**Benefits**

- **Reduce Costs**
  - Receive additional per piece discount on automation mailings
  - Eliminate permit fees
  - Use the same permit at any location

- **Accurate Delivery**
  - Address Correction on Full-Service pieces

- **Monitor Service**
  - Start-the-Clock on Mail Entry
  - Visibility and tracking

**Additional Resources**

- [Getting Started](https://ribbs.usps.gov/index.cfm?page=intelligentmail)
- [Registration (via the Business Customer Gateway)](https://ribbs.usps.gov/index.cfm?page=intellmailgateway)
- [Mailpiece Design Analyst](mailto:mda@usps.gov)
- [PostalOne! Help Desk](mailto:postalone@usps.gov)

**Key Requirements**

- Apply unique Intelligent Mail barcode (IMb) to each postcard, letter, and flat
- Apply unique Intelligent Mail tray barcode (IMtb) to trays and sacks
- Apply unique Intelligent Mail container barcode (IMcb) to placards for containers (i.e. pallets) when required
- Submit postage statements and mailing documentation electronically

**Barcode Uniqueness**

For mailings less than 10,000 pieces, mailers have two options:

- **Option A**: Provide an Identical Barcode Serial Number within a single mailing that must maintain uniqueness across mailings for 45 days
- **Option B**: Provide a range of unique Barcode Serial Numbers throughout a single mailing that must maintain uniqueness across mailings for 45 days.

**Talk to your software vendor or mail service provider to learn more about how to prepare for Full-Service**

**Full-Service Mailing Solutions**

**Commercial Mailing Software**

- Mailing software vendors offer easy, ready-to-go solutions for preparing and submitting Full-Service mailings.
  - Mail.dat® / Mail.XML™ - software solutions for mailers who wish to use software to prepare presort mailings, generate unique barcodes, and submit mailing information electronically to USPS.
  - Postal Wizard – software solutions which allow mailers to presort mail and generate unique barcodes, but require the mailer to enter the postage statement information online via the online Postal Wizard tool.
- For a list of vendors that offer dynamic Full-Service solutions and have tested them with USPS, reference the [Vendor Full-Service Capabilities](https://ribbs.usps.gov/index.cfm?page=intellmailgateway) document on RIBBS.

**Mail Service Providers (MSPs)**

- Offer a wide variety of services for Mail Owners
- Talk to your MSP to learn more about the Full-Service solutions they offer

**USPS Intelligent Mail for Small Business (IMsb) Tool**

- Online tool to help small business mailers (mailing less than 10,000 pieces per mailing and 250,000 annually) prepare Full-Service mailings with Intelligent Mail barcodes and tray labels