

United States Postal Service®

# INDUSTRYALERT

August 11, 2023

## Business Customer Gateway eDoc Training Series – Periodicals – Statement of Ownership (SOO) Postal Wizard (PW) Entry

The Postal Service is hosting bi-weekly webinars on utilizing the Business Customer Gateway (BCG) for electronic documentation (eDoc) and postage statement submission. A new topic will be added for the months of August and September: Periodicals – Statement of Ownership (PS 3526) entry in Postal Wizard (PW). The October 1<sup>st</sup> deadline for Periodicals mailers to submit their Statement of Ownership is approaching, so the Postal Service will be hosting a webinar to guide mailers on the entry through Postal Wizard. After this training, the topics will continue to alternate between using the Business Customer Gateway (BCG) / Postal Wizard (PW) and Intelligent Mail for Small Business Tool (IMsb Tool) applications.

### Upcoming webinars:

August 15	Periodicals – Statement of Ownership (SOO) Postal Wizard (PW) Entry
August 29	Intelligent Mail for Small Business (IMsb) Tool
September 12	Periodicals – Statement of Ownership (SOO) Postal Wizard (PW) Entry
September 26	Business Customer Gateway (BCG) / Postal Wizard (PW)

**Join us for the next session – Periodicals – Statement of Ownership (SOO) Postal Wizard (PW) Entry on Tuesday, August 15, 2023, at 1:00 PM EST.**

### Meeting URL:

<https://usps.zoomgov.com/j/1603767418?pwd=TTFONWNVMXQ2UW1wcUVCcEt5WFIIz09>

Meeting ID: 160 376 7418

Password: 996767

- If requested, enter your name and email address.
- Enter meeting password: 996767
- **Join Audio by the options below:**
  - Call using Internet Audio
  - Dial: 1-855-860-4313, 1-678-317-3330 or 1-952-229-5070 & follow prompts

**Note:** Meeting links and presentations are also posted on PostalPro™ and can be found at [Mailing Services | PostalPro \(usps.com\)](#)

##

Please visit us on the USPS [Industry Outreach/USPS Corporate Affairs](#) website.  
Thank you for your support of the United States Postal Service.  
Industry Engagement & Outreach/USPS Corporate Affairs

To subscribe or unsubscribe to Industry Alerts, please hit reply and send us your request. Or mail your request to:  
Attn: Industry Engagement & Outreach  
475 L'Enfant Plaza, RM 4411  
Washington DC 20260

**Privacy Notice:** For information regarding our privacy policies, visit [www.usps.com/privacypolicy](http://www.usps.com/privacypolicy)