

Customer Validation Tool in the Business Customer Gateway (BCG)



WHAT IS CUSTOMER VALIDATION TOOL?

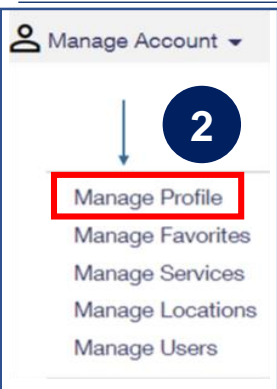
The customer validation tool allows customers to validate client information through the manage profile section of the Business Customer Gateway (BCG).

WHO IS ELIGIBLE?

This service is available to business customers who are Mailing Service Providers (MSPs) and have Manage Mailing Activity (MMA) access through the Business Customer Gateway (BCG).

ADDITIONAL INFORMATION

If you are an MSP and do not see the Customer Validation Tool in “**Manage Services**,” you will need to go to “**Manage Account**” and then click “**Edit**” next to the location that you wish to designate as an MSP



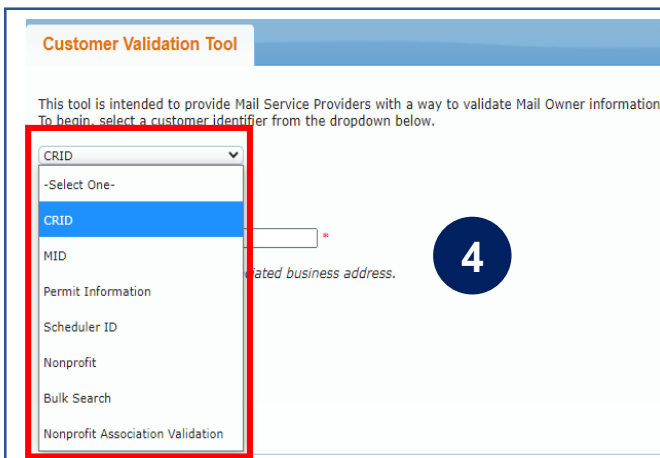
1. Log into the BCG <https://gateway.usps.com/eAdmin/view/signin>
2. Under Manage Account on the top of the screen, click on Manage Profile.

3. Click on “**Customer Validation Tool**” on the bottom of the page.

Validate your Client Business Information.

[Customer Validation Tool](#)

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4. Click on “**Customer Validation Tool**” on the bottom of the page. This will allow you to query customer information by entering an identifier into the dropdown.