

**UNITED STATES POSTAL SERVICE**  
**ACS ANNOUNCEMENTS**  
**September 29, 2008**

**Announcement 1 of 1**

**ACS FULFILLMENT TUESDAY SEPTEMBER 30, 2008**

**Primary Audience:** ALL ACS Customers

**What:** USPS fiscal end of year processing

**When:** Our fiscal year end processing will be Tuesday, September 30, 2008

**Impact:** Our fiscal year end processing will create a fulfillment for all customers who have transactions pending. This fulfillment may or may not coincide with your regular scheduled fulfillment.

**Example 1:**

If the regularly scheduled fulfillment occurs weekly on Monday (Sept 29) and additional records are received and processed after the fulfillment for Monday Sept 29 then Tuesday Sept 30 another fulfillment file will be created. You will return to your normally scheduled fulfillment after this and the next fulfillment will be Monday Oct 6 providing you have transactions to fulfill.

**Example 2:**

If the regularly scheduled fulfillment occurs weekly on Friday (Oct 3) and transactions are pending fulfillment on Tuesday Sept 30 then a fulfillment file will be created. You will return to your normally scheduled fulfillment after this and the next fulfillment will be Friday Oct 3 providing you have transactions to fulfill.

**Example 3:**

If the regularly scheduled fulfillment occurs monthly on or near (Oct 3) and transactions are pending fulfillment on Tuesday Sept 30 then a fulfillment file will be created. You will return to your normally scheduled fulfillment after this and the next fulfillment will be Friday Oct 3 providing you have transactions to fulfill.

**What you need to do:** Be advised that an ACS fulfillment may be created using your existing ACS fulfillment method. Notify the appropriate personnel who may receive the CD or electronically download the data from our RIBBS website.

**Reminders**

You do not need to reply to this email.