

UNITED STATES POSTAL SERVICE
ACS ANNOUNCEMENTS
September 15, 2010

Announcement 1 of 1

ACS FULFILLMENT THURSDAY SEPTEMBER 30, 2010

Primary Audience: ALL ACS Customers

What: USPS fiscal end of year processing

When: Our fiscal year end processing will be Thursday, September 30, 2010

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

Example 2:

If the regularly scheduled fulfillment occurs weekly on Friday (Oct 1) and transactions are pending fulfillment on Thursday 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 1 providing you have transactions to fulfill.

Example 3:

If the regularly scheduled fulfillment occurs monthly on or near (Oct 4) and transactions are pending fulfillment on Thursday 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 Monday Oct 4 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.

Thank you,

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