

LICENSING ANNOUNCEMENT

JUNE 24, 2011

Update to Suite^{Link}® LPR and SDG

Primary Audience: Suite^{Link} Licensees

What: In a cooperative effort to help the mailing industry gain a better understanding on how mailpieces qualify for different processing categories, two flow charts have been developed to provide guidance on the functionality of the Suite^{Link}® Product. These flow charts have been added to the Suite^{Link} Interface Developer and Interface and Data Distributor Licensee Performance Requirements (LPR) as Exhibit C and the Suite^{Link} Software Developer Guide (SDG). Below is a diagram of the flow charts. Also attached is a copy of the updated Suite^{Link} SDG.

The flow charts explain the logic used during CASSTM/MASSTM processing to determine which records should be identified as Suite^{Link} candidate records and how to handle the subsequent results. We encourage all mailers to incorporate these flow charts into their processes. Doing so will greatly reduce the number of mailpieces which do not qualify for automation discounts that are co-mingled with an automated discount portion of a mailing.

The Postal ServiceTM encourages mailers to include the suite (secondary) number returned from the Suite^{Link} process in their print operations. However it has been decided that:

- 1) Mailers are not required to include the suite (secondary) number returned from the Suite^{Link} process on the printed address on the mailpiece, and
- 2) MASS certified OCRs do not have to include the suite (secondary) number sprayed above the barcode, as long as the following conditions are met:
 - The correct Delivery Point Code is reflected in the barcode.
 - On applicable records, the Delivery Point Code is a result of including the suite (secondary) number returned from Suite^{Link} processing in their subsequent processing against CASS CertifiedTM software (as illustrated in the attached flow charts).

When: Immediately

Impact: The suite (secondary) number returned from the Suite^{Link} process is not required to be sprayed on the mailpiece as long as the above conditions are met.

What you need to do: Please review these flow charts and share them with pertinent contacts at your company.

If you have any questions regarding this notice, please contact the Licensing Department at 800-589-5766.

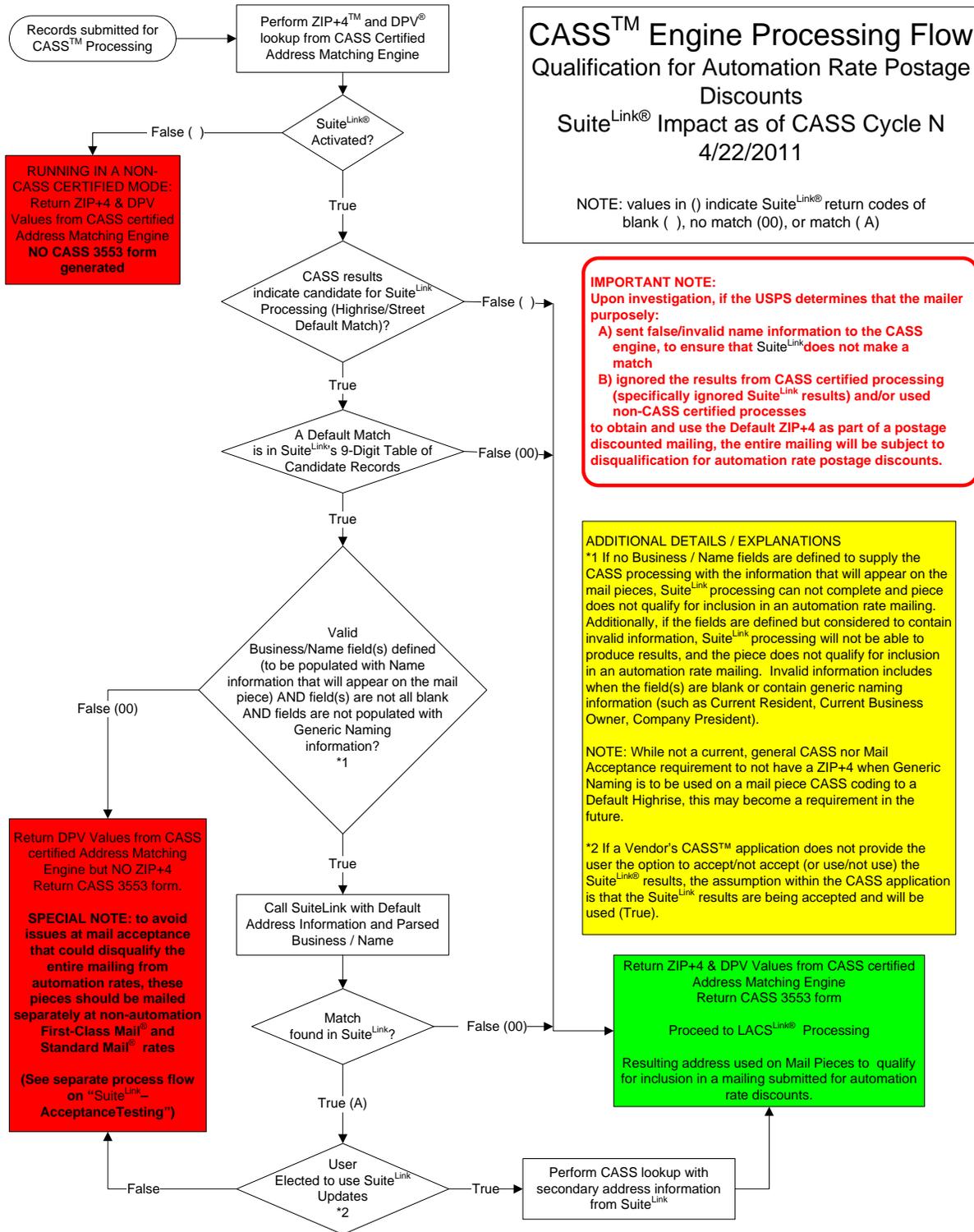
CASS™ Engine Processing Flow

Qualification for Automation Rate Postage Discounts

Suite^{Link}® Impact as of CASS Cycle N

4/22/2011

NOTE: values in () indicate Suite^{Link}® return codes of blank (), no match (00), or match (A)



IMPORTANT NOTE:
Upon investigation, if the USPS determines that the mailer purposely:
A) sent false/invalid name information to the CASS engine, to ensure that Suite^{Link} does not make a match
B) ignored the results from CASS certified processing (specifically ignored Suite^{Link} results) and/or used non-CASS certified processes
to obtain and use the Default ZIP+4 as part of a postage discounted mailing, the entire mailing will be subject to disqualification for automation rate postage discounts.

ADDITIONAL DETAILS / EXPLANATIONS
*1 If no Business / Name fields are defined to supply the CASS processing with the information that will appear on the mail pieces, Suite^{Link} processing can not complete and piece does not qualify for inclusion in an automation rate mailing. Additionally, if the fields are defined but considered to contain invalid information, Suite^{Link} processing will not be able to produce results, and the piece does not qualify for inclusion in an automation rate mailing. Invalid information includes when the field(s) are blank or contain generic naming information (such as Current Resident, Current Business Owner, Company President).
NOTE: While not a current, general CASS nor Mail Acceptance requirement to not have a ZIP+4 when Generic Naming is to be used on a mail piece CASS coding to a Default Highrise, this may become a requirement in the future.
*2 If a Vendor's CASS™ application does not provide the user the option to accept/not accept (or use/not use) the Suite^{Link} results, the assumption within the CASS application is that the Suite^{Link} results are being accepted and will be used (True).

MAIL ACCEPTANCE TESTING

Qualification for Automation Rate
Postage Discounts
Suite^{Link}® Impact as of CASSTM Cycle N
4/22/2011

IMPORTANT NOTE:
Upon investigation, if the USPS determines that the mailer purposely:
A) sent false/invalid name information to the CASS engine, to ensure that Suite^{Link} does not make a match
B) ignored the results from CASS Certified processing (specifically ignored Suite^{Link} results) and/or used non-CASS Certified processes to obtain and use the Default ZIP+4 as part of a postage discounted mailing, the entire mailing will be subject to disqualification for automation rate postage discounts.

POTENTIAL FUTURE CHANGES:
*1 While not currently checked, at some point in the future, may also check:
A) If no Business/Name information present on the mailpiece, that the address / barcode reflects the 5-digit ZIPTM only.
B) If the name information scanned reflects Generic Naming only (i.e. Current Resident, Current Business Owner), that the address / barcode reflect the 5-digit ZIP only.

