

# Origin IMb TRACING™ Customer Instructions

Origin IMb TRACING customers who want to participate in the Earned Value Promotion and whose MID does not appear in the IMb™ on their CRM and BRM mailpieces, will need to:

1. Register their IMb Tracing MIDs and Permit account(s) in the Business Customer Gateway.
2. Download and complete the following form, if the Origin IMb Tracing MIDs are not encoded in the IMb on the BRM and CRM pieces. Please enter the MIDs used to participate in IMb TRACING, CRIDs, and your ZIP™ information. These are the ZIP+4® or ZIP+4+2 that are encoded in the IMb on your BRM and CRM mailpieces.
3. Please email the completed form to the Program Office at: [EarnedValue@usps.gov](mailto:EarnedValue@usps.gov). The Program Office can also be contacted at this email address for further questions.

## Revision History

Date	Section	Reason For Revision	Version
2/7/2014	Entire Document	Name change of document and instructions	2