

USPS Service Standards Getting Started Guide

The Postal Service has developed Service Standards data files to help customers determine the number of days in transit. This tech sheet will provide step-by-step instructions on how to use these data files allowing you to streamline your operations and improve customer experience.

Origin Entry

Priority Mail:

1. Check if 3-Digit Origin ZIP Code & 5-Digit Destination ZIP Code Pair is present in the **Priority Mail Service Standards Exceptions File**. If so, use the Service Standard from the file otherwise continue to Step 2.
2. Lookup the Service Standards in the **Originating Service Standards File** based on the 3-Digit Origin ZIP Code & 3-Digit Destination ZIP Code Pair.

First Class Mail:

1. Check if 3-Digit Origin ZIP Code & 3-Digit Destination ZIP Code Pair is present in the **Commercial Over Night Standards File**. If so, use the Service Standard from the file otherwise continue to Step 2.
2. Lookup the Service Standards in the **Originating Service Standards File** based on the 3-Digit Origin ZIP Code & 3-Digit Destination ZIP Code Pair.

Ground Advantage, Package Services (Media, Library, BPM), Marketing & Periodicals

1. Lookup the Service Standards in the **Originating Service Standards File** based on the 3-Digit Origin ZIP Code & 3-Digit Destination ZIP Code Pair.

Destination Entry:

Parcel Select & Parcel Select Lightweight

1. Check if 3-Digit Origin ZIP Code & 5-Digit Destination ZIP Code Pair is present in the **Parcel Select and Parcel Select Lightweight Service Standards Exceptions File**. If so, use the Service Standard from the file otherwise continue to Step 2.
2. Lookup the Service Standards in the **Parcel Select and Parcel Select Lightweight Service Standards File** based on the 3-Digit Origin ZIP Code & 3-Digit Destination ZIP Code Pair.

Package Services (Media, Library, BPM), Marketing & Periodicals

1. Lookup the Service Standards in the **Destination Entry Service Standards File** based on the Mail Class, Destination Entry Facility Code, and 3-Digit Destination ZIP Code Pair.

Service Standards Data Files Flow Chart

