



June 2018

Dear Postal Customer,

As a current CAPS customer we have some exciting news. The Postal Service has launched a new payment processing platform called Enterprise Payment System (EPS). As a CAPS customer, you pay for mailings and shipments using a centralized account through either a prefunded option or an ACH debit option, which allows the USPS to withdraw payment directly from your bank account. EPS will continue to support multiple payment options, offer more reporting features, and allow you to organize multiple USPS business functions under one account. EPS supports commercial, domestic and international products and services including First-Class Mail®, USPS Marketing Mail™, Periodicals postage statements submitted via mail.dat, mail.xml, Postal Wizard, IMsb, or Hardcopy.

EPS offers multiple payment options through one centralized account:

- **ACH Debit:** Allows USPS to withdraw payment transactions directly from your bank account.
- **Trust Account:** Allows you to deposit funds to your USPS payment account.
  - Trust Accounts can be funded using:
    - Check, cash, or money order deposited at designated retail units (<https://postalpro.usps.com/EPS/RetailLocations>). You are no longer restricted to deposit at the ZIP Code™ where your permit/publication is held.
    - Checks deposited via the Mobile Check Deposit application.
    - Fedwire Transfer - a service provided by the Federal Reserve bank to electronically deposit funds into your USPS account.
    - ACH Credit - electronic method to deposit funds into your account directly from your banking account.

Effective September 1, 2018 new accounts must be established through EPS. Effective April 1, 2019 all eligible CAPS accounts must migrate to EPS although you are encouraged to migrate sooner.

**Note:** Package products paid through eVS are not affected by these dates. You may continue to use/open CAPS accounts for these products until further notice.

For more information visit PostalPro:

- PostalPro Enterprise Payment System Page: <https://postalpro.usps.com/eps>

**To sign-up today contact:**

- Your local Business Mail Entry Unit (BMEU): <https://ribbs.usps.gov/locators/find-bme.cfm>
- *PostalOne!* Helpdesk
  - Call: 1-800-522-9085
  - Email: [Postalone@usps.gov](mailto:Postalone@usps.gov)

Sincerely,

*Heather L Dyer*

Heather Dyer  
Manager, Mail Entry