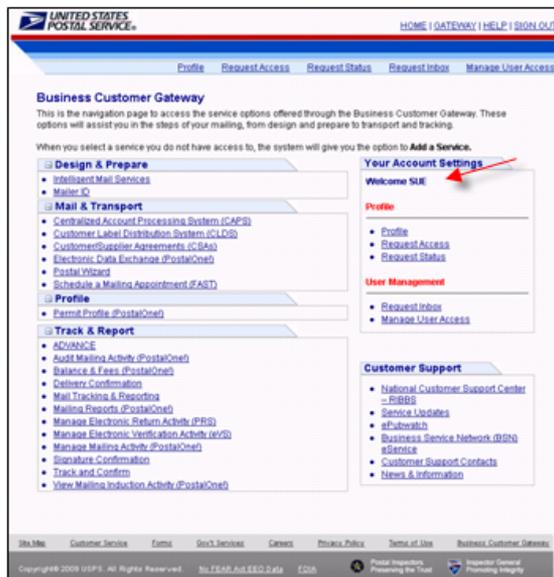
Gateway landing page links

- ▢ **Accounts**
  - [Manage Permits \(PostalOne!\)](#)
- ▢ **Design & Prepare**
  - [Intelligent Mail Services](#)
  - [Mailer ID](#)
- ▢ **Mail & Transport**
  - [Centralized Account Processing System \(CAPS\)](#)
  - [Customer Label Distribution System \(CLDS\)](#)
  - [Customer/Supplier Agreements \(CSAs\)](#)
  - [Electronic Data Exchange \(PostalOne!\)](#)
  - [Postal Wizard \(PostalOne!\)](#)
  - [Schedule a Mailing Appointment \(FAST\)](#)
- ▢ **Track & Report**
  - [ADVANCE](#)
  - [Audit Mailing Activity \(PostalOne!\)](#)
  - [Balance & Fees \(PostalOne!\)](#)
  - [Delivery Confirmation](#)
  - [Mail Tracking & Reporting](#)
  - [Mailing Reports \(PostalOne!\)](#)
  - [Manage Electronic Return Activity \(PRS\)](#)
  - [Manage Electronic Verification Activity \(eVS\)](#)
  - [Signature Confirmation](#)
  - [Track and Confirm](#)

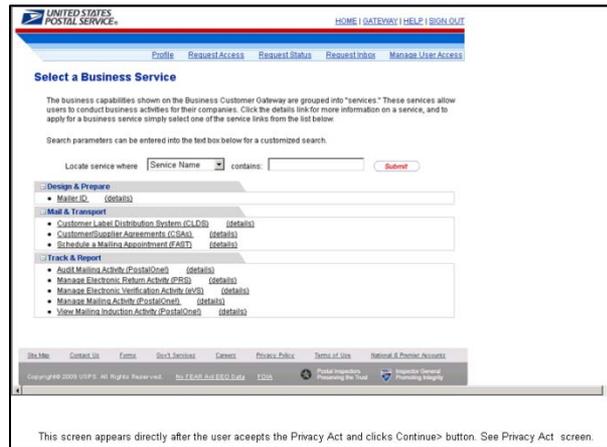
User's homepage links

- Signing-up for a service occurs at the initial Sign-in
- You will need to add a service for MID, Manage Mailing Activity, and Mailing Reports

A. Log in to your new homepage



B. Request a Business Service

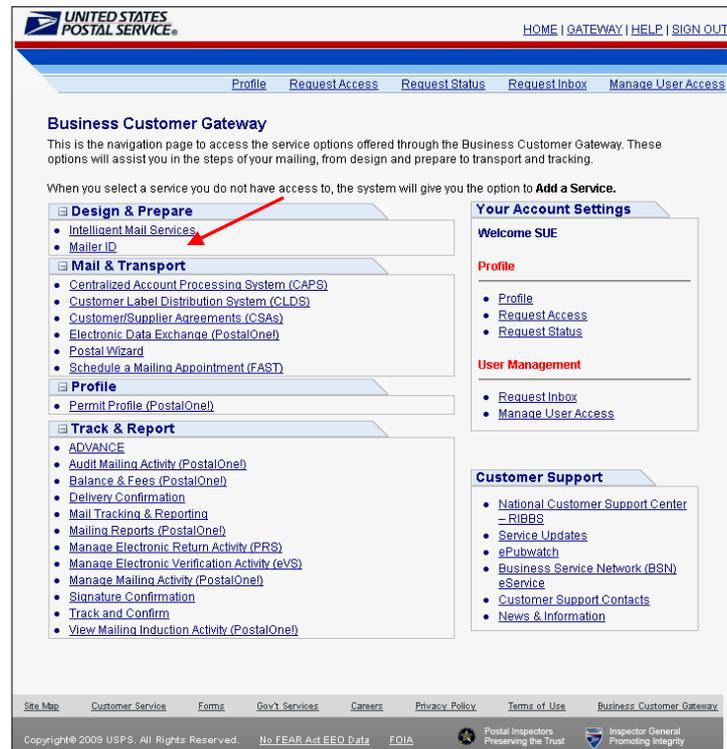


C. Access the Service once you've been approved.



## Designed for Mailers to manage assignment and distribution of Mailer IDs (MID)

- Used on Intelligent Mail Barcodes
- Delegate MIDs (to control Feedback data flow)



**UNITED STATES POSTAL SERVICE®** HOME | GATEWAY | HELP | SIGN OUT

Profile Request Access Request Status Request Inbox Manage User Access

**Business Customer Gateway**  
This is the navigation page to access the service options offered through the Business Customer Gateway. These options will assist you in the steps of your mailing, from design and prepare to transport and tracking.

When you select a service you do not have access to, the system will give you the option to **Add a Service.**

- Design & Prepare**
  - Intelligent Mail Services
  - Mailer ID
- Mail & Transport**
  - Centralized Account Processing System (CAPS)
  - Customer Label Distribution System (CLDS)
  - Customer/Supplier Agreements (CSAs)
  - Electronic Data Exchange (PostalOne)
  - Postal Wizard
  - Schedule a Mailing Appointment (FAST)
- Profile**
  - Permit Profile (PostalOne)
- Track & Report**
  - ADVANCE
  - Audit Mailing Activity (PostalOne)
  - Balance & Fees (PostalOne)
  - Delivery Confirmation
  - Mail Tracking & Reporting
  - Mailing Reports (PostalOne)
  - Manage Electronic Return Activity (PRS)
  - Manage Electronic Verification Activity (eVS)
  - Manage Mailing Activity (PostalOne)
  - Signature Confirmation
  - Track and Confirm
  - View Mailing Induction Activity (PostalOne)

**Your Account Settings**

Welcome SUE

**Profile**

- Profile
- Request Access
- Request Status

**User Management**

- Request Inbox
- Manage User Access

**Customer Support**

- National Customer Support Center – RIBBS
- Service Updates
- ePubwatch
- Business Service Network (BSN) eService
- Customer Support Contacts
- News & Information

Site Map Customer Service Forms Gov't Services Careers Privacy Policy Terms of Use Business Customer Gateway

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## MID Summary

- [Address Book: Add Data Recipients](#)

### MID Search

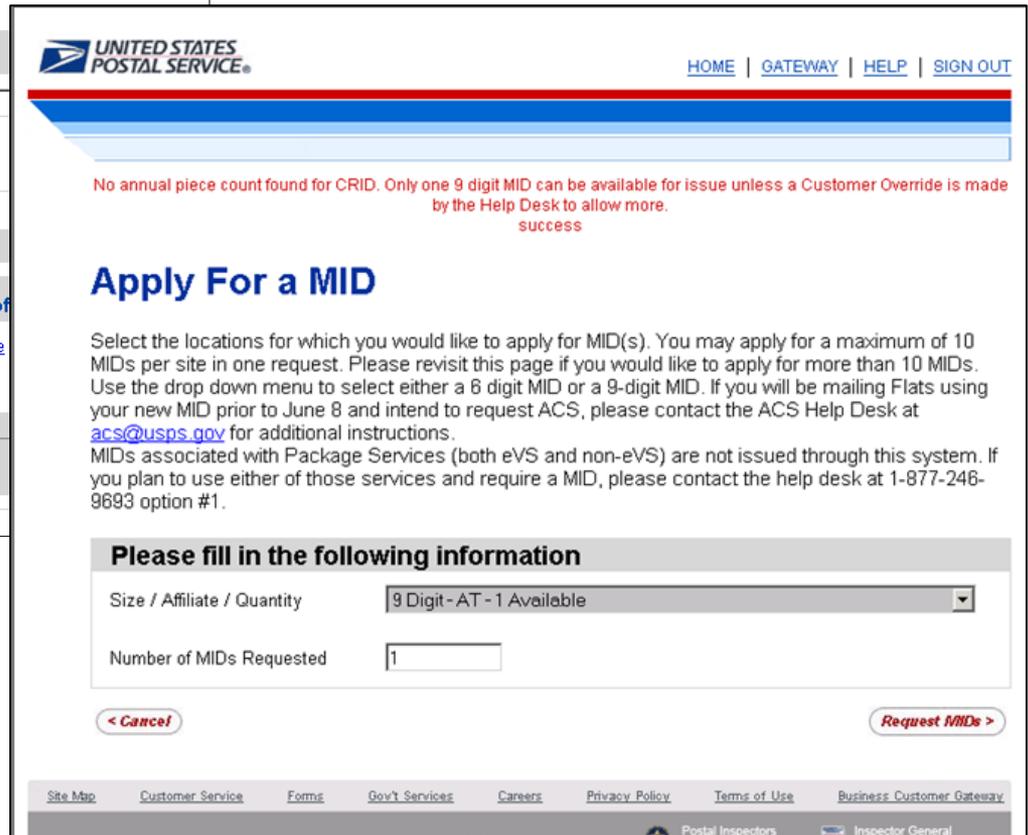
MID  Affiliate

[Search >](#) [Request a MID >](#)

### Results

MID	△▽	Affiliate	△▽	Data Prof
<a href="#">900000080</a>		GATEWAY NEWS 900 N STEWART ST ARLINGTON, VA 22203-4101		<a href="#">Add Profile</a>

## 1. Request a MID



UNITED STATES  
POSTAL SERVICE®

[HOME](#) | [GATEWAY](#) | [HELP](#) | [SIGN OUT](#)

No annual piece count found for CRID. Only one 9 digit MID can be available for issue unless a Customer Override is made by the Help Desk to allow more.  
success

## Apply For a MID

Select the locations for which you would like to apply for MID(s). You may apply for a maximum of 10 MIDs per site in one request. Please revisit this page if you would like to apply for more than 10 MIDs. Use the drop down menu to select either a 6 digit MID or a 9-digit MID. If you will be mailing Flats using your new MID prior to June 8 and intend to request ACS, please contact the ACS Help Desk at [acs@usps.gov](mailto:acs@usps.gov) for additional instructions.

MIDs associated with Package Services (both eVS and non-eVS) are not issued through this system. If you plan to use either of those services and require a MID, please contact the help desk at 1-877-246-9693 option #1.

**Please fill in the following information**

Size / Affiliate / Quantity

Number of MIDs Requested

[< Cancel](#) [Request MIDs >](#)

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2. Select an (business entity) affiliate from Dropdown menu, MID size (6 or 9) and quantity

## [www.ribbs.usps.gov](http://www.ribbs.usps.gov)

- Domestic Mail Manual (DMM®)
- Federal Register Notice: Implementation of New Standards for Intelligent Mail Barcodes
- A Resource Map to Intelligent Mail Documents
- A Beginners Overview to Intelligent Mail Services
- A Guide to Intelligent Mail for Letters and Flats
- User Access to Electronic Mailing Information and Reports
- Full Service Check List
- Postal Service Mail.dat® Technical Specification
- Post Service Mail.XML Technical Specification
- A Guide to Customer Supplier Agreements