
MTAC UG1
Special Interest Topic
Preparing for Incentives

November 9, 2011

January 2012 Release - New Postage Statements

https://ribbs.usps.gov/intelligentmail_schedule/documents/tech_guides/jan2012/postalstatement.htm

Flexible and Configurable

- All statements have new columns to apply % or \$amt off
 - Fee
 - Discount
- PS Form 3600, 3602N, 3602R
 - Total Discount and Total Fee line (\$amt off or added to the Total Postage)
- Parameters will be communicated in advance
 - Begin and End dates
 - Values for % or \$amt off using the columns, OR Total Discount line to be used (only one method per incentive)
 - Mail Class
 - Applicable standards or rules
 - Other mailing attributes

January 2012 Release PS Form 3600, 3602N, and 3602R

Note: If line 3 is used, the discount column will not be used. Refer to slide 4.

9-30-11 *v2* *Jan 2012 Redlines*

United States Postal Service
Postage Statement—First-Class Mail and First-Class Package Service

Post Office: Note Mail Arrival Date & Time (Do Not Round-Stamp)

Use this form for First-Class Mail.

Mailing	Permit Holder's Name and Address and Email Address, If Any	Telephone	Name and Address of Mailing Agent (if other than permit holder)	Telephone	Name and Address of Individual or Organization for Which Mailing is Prepared (if other than permit holder)		
	CAPS Cust. Ref. No.		CRID		CRID		
Mailing	Post Office of Mailing	Processing Category	Parcels Only Hold For Pickup (HFPU): No. of Pieces	Mailers Mailing Date	Federal Agency Cost Code	Statement Seq. No.	No. and type of Containers ___ Sacks ___ 1 ft. Letter Trays ___ 2 ft. Letter Trays ___ EMM Letter Trays ___ Flat Trays ___ Pallets ___ Other
	Type of Postage <input type="checkbox"/> Permit Imprint <input type="checkbox"/> Precanceled Stamps <input type="checkbox"/> Metered	<input type="checkbox"/> Letters <input type="checkbox"/> Flats <input type="checkbox"/> Parcels	<i>move line down</i>	Weight of a Single Piece _____ pounds	Combined Mailing <input type="checkbox"/> Single Class	Total Pieces	
	Permit #	For Mail Enclosed Within Another Class <input type="checkbox"/> Standard Mail <input type="checkbox"/> Bound Printed Matter <input type="checkbox"/> Library Mail <input type="checkbox"/> Media Mail <input type="checkbox"/> Parcel Post			<input type="checkbox"/> Periodicals	Total Weight	
	For Automation Price Pieces, Enter Date of Address Matching and Coding ____/____/____	Move Update Method: <input type="checkbox"/> Ancillary Service Endorsement <input type="checkbox"/> FASTforward <input type="checkbox"/> OneCode ACS <input type="checkbox"/> NOOAnk <input type="checkbox"/> ACS <input type="checkbox"/> Alternative Method <input type="checkbox"/> Multiple <input type="checkbox"/> n/a Alternative Address Format					
Postage	Letter of Flat-size mailpieces contain: <input type="checkbox"/> Reply card or reply envelope <input type="checkbox"/> Only contents that are not required to be mailed FCM <input type="checkbox"/> DVD/CD or other disk <input type="checkbox"/> Round Trip ONLY: One DVD/CD or other disk		Parts Completed (Select all that apply) <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> F <input type="checkbox"/> S		Subtotal Postage (Add parts totals)		
	Price at Which Postage Affixed (Check one) Complete if the mailing includes pieces bearing metered or precanceled stamps. <input type="checkbox"/> Correct <input type="checkbox"/> Lowest <input type="checkbox"/> Neither _____ pcs. x \$ _____ = Postage Affixed						
	3	Incentive/Fee <i>Discount</i>	(% or \$0.00)	x Total Postage or Pieces as applicable		<i>910</i>	Subtracted from Total Postage Amt
	4	Incentive/Fee	(% or \$0.00)	x Total Postage or Pieces as applicable		<i>10</i>	Added to Total Postage Amt
	5	Permit #	Net Postage Due (Line 1 + Line 2 - 3 - 4)				

of total pcs. # with mobile interactive technology

move line down

Line 3 *see below*

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Electronic Documentation Supports Postage Statement Discount and Fee Columns

Additional Sheet #3 of 3

PS 3600-FCM:

On front page, add to the top of the paragraph of the "Certification":

Incentive/Discount Claimed: _____ Type of Fee: _____

Change Part A (Lines A1 thru new A12), Part B (Lines B1 thru new B18), Part C (Lines C1 thru new C12), Part D (Lines D1-14), and Part E (Lines E1-E2) to add 3 new columns:

	A	B	C	D	E	
	Price	No. of Pieces	Subtotal Postage	Discount Total	Fee Total	Total Postage
Example 1				$A * \text{DiscAmt} = C$	$A * \text{FeeAmt} = D$	$B - C + D = E$
	\$1.28	50	\$64.00	(\$12.50)	\$25.00	\$76.50
Example 2				$B * \text{Disc}\% = C$	$B * \text{Fee}\% = D$	$B - C + D = E$
	\$1.28	50	\$64.00	(\$1.28)	\$2.08	\$64.80

Discount (\$-0.25) and Fee (\$+.50) are flat rates that are multiplied by the number of pieces.

Discount (-2%) and Fees (+3.25%) are % rates off the Subtotal.

January 2012 Release

Electronic Documentation Supports Postage Statement Columns

Flexible and Configurable

■ **Mail.dat**

- 11-2 for mailing dates of January 22, 2012 and onwards
 - MPU and CPT “Postal Price Incentive Type
- 12-1 for mailing dates of January 22, 2012
 - Component Characteristics Record File .(CCR): Characteristic field

■ **Mail.XML**

- 11.0X MailCharacteristic block
 - Content characteristic (characteristicContentType)
 - Incentive characteristic (characteristicIncentiveType)
 - Fee (characteristicFeeType)

2012 Price Adjustments

Component Characteristics Record File (Mail.dat 12-1 only) MailCharacteristicsType (Mail.XML 11.0C)

Characteristics may be content of mail, incentives, or fees.

The characteristic values Content of Mail:

- CT = Catalog
- RR = Reply Envelope or Reply Card
- NF = Contents NOT required to be mailed FCM
- DC = DVD/CD or other disk
- PS = Product Sample
- RT = Round Trip ONLY: One DVD/CD or other disk (can be LT or FL)
- MI = Mobile Interactive Technology
- NP = PACT act

Fees

- OS = Operational Surcharge
- GS = Geographic Surcharge

New Incentive Structures

- SS = Seasonal Sale
- MT = Mailer Type
- VV = Volume w/% off
- VP = Volume w/price off
- RE = Revenue
- PI = Piece Count
- SB = Small Bus w/% off

Questions and Answers