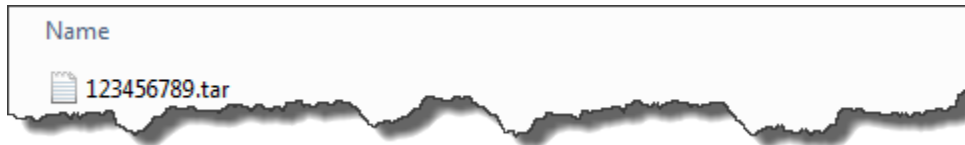


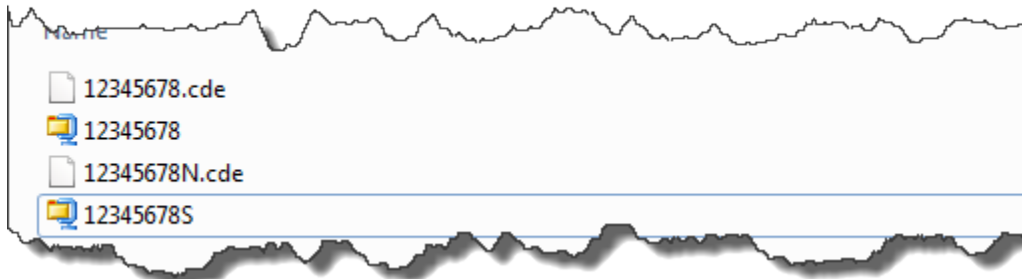
CDS Products on EPF

Beginning October 2014, all Address Quality and Address Management products will be provided via the Electronic Product Fulfillment (EPF) method. CD/DVD fulfillment will no longer be an option for product fulfillment.

A .tar file will be provided on EPF. It will contain all of the files you usually receive each month if you receive more than the regular CDS file. Below is an example of the file name.



The file will have to be downloaded. The product files will have to be extracted from the .tar file by clicking on it. Some of the file names will be slightly modified. Please see below. The decryption process and unzip password currently used for your product files will remain the same, when appropriate. The CDS product files remain accessible in your EPF account for up to 60 days from the date of fulfillment and you may save them to your hard drive, CD, DVD, or flash drive media from your own desktop. There will be an option to receive both CD/DVDs and electronic files for three months after requesting EPF as long as the months do not exceed the final product fulfillment date.



The final fulfillment of CD/DVD products will be the October 2014 products.

The attached [Electronic Product Fulfillment Web Access Request Form](#) must be completed and submitted as instructed on the form by October 1, 2014 to avoid interruption of service. The completed form may be mailed, faxed, or scanned and emailed to the address information provided on the form. If you wish to convert your fulfillment to EPF prior to the scheduled transition, you may send the completed form and your transition will take place as soon as possible. Allow 5 business days for processing your request.

Limited support will be available to those customers using an automated download method from EPF. It is essential that you prepare your automated process to recognize the new file naming conventions once the transition to EPF fulfillment is complete.

We are looking forward to working with your during this transition and thank you for using our products and services.

Should you have any questions or need additional information, please contact the CDS Support group at 800-331-5746 extension 3101 or via email to cds.ncsc@usps.gov.