

LICENSING ANNOUNCEMENT

NOVEMBER 19, 2013

REMINDER ON NCOA^{LINK}[®] WEEKLY PRODUCT UPDATES VIA EPF

Primary Audience: All NCOA^{Link} Full and Limited Service and MPE Data User Licensees

What:

As a reminder, effective Monday, November 18, weekly product updates for NCOA^{Link} are posted each Monday. Licensees will now be able to retrieve their files sooner via the Electronic Product Fulfillment (EPF) website. NCOA^{Link} files were previously posted on Thursdays.

As a reminder, all hardcopy product fulfillment, i.e. CDs and DVDs, will end October 1, 2014.

When:

Beginning Monday, November 18, 2013

Impact:

To retrieve the NCOA^{Link} files electronically, licensees are required to build a user interface to call the USPS[®] web service. The NCOA^{Link} files, like DPV[®], DSF²[®] and AMS API, cannot be downloaded directly from the EPF website because they are too large.

Once the user interface has been created, licensees will be able to obtain weekly product updates on Mondays instead of waiting for DVDs to arrive at your facilities.

What you need to do:

To begin the transition process to Electronic Product Fulfillment, please complete the attached Electronic Product Fulfillment Web Access Request Form. On the form, mark each licensed product that you receive product updates from the USPS. The form must be completed for each person that will need access to the EPF website. If more than three users need access, it is suggested that you create a group email address so multiple users can be granted access under one email address.

Once the form is completed, you may fax it to 901-681-4582 or submit it via email to ncoalink@usps.gov. When the form is processed, an email will be sent to the email addresses listed on the forms, which will include supporting documentation to assist in developing the user interface to call the USPS web service. This document is also attached for your review.

The USPS would like all licensees to begin the migration to electronic fulfillment. NCOA^{Link}, DPV, DSF² and AMS API licensees will continue to receive hardcopy fulfillment until they have been able to successfully retrieve their product updates on a continuous basis. Remember October 1, 2014, all hardcopy fulfillment will cease.

If you have any questions regarding electronic product fulfillment, please submit them in writing to ncoalink@usps.gov.