

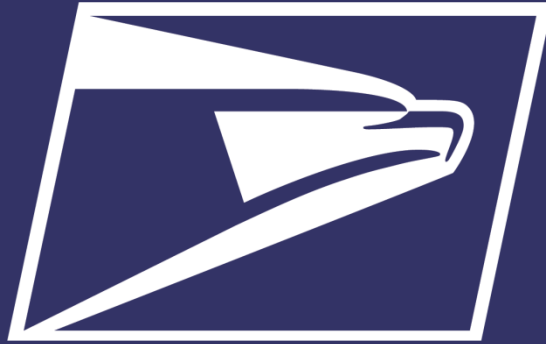
Welcome



Dawn Jerson
Mailing Standards Specialist
Cleveland, Ohio



★ Designed by TownMapsUSA.com



Speaking Postal

Mail Terminology 101

June 25th, 2021



Getting Back to Basics

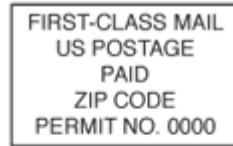
Weekly Zoom meetings starting at 2 PM ET

- **Friday, June 25 – Speaking Postal – Mail Terminology 101**
- Friday, July 2 – The Difference between First-Class Mail and Marketing Mail
- Friday, July 9 – Shaped Base Pricing to include Mailability, Postcards, Letters, Non-machinable, Machinable and Automation basics
- Friday, July 16 – Folded Self-Mailers, Booklets and Flats
- Friday, July 23 – eCommerce and Shipping
- Friday, July 30 – Business Customer Gateway – How to set up your Account

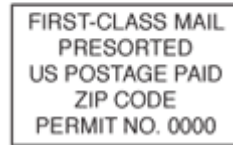


Commercial Mailings can be paid for the following ways:

Indicia



First Class Mail



Presorted First Class Mail

Meter



Precanceled





- Non-Machinable - **It's lumpy, bumpy, or square.** It's also expensive!





- **Machinable** - It will run on the machines. But no barcodes...





- Automation - You have barcodes on the mail. And saved money...



➤ Full Service - You used your software to create electronic postage statements, and listed the serial numbers. You saved a little more money too!



Electronic Confirmation Acceptance Notice

USPS Generated

Note to Mailer: Your electronic postage statement has been submitted to the USPS PostalOne! system on Jun 17, 2021 02:22 PM.

The labels and electronic mailing information associated to this form, must match the physical mailing being presented to the USPS® with this form.

Postage Statement ID: 433705079
 Post Office of Permit: CLEVELAND OH 44101-9603
 Mailing Group ID: 314076377
 Account Holder: WE NEED THIS
 Account Number: 2901418
 Permit Holder: WE NEED THIS
 Permit Type and Number: PC 310
 Mail Agent: WE NEED THIS
 Mail Owner Name: WE NEED THIS
 Mail Owner's Permit Type and Number:
 CRID: 27205611
 Customer Reference ID:
 Mail Class and Price Eligibility: USPS Marketing Mail - Regular
 Processing Category: Letters
 Single Piece Weight Declared by Mailer: 0.0625 lbs (1.00 oz)
 Total Mail Pieces: 200 pieces
 Total Weight: 12.5000 lbs
 Total Postage Amount: \$57.95
 Permit Account for Insufficient Affixed Postage: PC 310
 Total Postage Affixed: \$20.00
 Total Postage Due: \$37.95
 Handling Unit :

1' MM Trays	2' MM Trays	2' EMM Trays	Flat Trays	Sacks	Pallets	Other
	2					

Important: Please bring your mailing by - Jul 02, 2021

Post Office of Mailing	Hours
CLEVELAND BMEU - MAIN OFFICE 2400 ORANGE AVE RM 30 CLEVELAND, OH 441019701	Mon 10:00 AM - 07:00 PM
	Tue 10:00 AM - 07:00 PM
	Wed 10:00 AM - 07:00 PM
	Thu 10:00 AM - 07:00 PM
	Fri 10:00 AM - 07:00 PM
	Sat Closed
	Sun Closed

Note:

*This mailing may be subject to additional verification at the time of acceptance.

*This mailing cannot be processed at the self service terminal.



- Seamless - **High Tech!** You showed great mail quality and moved to Seamless Acceptance. Your statements Auto-Finalize.



- Non-Machinable - It's lumpy, bumpy, or square. Expensive!
 - Machinable - It will run on the machines. But no barcodes...
 - Automation - You have barcodes on the mail. And saved money...
- Full Service - You used your software to create electronic Postage statements, and listed the serial numbers. You saved a little more money too!
- Seamless - High Tech! You showed great mail quality and moved to Seamless Acceptance. Your statements Auto-Finalize.



➤ What does BMEU stand for?

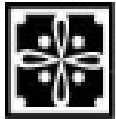


Business Mail Entry Unit





Alternate Method



ENTER TO WIN!

Thank You!

Name: _____

Address: _____

Phone: _____



<input type="checkbox"/> Move Update Method	<input type="checkbox"/> Alternative Method
<input type="checkbox"/> Ancillary Service Endorsement	<input type="checkbox"/> Multiple
<input type="checkbox"/> NCOA ^{Link}	<input type="checkbox"/> OneCode ACS
<input type="checkbox"/> ACS	<input type="checkbox"/> n/a Alternative Address Format

Alternative Address

Mary Smith **or** Current Resident
135 Maple Ave
Ohioville, OH 44000



Places & Rates

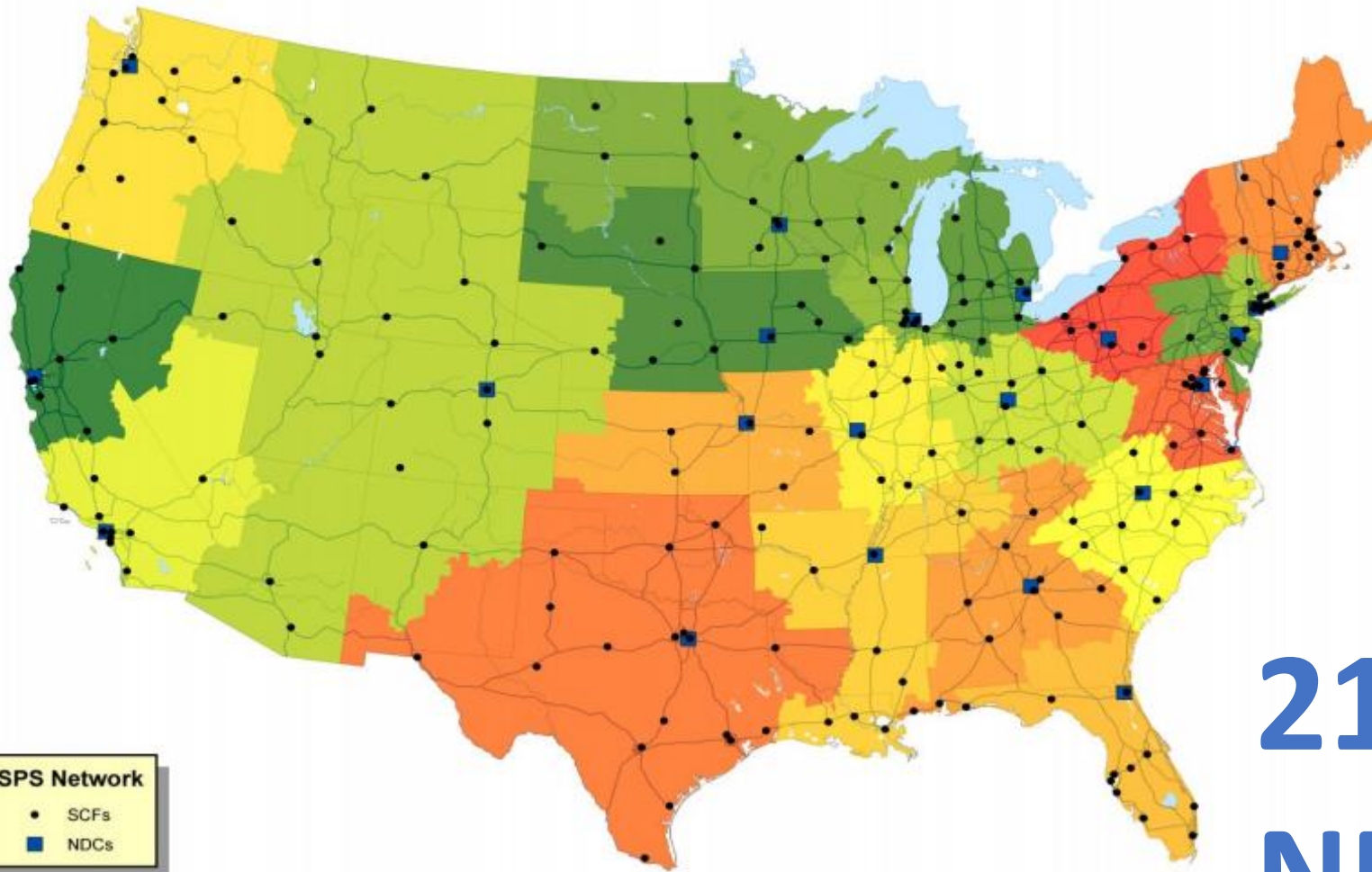


- **AADC Automated Area Distribution Center**
 - A distribution center that uses barcodes sorters and other equipment designed for processing automation compatible mail.
- **NDC Network Distribution Center**
 - Large highly mechanized processing plant that distributes Marketing Mail and Package Services for multiple states.
- **SCF Sectional Center Facility**
 - A postal facility that serves as the processing and distribution center for an area defined by the first 3 digits of the ZIP code. Some SCF's serve more than one range.
- **DDU Destination Delivery Unit**
 - Local Post Office.
- **P&DC Processing and Distribution Center**
 - Processing plant that sorts and dispatches mail for a designed service area.

- **DNDC & DSCF – These are rates - not places**



USPS NDC/SCF Network



New Jersey, San Juan, Jacksonville, Springfield MA, Philadelphia, Pittsburgh, Washington DC, Greensboro, Atlanta, Cincinnati, Memphis, St Louis, Detroit, Chicago, Minneapolis /St Paul, Des Moines, Denver, Kansas City, Dallas, Seattle, LA, San Francisco

21
NDCs



SCFs



Column A 3-Digit ZIP Code Prefix Group	Column B Label To							
005, 117-119	ADC LONG ISLAND NY 117							
006-009	ADC SAN JUAN PR 006							
010-012, 060-065, 067	ADC HARTFORD CT 060							
013-017	ADC CENTRAL MA 015							
018-019, 021-022, 024, 055	ADC BOSTON MA 021							
020, 023	ADC BROCKTON MA 023	210-211, 214	ADC LINTHICUM MD 210	440-441, 444-445, 448-449	ADC CLEVELAND OH 440	700-701, 703-704	ADC NEW ORLEANS LA 700	
025-029	ADC PROVIDENCE RI 028	212, 215, 217, 219, 267	ADC BALTIMORE MD 212	442-443, 446-447	ADC AKRON OH 442	705-706	ADC LAFAYETTE LA 705	
030-034, 038	ADC MANCHESTER NH 030	216, 218	ADC EASTERN SHORE MD 216	460-462, 469, 472-474, 478-479	ADC INDIANAPOLIS IN 460	707-708	ADC BATON ROUGE LA 707	
035-037, 050-053, 057-059	ADC WHITE RIV JCT VT 050	220-223	ADC NORTHERN VA 220	463-464	ADC GARY IN 463	710-714, 718, 755-756, 759	(BPM, STD) ADC SHREVEPORT LA 71099	
039-043, 045, 048	ADC SOUTHERN ME 040	224-225, 228-232, 238-239, 244	ADC RICHMOND VA 230	465-468	ADC FORT WAYNE IN 467	710-714, 718, 755-756, 759	(FCM, PER) ADC SHREVEPORT LA 710	
044, 046-047, 049	ADC EASTERN ME 044	233-237	ADC NORFOLK VA 233	480, 483-487	ADC METROPLEX MI 480	716-717, 719-722, 725, 728	(FCM, PER) ADC LITTLE ROCK AR 720	
054, 056	ADC BURLINGTON VT 054	240-241, 243, 245	ADC ROANOKE VA 240	490-491, 493-495	ADC GRAND RAPIDS MI 493	716-717, 719-722, 725, 728	(BPM, STD) ADC LITTLE ROCK AR 72098	
066, 068-069, 105-109	ADC WESTCHESTER NY 105	242, 376-379, 407-409, 417-418, 425-426	ADC KNOXVILLE TN 377	496-497	ADC TRAVERSE CITY MI 496	726-727, 729	ADC NW ARKANSAS AR 727	
070-073, 079, 088-089	ADC DV DANIELS NJ 07099	246-253, 255-259, 261-264, 266, 411-412, 415-416	ADC CHARLESTON WV 250	498-499, 541-545	ADC GREEN BAY WI 541	730-731, 734-738, 748	ADC OKLAHOMA CITY OK 730	
074-076, 078	ADC NNJ METRO NJ 076	270-274, 286	ADC GREENSBORO NC 270	500-503, 505, 508-509, 514, 525	(FCM) ADC DES MOINES IA 500	733, 765, 786-787, 789	ADC AUSTIN TX 786	
077, 085-087	ADC TRENTON NJ 085	275-277	ADC RALEIGH NC 275	500-503, 505, 508-509, 514, 525	(PER) ADC DES MOINES IA 50092	740-741, 743-747, 749	ADC NORTH TEXAS TX 750	
080-084	ADC SOUTH JERSEY NJ 080	278-279	ADC ROCKY MOUNT NC 278	500-503, 505, 508-509, 514, 525	(BPM, STD) ADC DES MOINES IA 50091	750, 754, 757-758	ADC DALLAS TX 752	
090-099	(BPM, PER, STD) MILITARY CENTER NJ 090	280-282, 297	ADC CHARLOTTE NC 280	504, 506-507, 521	ADC WATERLOO IA 506	760-764, 766-767	ADC FT WORTH TX 760	
090-099	(FCM) ADC APO/FPO 090 AE IL 62109	283-285	ADC FAYETTEVILLE NC 283	510-513, 570-575, 577	ADC SIOUX FALLS SD 570	768-769, 793-796, 881-882	ADC LUBBOCK TX 793	
100-102, 104	ADC NEW YORK NY 100	287-289, 293, 296	ADC GREENVILLE SC 296	515-516, 680-681, 683-689	ADC OMAHA NE 680	770, 772-778	ADC NORTH HOUSTON TX 773	
103, 112, 116	ADC BROOKLYN NY 112	290-292, 295	ADC COLUMBIA SC 290	520, 522-524	ADC CEDAR RAPIDS IA 522	779-784, 788	(BPM, STD) ADC SAN ANTONIO TX 78099	
110, 115	ADC W NASSAU NY 115	294, 299	ADC CHARLESTON SC 294	526-528, 612	ADC QUAD CITIES IL 612	779-784, 788	(FCM, PER) ADC SAN ANTONIO TX 780	
111, 113-114	ADC QUEENS NY 113	298, 300, 305-306, 308-309	(BPM, FCM, PER, STD) ADC NORTH MET 300	530-532, 534, 549	ADC MILWAUKEE WI 530	785	ADC MCALLEN TX 785	
120-129	ADC ALBANY NY 120	301-303, 311, 399	ADC ATLANTA GA 303	535, 537-539	ADC MADISON WI 537	797-799, 880, 883, 885	ADC DENVER CO 800	
130-139	ADC SYRACUSE NY 130	304, 310, 312, 318-319	(FCM, PER) ADC MACON GA 310	540, 546-548, 550-551, 556-559	ADC ST PAUL MN 550	813, 865, 870-871, 873-879, 884	ADC ALBUQUERQUE NM 870	
140-143, 147	ADC BUFFALO NY 140	304, 310, 312, 318-319	(BPM, STD) ADC MACON GA 31293	553-555, 560-564, 566	(MINNEAPOLIS MN 553	814-816	ADC GRAND JUNCTION CO 814	
144-146, 148-149, 167	ADC ROCHESTER NY 144	307, 370-374, 384-385, 421-422	(BPM, STD) ADC NASHVILLE TN 37099	565, 567, 580-584	ADC FARGO ND 580	820, 822-823	ADC CHEYENNE WY 820	
150-154, 156, 160-165, 260, 265, 439	ADC PITTSBURGH PA 150	307, 370-374, 384-385, 421-422	(FCM, PER) ADC NASHVILLE TN 370	576, 585-588	ADC BISMARCK ND 585	824-828	ADC CASPER WY 826	
155, 157-159, 166, 168	ADC JOHNSTOWN PA 159	313-315, 320, 322, 326, 344	(FCM, PER) ADC JACKSONVILLE FL 320	590-597, 821	ADC BILLINGS MT 590	829-832, 834, 840-847, 898	ADC SALT LAKE CITY UT 840	
169-179, 195-196, 254	ADC HARRISBURG PA 170	313-315, 320, 322, 326, 344	(BPM, STD) ADC JACKSONVILLE FL 3208	598-599	ADC MISSOULA MT 598	833, 836-837, 979	ADC BOISE ID 836	
180-188	ADC LEHIGH VALLEY PA 180	316-317, 323, 398	ADC TALLAHASSEE FL 323	600, 602, 610-611	ADC PALATINE IL 600	835, 838, 988, 990-994	ADC SPOKANE WA 990	
189-192, 194	ADC PHILADELPHIA PA 190	321, 327-329, 347	(BPM, FCM, PER, STD) ADC ORLANDO FL 328	606, 603	ADC CAROL STREAM IL 601	850-853, 855, 859-860, 863	ADC PHOENIX AZ 852	
193, 197-199	ADC WILMINGTON DE 197	324-325	ADC PENSACOLA FL 325	609, 617-619, 624	ADC S SUBURBAN IL 604	856-857	ADC TUCSON AZ 856	
200	WASHINGTON DC 200	330-333, 340	(BPM, STD) ADC MIAMI FL 33298	613-616	ADC FOX VALLEY IL 605	864, 889-891, 893	ADC LAS VEGAS NV 890	
201, 226-227, 268	ADC DULLES VA 201	330-333, 340	(FCM, PER) ADC MIAMI FL 331	620, 622, 628-631, 633-634, 636-639	ADC CHICAGO IL 606	894-895, 897, 961	ADC RENO NV 894	
202-205	ADC WASHINGTON DC 202	334, 349	ADC WEST PALM BEACH FL 334	620, 622, 628-631, 633-634, 636-639	ADC CHAMPAIGN IL 618	900-905, 907-908	ADC LOS ANGELES CA 900	
206-207	ADC SOUTHERN MD 207	335-336, 346	ADC TAMPA FL 336	623, 625-627	ADC PEORIA IL 615	906, 917-918	ADC INDUSTRY CA 917	
208-209	(FCM) ADC SUBURBAN MD 208	339, 341	ADC WISCONSIN WISCONSIN 530	635, 650-653	(FCM, PER) ADC ST LOUIS MO 630	910-916	ADC SANTA CLARITA CA 913	
		350-352, 354-359, 362	(FCM, PER) ADC BIRMINGHAM AL 352	640-641, 644-649, 654-658, 660-662, 664-668	(BPM, STD) ADC ST LOUIS MO 63203	919-921	ADC SAN DIEGO CA 920	
		350-352, 354-359, 362	(BPM, STD) ADC BIRMINGHAM AL 35099	640-641, 644-649, 654-658, 660-662, 664-668	ADC SPRINGFIELD IL 625	922-925	ADC SN BERNARDINO CA 923	
		360-361, 363-364, 367-368	(FCM, PER) ADC MONTGOMERY AL 360	640-641, 644-649, 654-658, 660-662, 664-668	ADC MID-MISSOURI MO 650	926-927	ADC SANTA ANA CA 926	
		360-361, 363-364, 367-368	(BPM, STD) ADC MONTGOMERY AL 3609	669-676, 678	(FCM, PER) ADC WICHITA KS 670	928	ADC ANAHEIM CA 928	
		365-366, 394-395	ADC MOBILE AL 365	669-676, 678	(BPM, STD) ADC WICHITA KS 67099	930-931, 934	ADC SANTA BARBARA CA 931	
		369, 387, 389-393, 396-397	(FCM, PER) ADC JACKSON MS 390	677, 690-693	ADC NORTH PLATTE NE 691	932-933, 935	ADC BAKERSFIELD CA 932	
		369, 387, 389-393, 396-397	(BPM, STD) ADC JACKSON MS 39099	679, 739, 790-792	ADC AMARILLO TX 790	936-938	ADC FRESNO CA 936	
		375, 380-383, 386, 388, 723-724	(BPM, STD) ADC MEMPHIS TN 38099			939, 950-951	ADC SAN JOSE CA 950	
		375, 380-383, 386, 388, 723-724	(FCM, PER) ADC MEMPHIS TN 380			940-941, 943-944, 949, 954-955	ADC SAN FRANCISCO CA 940	
		400-406, 413-414, 427, 471	ADC LOUISVILLE KY 400			942, 952-953, 956-960	ADC SACRAMENTO CA 956	
		410, 450-455, 459, 470	ADC CINCINNATI OH 450			945-948	ADC OAKLAND CA 945	
		420, 423-424, 475-477	ADC EVANSVILLE IN 450			962-966	(BPM, PER, STD) ADC APO/FPO SF ISC CA 94128	
		430-433, 437-438, 456-458	ADC COLUMBUS OH 430			962-966	(FCM) ADC APO/FPO 962 AP IL 62196	
		434-436, 481-482, 488-489, 492	ADC DETROIT MI 481			967-969	ADC HONOLULU HI 967	
						970-973, 977-978, 986	ADC PORTLAND OR 970	
						974	ADC EUGENE OR 974	
						975-976	ADC MEDFORD OR 975	
						980-985	ADC SEATTLE WA 980	
						989	ADC YAKIMA OR 989	
						995-999	ADC ANCHORAGE AK 995	

About 185 SCFs



Cleveland

DSCF Letters
440-449

DSCF Flats
440-441, 444-445,
448-449

Akron

DSCF Flats
442-443,
446-447



Label lists are updated monthly.





What does the ZIP in ZIP code stand for?



Zone Improvement Plan





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Robert Moon is considered the father of the ZIP codes. He introduced his proposal in 1944 while working as a postal inspector. The post office credits Mr. Moon with the first 3 digits of the zip code which describe the SCF. The fourth and fifth digits which give a more precise location within the SCF, were proposed by Henry Bentley Hahn, Sr. Zip codes were introduced nationwide on July 1, 1963.



Competitive Products

Domestic and international Shipping Services such as Priority Mail Express, Priority Mail, First-Class Package Service, USPS Retail Ground, Parcel Select, Priority Mail International, and First-Class Package International Service.





Market Dominant Pricing

First-Class letters, cards and flats including Presort mail

Periodicals

USPS Marketing mail letters, flats parcels, Bound Printed matter flats and parcels, Media/Library mail



Laura Harsch
Supervisor, BMEU
Akron, Ohio



★ Designed by TownMapsUSA.com



➤ STIDs MIDs and CRIDS



STID - Service Type ID - (Class of Mail and extra services)

MID - Mailer ID - (mailers may have multiple MIDS)

CRID - Customer Registration ID (location based)



IMb[®] Content



- 31 digits, 65 bars, 5 fields



Barcode ID	Service Type	Mailer ID	Serial Number	Routing Code
Ex: 50 <i>for Mixed AADC</i>	Ex: 260 for <i>First-Class Mail</i>	Ex: 123456 <i>USPS assigned</i>	Ex: 200800001 <i>Mailer Assigned</i>	Ex: 6449 Amberview Ct., Memphis, TN 38141-8346 38141834649



STID

Service Type Identifier

Shows the class of Mail and any extra services, such as address corrections or tracking.

Service Type Identifier (STID) Table

July 27, 2020

USPS Marketing Mail [®]					
Address Correction Option		Basic or Nonautomation		Full-Service	
		Without IV [®] MTR*	With IV [®] MTR*	Without IV [®] MTR*	with IV [®] MTR*
No Address Corrections		301	311	261	271
Manual Corrections **		702	042	037	043
OneCode ACS [®]	Address Service Requested Opt 1**	090	142		
	Address Service Requested Opt 2**	334	585		
	Change Service Requested Opt 1** ♻️	092	242		
	Change Service Requested Opt 2** ♻️	513***	586***		
	Return Service Requested Opt 2**	272	262		
	Address Service Requested Opt 1**			091	143



MID

Mailer Identifier

6 or 9 digits. Mailers can have multiple MIDs. Having multiple MIDs can eliminate duplicate barcode issues.

The MID is used in the IMb.

IMb[®] Content



- 31 digits, 65 bars, 5 fields



Barcode ID	Service Type	Mailer ID	Serial Number	Routing Code
Ex: 50 for Mixed AADC	Ex: 260 for First-Class Mail	Ex: 123456 USPS assigned	Ex: 200800001 Mailer Assigned	Ex: 6449 Amberview Ct., Memphis, TN 38141-8346 38141834649



CRID

Customer Registration Identifier-uniquely identifies a business at a location. Most businesses should have only one CRID

Your Mailer Scorecard is based on your CRID.





**What
does EDDM stand for?**



Every Door Direct Mail



Informed Delivery And Informed Visibility





Integrate Digital and Physical

Now is the time to amplify the impact of your mail with Informed Delivery.





Weekly Report: June 07 – June 11, 2021

40.0M

Total Users

100,240

Completed Campaigns

32.3M

Email-enabled Users

5,926

Active Campaigns
Past two weeks

64K+

Sign-ups via Enrollment App

2,144

Mailers/MSPs Participating

300K+

Weekly User Registrations
8-week average

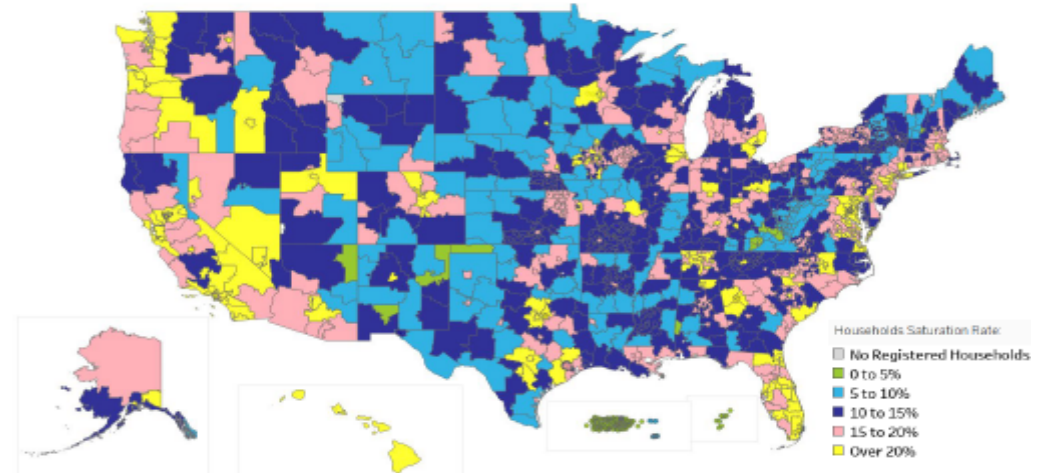
12,771

Brands Represented

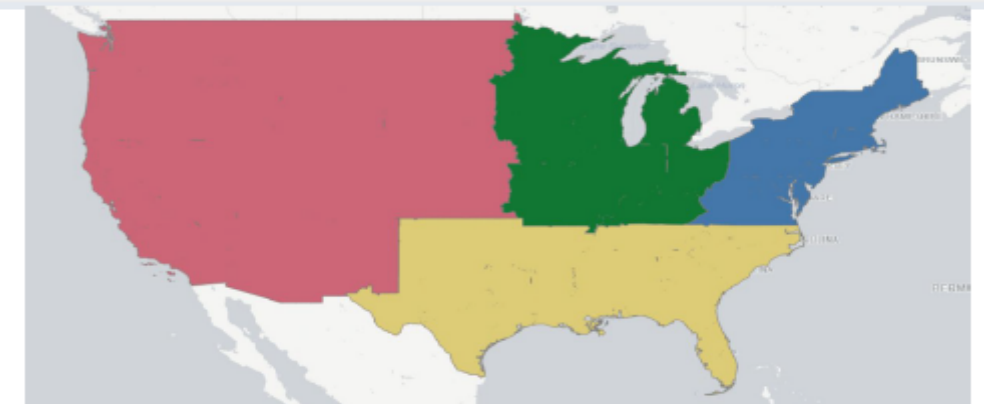
Total Users and Sign-ups via Enrollment App By Area

ATLANTIC	CENTRAL	SOUTHERN	WESTERN-PACIFIC
3,723 Sign Ups	5,453 Sign Ups	11,841 Sign Ups	13,363 Sign Ups
8,310,359	7,500,504	13,439,033	10,760,789

Household Saturation



22.9% National Saturation of Eligible Deliveries





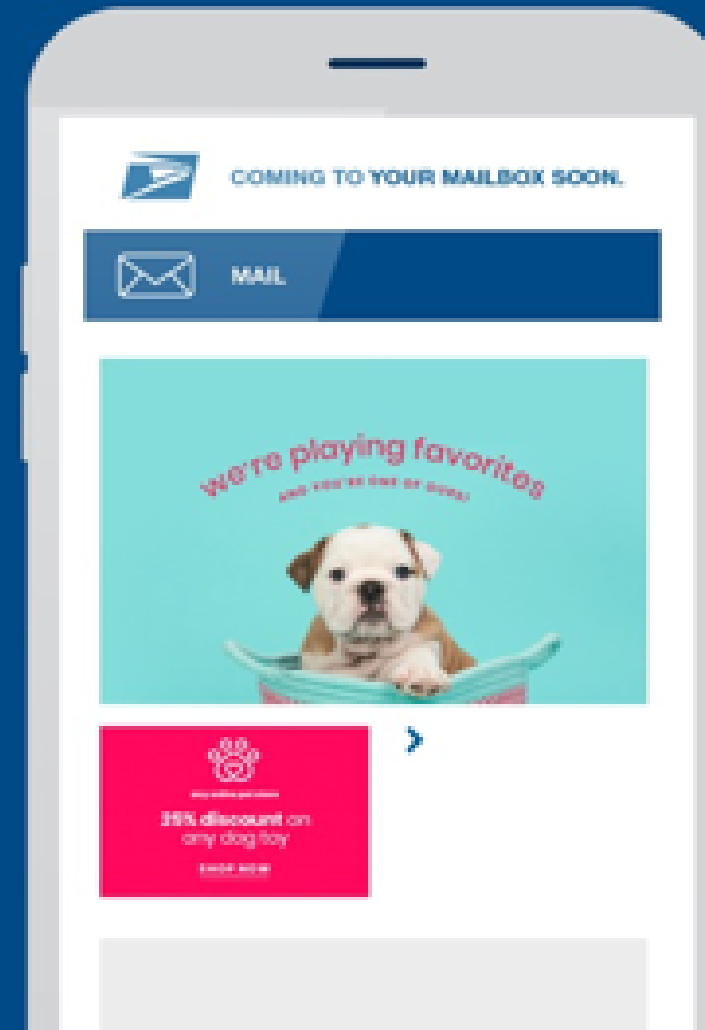
INFORMED DELIVERY

Turn the mail experience into a digital experience

Get multiple impressions and multiple opportunities to drive action—all from a single mailpiece.

45% of Informed Delivery users act on digital promotions at least once a month.¹

¹ USPS Informed Delivery user survey, November 2018.





The Daily Routine Is Changing



89%

of users surveyed check their phones within the hour after waking up.¹



61%

of Informed Delivery users surveyed view their notifications on mobile devices.²



32%

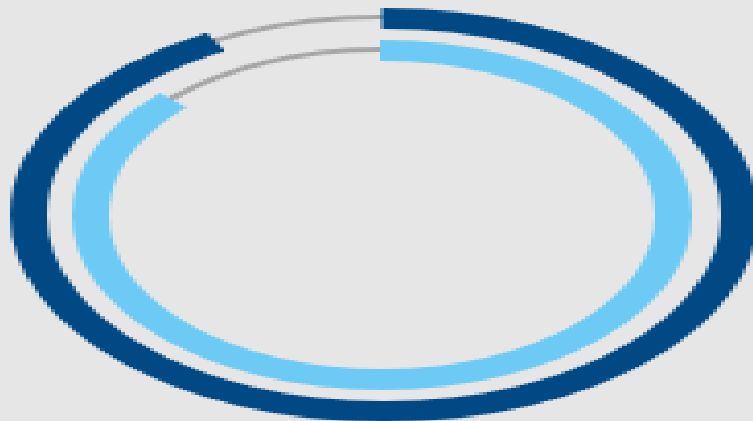
of Informed Delivery users surveyed have clicked on an interactive digital promotion, and 19% have purchased.³

1. "2017 Global Mobile Consumer Survey," Statista, 2017. 2. "Informed Delivery User Survey," USPS, November 2016. 3. "USPS Mail Innovation Survey," USPS, Fall 2016.



NO cost to use the Informed Delivery Campaigns!!

Proven Results



89%

of users surveyed are satisfied or very satisfied with Informed Delivery.¹



93%

of users surveyed would recommend Informed Delivery to friends, family, or colleagues.¹

1. "Informed Delivery User Survey," USPS, November 26-18.





Hayneedle Outdoor Informed Delivery[®] Campaign



FULL-COLOR IMAGE

This Representative Image gives users a preview of the direct mailpiece arriving soon.



COMPELLING OFFER

The Ride-along Image strengthens the campaign's call to action, prompting the user to claim their 10% off.

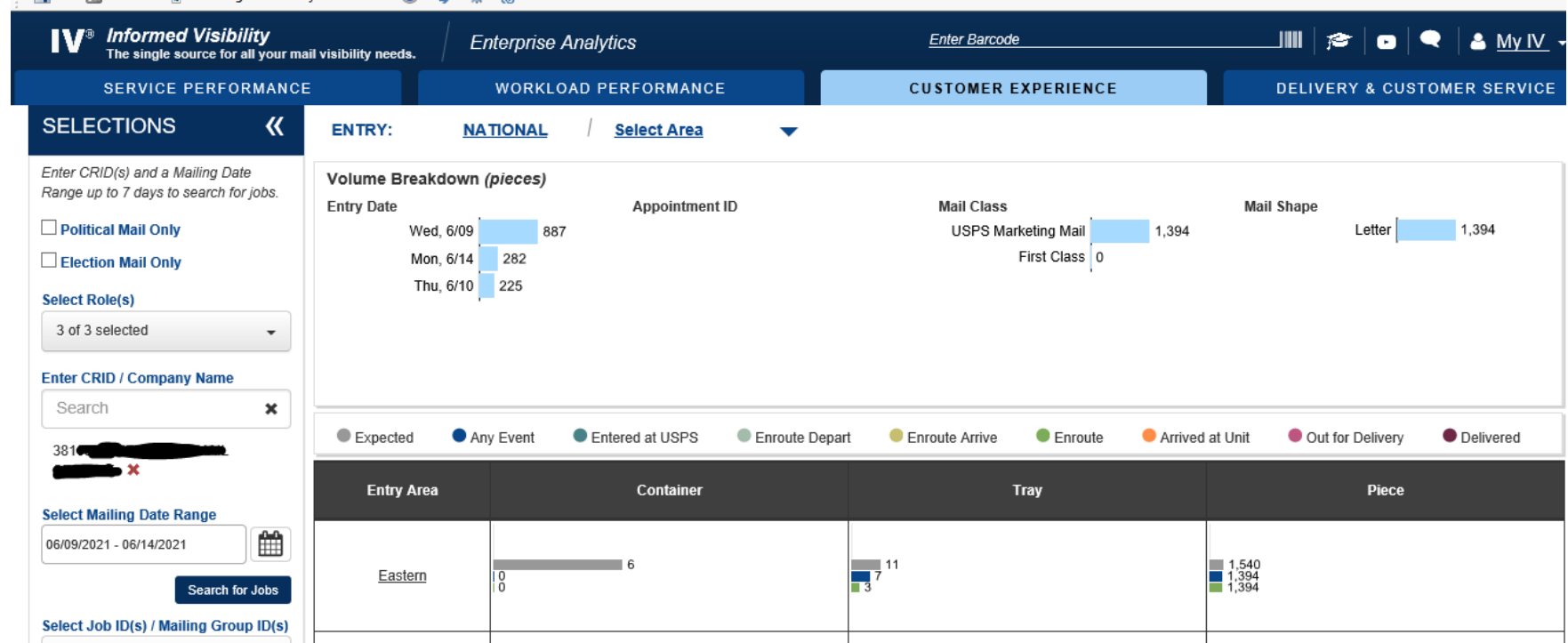




IV

Informed Visibility

Allows basic tracking of mail.



You can also get data feeds about your Mailer Scorecard. Contact your local BMEU if you need help signing up.



INFORMED VISIBILITY® FEATURE

Delivering the right data at the right time

The Informed Visibility® feature provides mail data that can help you fine-tune your marketing efforts and measure how well you're doing. It also provides updates on where your mail pieces are in the process.

- **Increased visibility:** Receive near real-time delivery notifications.
- **Data-driven efficiency:** Coordinate campaign timing across channels.
- **Powerful flexibility:** Better manage projected results and staffing levels.





Welcome, Laura Harsch

WE NEED THIS (27205611), 2400 ORANGE AVE, CLEVELAND, OH 44101-9003 ▼

Next Permit No Permit Fees

Fee:

[Balance and Fees](#)

Account Overview

By EPS#

By Permit#

Couldn't find any EPS Accounts for this CRID.

Mailer Scorecard

eDoc Submitter

Mail Preparer

Mail Owner

May 2021

You either do not participate in this program, or we have yet to receive data for this CRID.

Favorite Services

[Edit](#)

Dashboard >

IMsb >

MTEOR >

Mailer ID >

Mailing Reports >

Postal Wizard >



- Manage Mailing Activity**
- > Home
- > Summary
- > Balance and Fees
- > Postal Wizard
- > Electronic Data Exchange
- > Mailing Reports
- > Dashboard
- > Manage Permits
- > IMsb Tool
- e-VS Customer**
- > e-VS Monthly Account and Sampling Summary

Home > Mailing Reports

Mailing Reports

- [View Transactions](#)
- [Pending Postage Statements](#)
- [Induction Activity Report \(eInduction\)](#)
- [Electronic Verification Activity \(EVS\)](#)
- [Parcel Return Service \(PRS\)](#)
- [BRM Invoice Detail Report](#)
- [Customer MRS Detail Report](#)
- [Customer MRS Summary Report](#)
- [eInduction Quick Status Report](#)
- [Mail Entry Additional Postage Assessment Report](#)
- [IMpb Compliance Report](#)
- [Mailing Summary Report](#)
- [Mail Quality Reports](#)
- [Mailer Scorecard](#)
- [View Historical Permit Transactions](#)
- [Carbon Accounting Statement](#)
- [Tech Credit Report](#)
- [QBRM Verification Assessment Report](#)
- [QBRM Additional Postage Due Report](#)
- [PPI Monthly Summary Report](#)
- [Seamless Acceptance Incentive Report](#)



Mailer Scorecard

APRIL 2021

Verifications

Mailer Profile	Electronic Verification	eInduction	Seamless	Mail Irregularities
----------------	-------------------------	------------	----------	---------------------

Metrics
 # Trending
 % Metrics
 % Trending

Electronic Verification

eDoc Submitter	Total	27205611
		WE NEED THIS
# Containers processed for eDoc validations	N/A	N/A
# Handling Units processed for eDoc validations	N/A	N/A
# Bundles processed for eDoc validations	N/A	N/A
# Pieces processed for eDoc validations	N/A	N/A
# Full-Service Containers processed for eDoc validations	N/A	N/A
# Full-Service Handling Units processed for eDoc validations	N/A	N/A
# Full-Service Orphan Handling Units processed for eDoc validation	N/A	N/A
# Full-Service Pieces processed for eDoc validations	N/A	N/A
Full-Service Verifications	N/A	N/A
# MID Container Errors	N/A	N/A
# Containers with MID Errors	N/A	N/A
# MID HU Errors	N/A	N/A
# HUs with MID Errors	N/A	N/A
# MID Piece Errors	N/A	N/A
# Pieces with MID Errors	N/A	N/A
# STID Errors	N/A	N/A
# Pieces with STID Errors	N/A	N/A
# By/For Errors	N/A	N/A
# Pieces with By/For Errors	N/A	N/A
# Barcode Uniqueness Container Errors	N/A	N/A
# Containers with Barcode Uniqueness Errors	N/A	N/A
# Barcode Uniqueness HU Errors	N/A	N/A
# HUs with Barcode Uniqueness Errors	N/A	N/A
# Barcode Uniqueness Piece Errors	N/A	N/A
# Pieces with Barcode Uniqueness Errors	N/A	N/A
# Entry Facility Container Errors	N/A	N/A
# Containers with Entry Facility Errors	N/A	N/A

Mailer Scorecard

APRIL 2021

Verifications

Mailer Profile	Electronic Verification	eInduction	Seamless	Mail Irregularities
----------------	-------------------------	------------	----------	---------------------

Metrics
 # Trending
 % Metrics
 % Trending

Seamless

Data displayed for a Seamless Parallel or non-Seamless

eDoc Submitter	Total	27205611
		WE NEED THIS
CRID Seamless Status	N/A	Inactive
# Seamless Acceptance Jobs	N/A	N/A
# Containers processed for Seamless validations	N/A	N/A
# Handling Units processed for Seamless validations	N/A	N/A
# Pieces processed for Seamless validations	N/A	N/A
# Seamless Acceptance Jobs not Auto-Finalized	N/A	N/A
# Seamless Documented Piece Scans	N/A	N/A
# Adjusted Seamless Documented Piece Scans	N/A	N/A
# Scanned Pieces Associated to eDoc	N/A	N/A
# Undocumented Pieces	--	--
Additional Postage Due (Undocumented Pieces) - Info Only	N/A	N/A
# Nesting/ Sortation Piece Errors (MPE)	N/A	N/A
# Delivery Point Piece Errors	N/A	N/A
Sampling Verifications	N/A	N/A
# Containers Sampled	N/A	N/A
# Handling Units Sampled	N/A	N/A
# Pieces Sampled	N/A	N/A
General PAF	N/A	N/A
# Weight Piece Errors	N/A	N/A
# Postage Piece Errors	N/A	N/A
Mail Characteristic PAF	N/A	N/A
# Mail Characteristic Piece Errors	N/A	N/A
Total Additional Postage Due (Seamless) - Info Only	--	--
# Barcode Quality Piece Warnings	N/A	N/A
Nesting Sampling Validations - Info Only	N/A	N/A



If you are a Mail Service Provider (MSP) you may get By/For errors if you do a mailing for yourself.

A By/For error identifies jobs where the Mailing Agent and Mail Owner are the same.

If you do mailings like this, contact your BMEU about a Jackpot CRID or other alternatives.



Barcode Uniqueness



Barcode uniqueness- Be careful when you reuse a data file

IMb® Content



- 31 digits, 65 bars, 5 fields



Barcode ID	Service Type	Mailer ID	Serial Number	Routing Code
Ex: 50 for Mixed AADC	Ex: 260 for First-Class Mail	Ex: 123456 USPS assigned	Ex: 200800001 Mailer Assigned	Ex: 6449 Amberview Ct., Memphis, TN 38141-8346 38141834649



Seamless Metrics – Seamless Error Types



Undocumented





Understand & Diagnose Undocumented Pieces



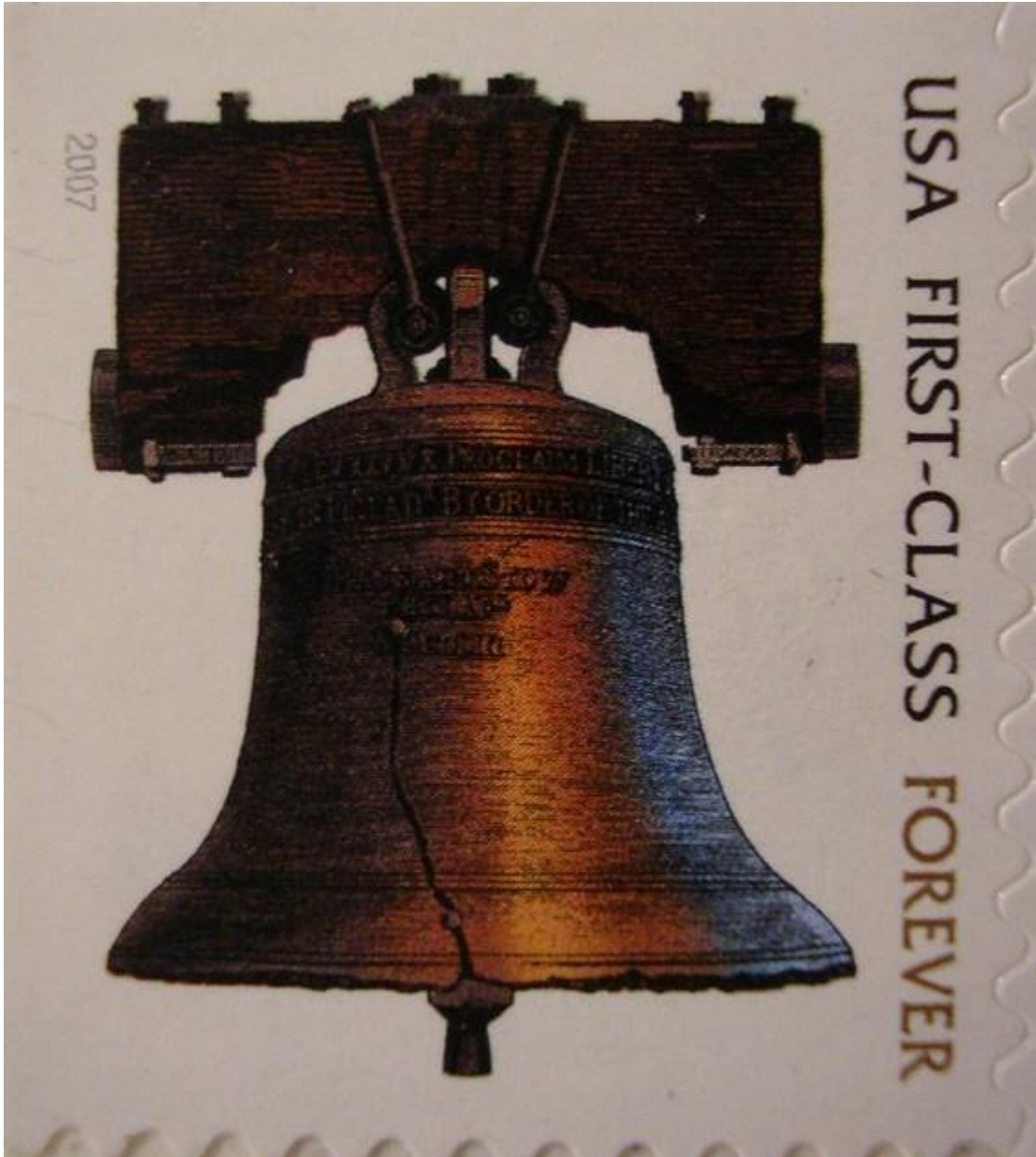
Top 5 Causes & Resolutions for Undocumented Mail Pieces

Causes		Resolutions	
1	Hard Copy Statements		Submit any mailpieces with IMbs via electronic documentation
2	PostalWizard Statements		Full-Service PW statements: include your piece range for IMbs. Non Full-Service: submit via Mail.dat or Mail.xml
3	Single Piece Metered/Permit with IMb		Mail.dat and Mail.xml support the submission of single piece postage for permit imprint and metered
4	IMb in eDOC does not match IMb on piece		When adjusting eDoc, ensure to elect to maintain original IMbs in your software settings
5	Mis-Identified Spoiled/Wasted Pieces in eDoc		Any pieces that were originally identified as wasted must be resubmitted in a new eDoc before being mailed



When was the forever stamp first introduced?







Postal Resources

DMM

IMM

PE

Postal Pro

QSG





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Domestic Mail

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Prices

Price List (Notice 123) [HTML](#) | [PDF](#)

August 2021 Price Change Effective 08/29/21 [Documents](#)

May 2021 Service Change Effective 05/23/21 [Documents](#)

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DMM- Domestic Mail Manual is divided into sections for Retail mail, Commercial Mail, and General information. There is also a current Price list.

- Domestic Mail Manual
 - 100 Retail Mail ▾
 - 200 Commercial Mail ▾
 - 500 Additional Mailing Services ▾
 - 600 Basic Standards for All Mailing Services ▾
 - 700 Special Standards ▾
 - Index and Appendices ▾

Mailing Standards of the United States Postal Service Domestic Mail Manual

[Summary of Changes](#)
[Quick Service Guide](#)

RETAIL MAILING SERVICES

100 Retail Letters, Cards, Flats, and Parcels

- 101 Physical Standards
- 102 Elements on the Face of a Mailpiece
- 110 Priority Mail Express
- 120 Priority Mail
- 130 First-Class Mail
- 140 Every Door Direct Mail - Retail (EDDM-Retail)
- 150 USPS Retail Ground
- 170 Media Mail and Library Mail

Related Link:

[A Customer's Guide to Mailing](#)

COMMERCIAL MAILING SERVICES

200 Commercial Letters, Cards, Flats, and Parcels

- 201 Physical Standards
- 202 Elements on the Face of a Mailpiece
- 203 Basic Postage Statement, Documentation, and Preparation Standards
- 204 Barcoding Standards
- 207 Periodicals
- 210 Priority Mail Express
- 220 Priority Mail
- 230 First-Class Mail
- 240 USPS Marketing Mail
- 250 Parcel Select

GENERAL INFORMATION

500 Additional Mailing Services

- 503 Extra Services
- 505 Return Services
- 507 Mailer Services
- 508 Recipient Services
- 509 Other Services

600 Basic Standards for All Mailing Services

- 601 Mailability
- 602 Addressing
- 604 Postage Payment Methods and Refunds
- 607 Mailer Compliance and Appeals of Classification Decisions
- 608 Postal Information and Resources
- 609 Filing Indemnity Claims for Loss or Damage

700 Special Standards

- 703 Nonprofit USPS Marketing Mail and Other Unique Eligibility
- 705 Advanced Preparation and Special Postage Payment Systems
- 709 Negotiated Service Agreements

Index and Appendices

- Index
- Forms Glossary
- Price List (Notice 123)



IMM- International Mail Manual is divided into sections for general information, and more detailed information on conditions for mailing. There is also information about Inbound mail, and how to request an inquiry or refund Finally, there is a list of all Countries and any mailing restrictions and pricing.

International Mail Manual

Summary of Changes
Transmittal Letter
1 International Mail Services ▾
2 Conditions for Mailing ▾
3 Extra Services ▾
4 Treatment of Outbound Mail ▾
5 Nonpostal Export Regulations ▾
6 Special Programs ▾
7 Treatment of Inbound Mail ▾
8 (Reserved)
9 Inquiries, Indemnities, and Refunds ▾
Index of Countries and Localities
Country Price Groups and Weight Limits
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International Mail Manual

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Mailing Standards of the United States Postal Service
- International Mail Manual
April 5, 2021

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 - 270 Free Matter for the Blind
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 - 290 Commercial Services
- 7 Treatment of Inbound Mail**
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 - 720 Plant and Animal Quarantine Inspection
 - 730 Shortpaid Mail to the United States
 - 740 Irregular Mail
 - 750 Extra Services
 - 760 Forwarding
 - 770 Undeliverable Mail
 - 780 Items Mailed Abroad by or on Behalf of Senders in the United States
 - 790 International Inbound Mail Entry
- 8 (Reserved)
- 9 Inquiries, Indemnities, and Refunds**
 - 910 Reports Encouraged
 - 920 Inquiries and Claims
 - 930 Indemnity Payments
 - 940 Postage Refunds
- Index of Countries and Localities**
- Country Price Groups and Weight Limits**



Quick Service Guides- are a simplified version of the DMM. They provide an easy reference for preparing mail.

Quick Service Guides

Effective April 5, 2021

Quick Service Guides (QSGs) are intended to provide an overview of mailing standards on the applicable subject matter. For complete information, please see the Domestic Mail Manual (DMM).

100 Retail Letters, Cards, Flats, and Parcels

[110 Priority Mail Express](#)

[120 Priority Mail](#)

[140 EDDM - Retail](#)

[150 USPS Retail Ground](#)

200 Commercial Letters, Cards, Flats, and Parcels

[201 Physical Standards for Commercial Letters and Postcards](#)

[201a Designing Letters and Postcards for Automated Processing](#)

[201b Using Tabs, Wafer Seals, and Glue Strips](#)

[201c Physical Standards for Commercial Flats](#)

[201d Designing Flats for Automated Processing](#)

[201e Physical Standards for Commercial Parcels](#)

[201f Designing Parcels for Automated Processing](#)

[203 Optional Information Lines](#)



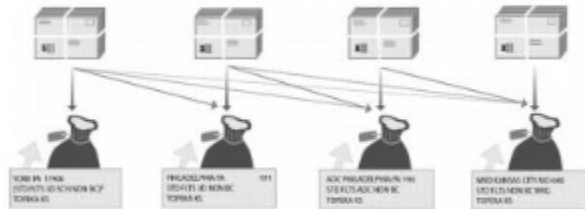
There are also hyperlinks back to the DMM and the Labeling lists for more detailed information.

Bundling and Sacking Sequence (245.8.0)

5-Digit/Scheme¹

Bundles: Scheme bundles required for 5-digit ZIP Codes in L007. Required with 15 pieces or more for mailings containing only pieces weighing 5 ounces or less. Required with 10 or more pieces for mailings containing any pieces weighing more than 5 ounces. Fewer pieces in a bundle not permitted.²

Labels: Red Label 5 or optional endorsement line (OEL).



5-Digit/Scheme³

Sacks: Required when there are 125 pieces or 15 pounds to the same 5-digit/scheme; smaller volume not permitted.⁴

Labels: Line 1: For 5-digit scheme sacks, use L007, Column B. For 5-digit sacks, use city, state, and 5-digit ZIP Code on mail. Line 2: For 5-digit scheme sacks, use "STD FLT 5D SCH NON BC." For 5-digit sacks, use "STD FLTS 5D NON BC."

Price: 5-Digit

3-Digit/Scheme¹

Bundles: Scheme bundles required for 3-digit ZIP Codes in L008. Required with 10 or more pieces to same 3-digit/scheme; fewer than 10 pieces in a bundle not permitted.²

Labels: Green Label 3 or OEL.

3-Digit

Sacks: Required when there are 125 pieces or 15 pounds; smaller volume not permitted.

Optional: After all full sacks are prepared, mailers may make one less-than-full sack for any remaining bundles for each origin 3-digit ZIP Code prefix of SCF serving post office where mail is verified.

Labels: For Line 1, use L002, Column A, for destination facility.

Price: 3-Digit or ADC⁵

ADC

Bundles: Required with 10 or more pieces to same ADC (see L004); fewer than 10 pieces in a bundle not permitted.²

Labels: Pink Label A or OEL.

ADC

Sacks: Required when there are 125 pieces or 15 pounds; smaller volume not permitted.

Labels: For Line 1, use L004, Column B for destination facility.

Price: ADC

Mixed ADC

Bundles: Any remaining pieces must be bundled in mixed ADC bundles.

Labels: Tan Label X or OEL.

Mixed ADC

Sacks: Any remaining bundles placed in mixed ADC sacks.

Labels: For Line 1, use L009, Column B.

Price: Mixed ADC



***Thank you for attending and
your continued partnership with the
United States Postal Service.***