## USPS Package Intercept Webinar Start Time: 11:00 AM ET

**United States Postal Service** 

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Product Development Specialist, Sr.
Shipping Products and Services

To listen to a recording of this presentation:





#### **USPS Package Intercept®**

USPS Package Intercept® service, allows both online and commercial customers to redirect a domestic item back to the sender's address, to a Post Office™ location as a Hold For Pickup, or to a different domestic address (APO, DPO and FPO addresses are excluded).

This service is available for packages, letters, and flats with a USPS tracking or extra services barcode and all mail classes except Standard Mail® or Periodicals. There is no guarantee for the service.



#### **Features and Eligibility**

	Features	Rules and Restrictions
<b>○</b>	Requestor must be registered on USPS.com and have a stored payment method. Register at <a href="https://reg.usps.com/entreg/RegistrationAction">https://reg.usps.com/entreg/RegistrationAction</a> input.action  Online access to Package Intercept request for consumers on USPS.com. <a href="https://retail-pi.usps.com/retailpi/actions/index.action">https://retail-pi.usps.com/retailpi/actions/index.action</a>	Must have a USPS Tracking barcode.
	Merchant must have a Permit Imprint account linked to a Centralized Account Payment Processing Systems (CAPS) account through the Business Customer Gateway. <a href="https://reg.usps.com/entreg/RegistrationBusinessAction_input.action">https://reg.usps.com/entreg/RegistrationBusinessAction_input.action</a> Commercial Customers access Package Intercept requests via Business Customer Gateway <a href="https://gateway.usps.com/eAdmin/view/knowledge?id=PACKAGEINTERCEPT">https://gateway.usps.com/eAdmin/view/knowledge?id=PACKAGEINTERCEPT</a>	Items must be mailed to a domestic address. (APO, DPO, and FPO ZIP Codes excluded)
<b>≡</b>	Payment Options for Consumers: Credit or Debit Card Commercial customers: Centralized Accounts Processing System (CAPs)	Items with a Customs Declaration label attached are excluded.
10010100 10101 100010101 100010101	Commercial requests can be made as a single request or via a file upload (up to 100,000 records)	Items with hazardous material markings are excluded.
5	Service options include Return to Sender, Hold For Pickup and redirect to a domestic address.	Items can not already have been delivered or have an "Out for Delivery" scan event.
	Intercept fees and applicable postage is charged only upon successful intercept.	Items can not be redirected to an excluded ZIP Code.
""	Audio and visible alerts have been added to scanning equipment.	



#### Who is using the Service?

#### **Industry**

**Telecommunications** 

Prescription Benefits Management

**Eyewear Manufacturing** 

**Sporting Goods Stores** 

**Clothing Stores** 



## Fees are charged upon a successful intercept of the item. Applicable postage is added and charged based on the customer's selected service option.

Postage	Parameters
\$11.50 per intercepted item	No postage assessed if the item was originally mailed as Priority Mail Express, Priority Mail or First-Class Mail and the customer selects "Return to Sender" service.
	Postage is charged at the Priority Mail Commercial Base rate based on dimension, weight and zone from the point of intercept to the re-directed domestic address or Post Office as Hold For Pickup.
	Postage is charged at the flat-rate price if the item was originally mailed as flat-rate and is re-directed to another domestic address or Post Office as Hold For Pickup.



# Steps for Requesting USPS Package Intercept Business Customer Gateway (BCG)

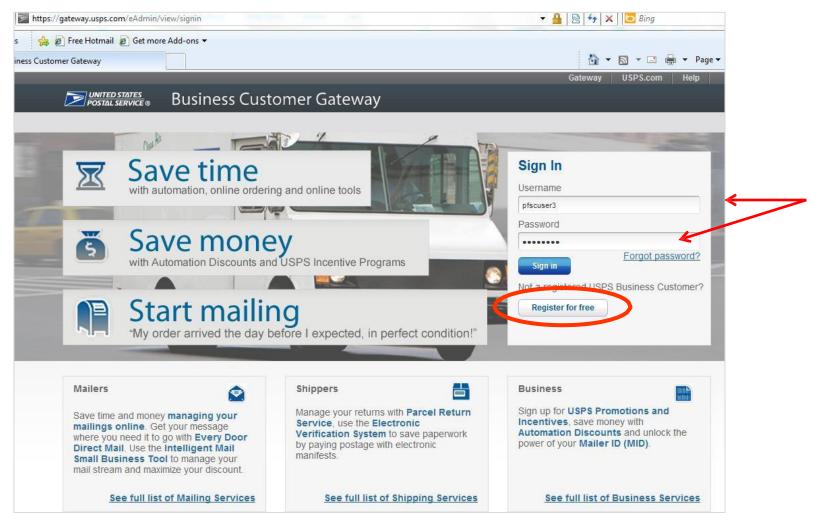


### In order to use the USPS Package Intercept (<u>Commercial</u>), a customer must first meet the following requirements:

Requirement	Information and Resources
Register as a Business Customer	Register as a BCG user by going to <a href="https://gateway.usps.com/eAdmin/view/signin">https://gateway.usps.com/eAdmin/view/signin</a> and click the
Gateway (BCG) User	"Register for free" button.
	Information and help for BCG registration can be found at:
	https://ribbs.usps.gov/intelligentmail gateway/documents/tech
	guides/BusinessCustomerGateway.pdf
Establish a Centralized Automated	If you do not have a CAPS account, go to <a href="https://caps.usps.gov/">https://caps.usps.gov/</a> for more information.
Payment System (CAPS) Account	
Establish a Daniel Inspirit account	If you do not have a name time wint account as to
Establish a Permit Imprint account	If you do not have a permit imprint account, go to:
and link it to a CAPS account	http://pe.usps.com/businessmail101/postage/applyPermit.htm.
	For information on linking your permit imprint account to your CAPS account, go to:
	http://caps.usps.gov/capshome.asp
Establish Customer Registration IDs	For more information about obtaining a CRID, go to:
(CRIDs) for each location and link	https://ribbs.usps.gov/intelligentmail_mail_id_app/documents/tech_guides/MIDCRIDAcquisitionQu
each CRID to a CAPS account	ickStep.pdf. for More information
	-
Obtain access to the Mailer ID (MID)	For more information on Mailer IDs, go to:
and Manage Mailing Activity	https://ribbs.usps.gov/index.cfm?page=intellmailmailidapp
business services in BCG	

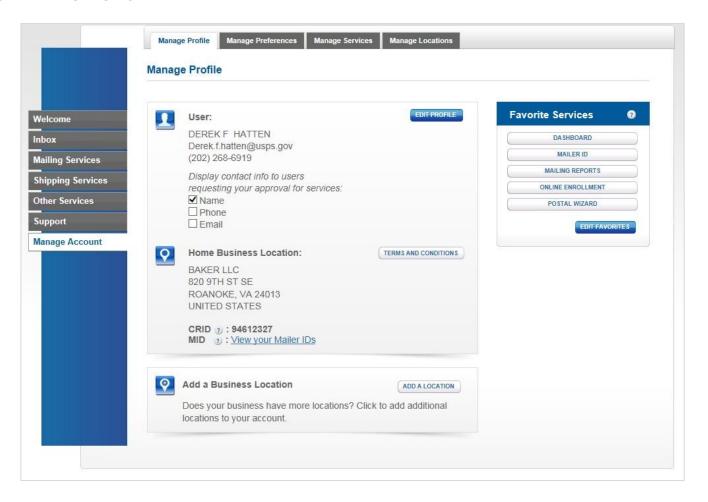


1. "Sign In" or create an account by clicking the "Register for free" link.



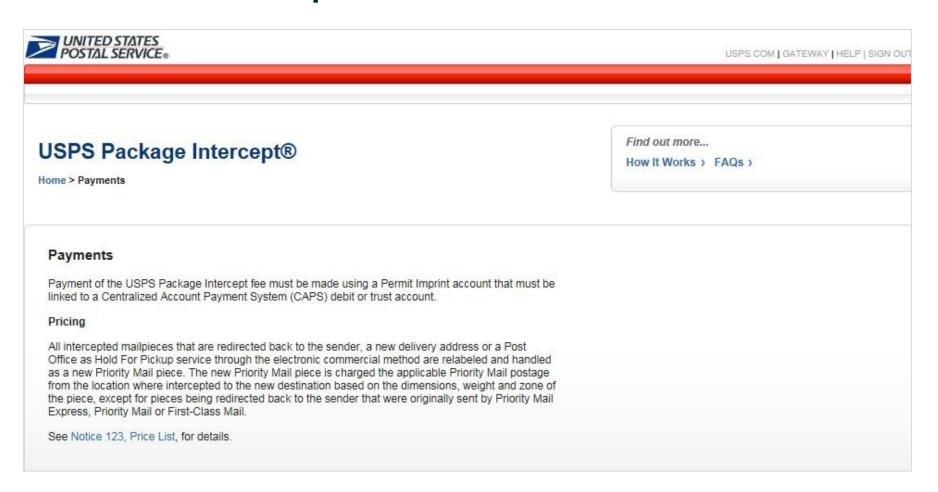


2. Commercial customers must establish an account through BCG in order to use USPS Package Intercept Commercial.



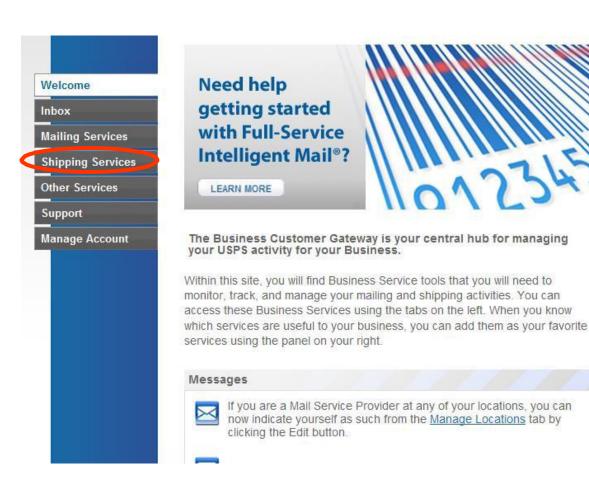


#### 3. Create a Permit Imprint account linked to a CAPS account.





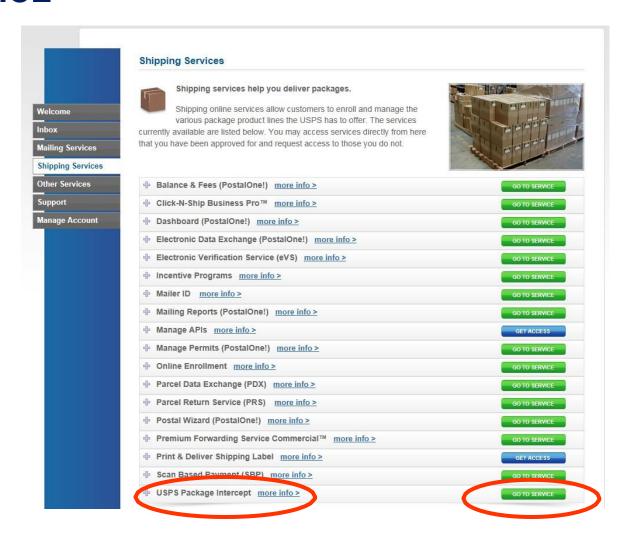
#### 4. Select Shipping Services.





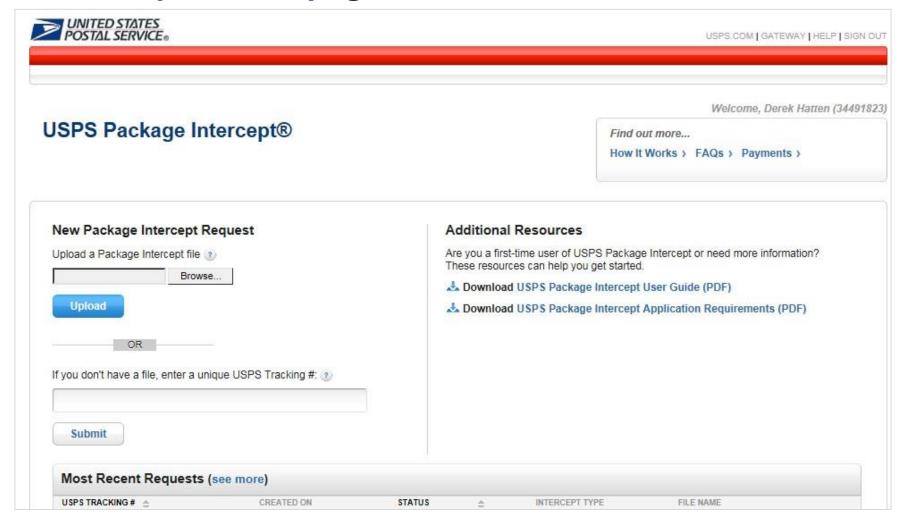


### 5. Locate "USPS Package Intercept" and click "GO TO SERVICE"



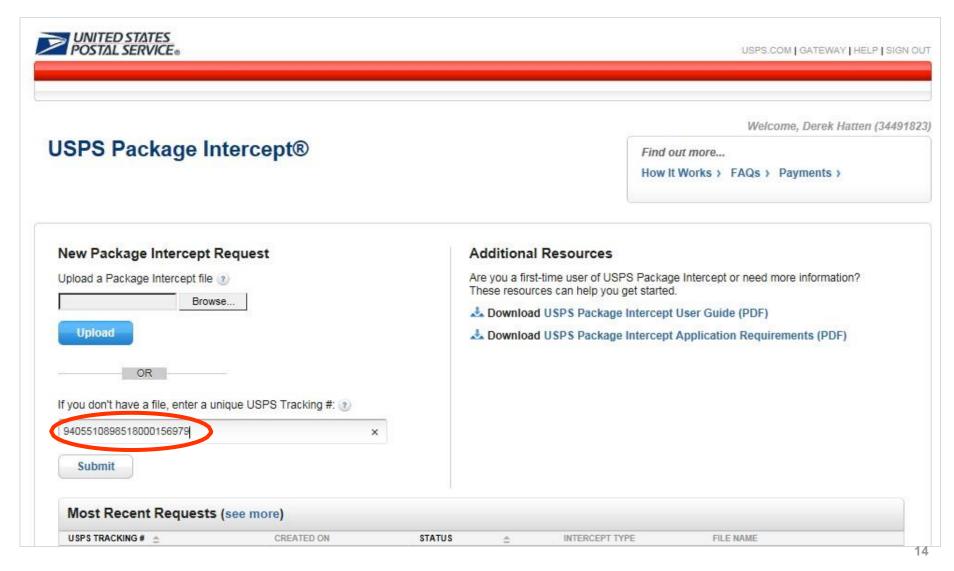


 The "Go To Service" link populates the USPS Package Intercept® Homepage.

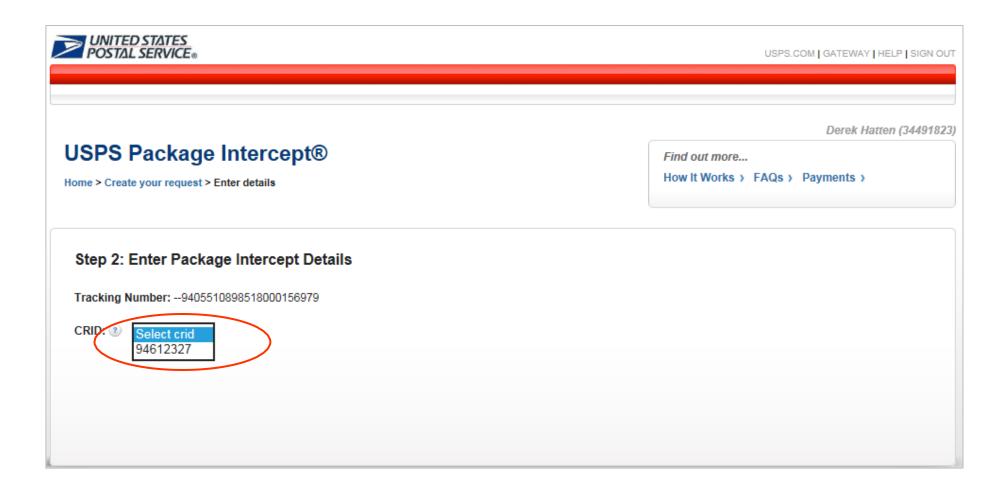




#### 6. Enter USPS tracking number (single request).

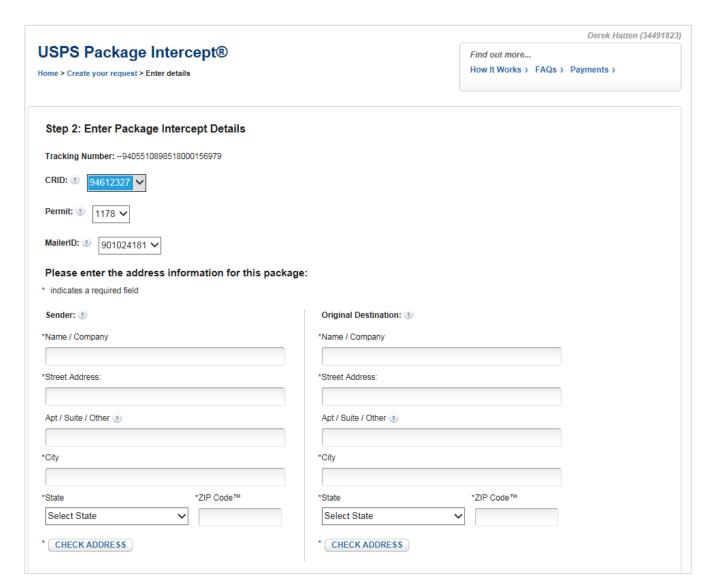


#### 7. Select Customer Registration ID (CRID).



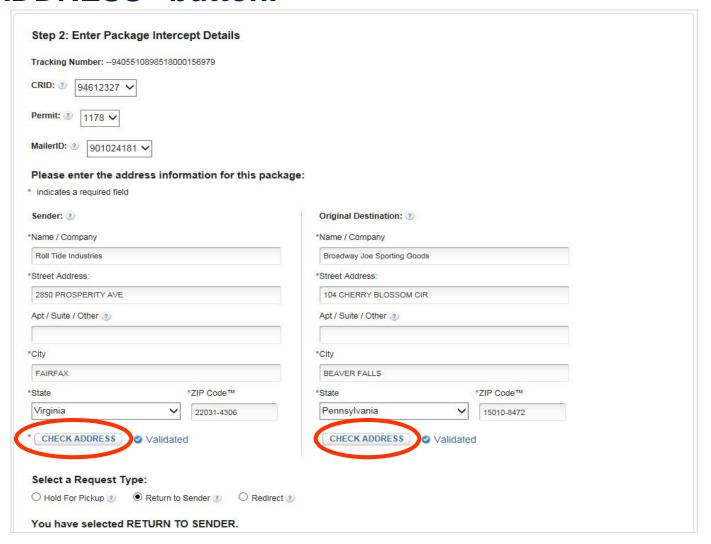


#### 8. Enter item address information.



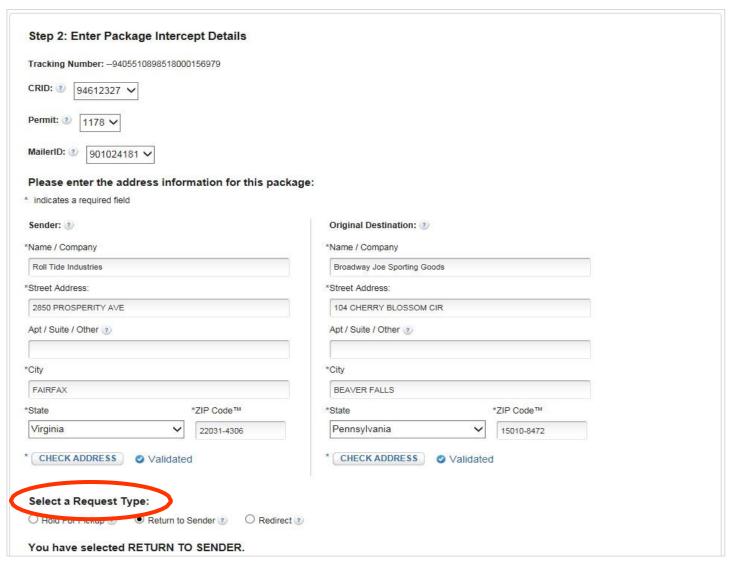


### 9. Validate address information by clicking the "CHECK ADDRESS" button.

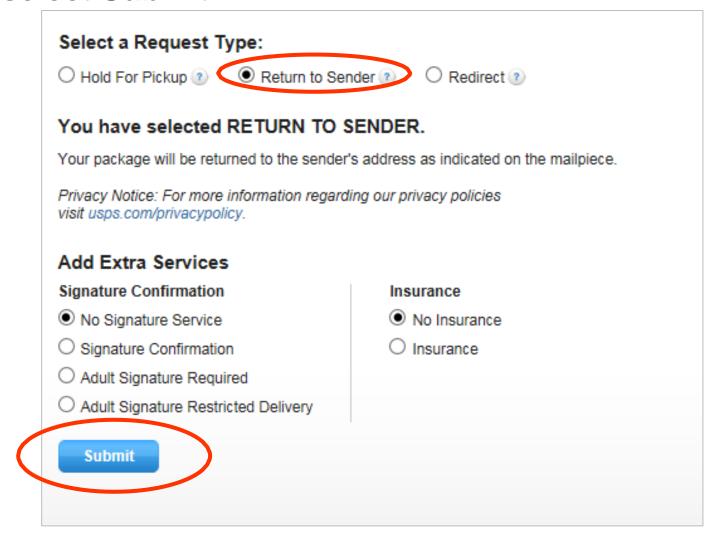




#### 10. Select a Request Type.



### 11. Select a Request Type and add Extra Services, then select Submit.





#### 12. Confirm Request



USPS.COM | GATEWAY | HELP | SIGN OUT

#### USPS Package Intercept®

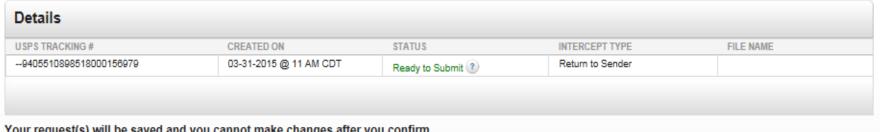
Home > Create your request > Enter details > Review details

Derek Hatten (34491823)

Find out more...

How It Works > FAQs > Payments >

#### Step 3: Review Package Intercept Request Details

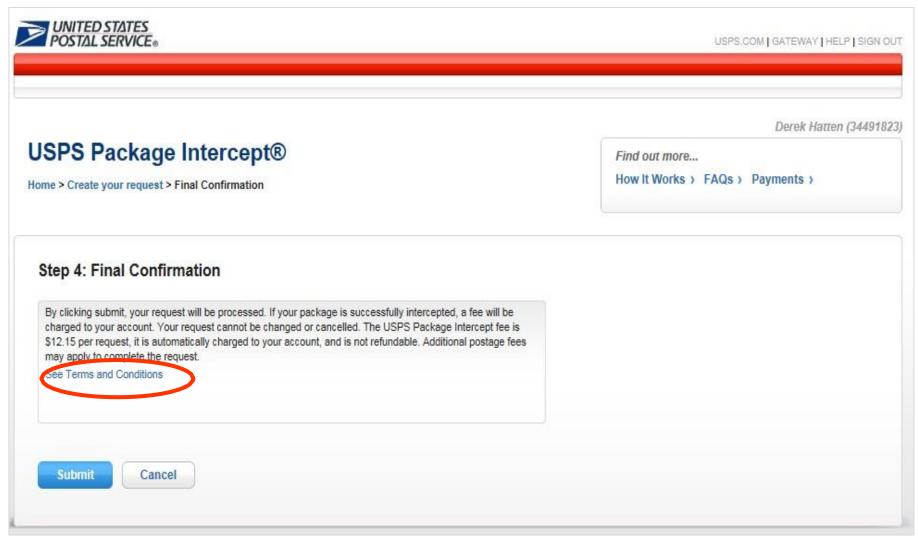


Your request(s) will be saved and you cannot make changes after you confirm



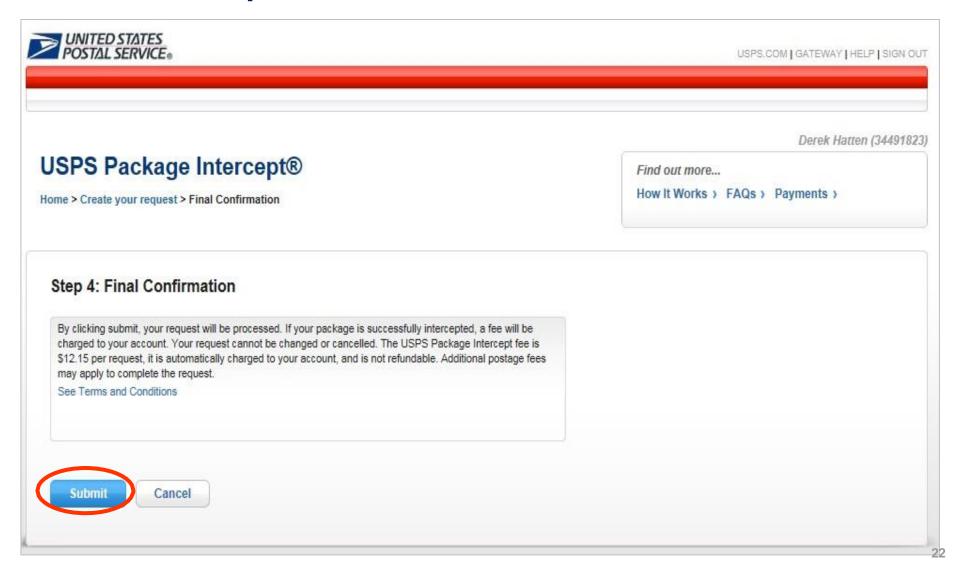


#### 13. Review Terms and Conditions.



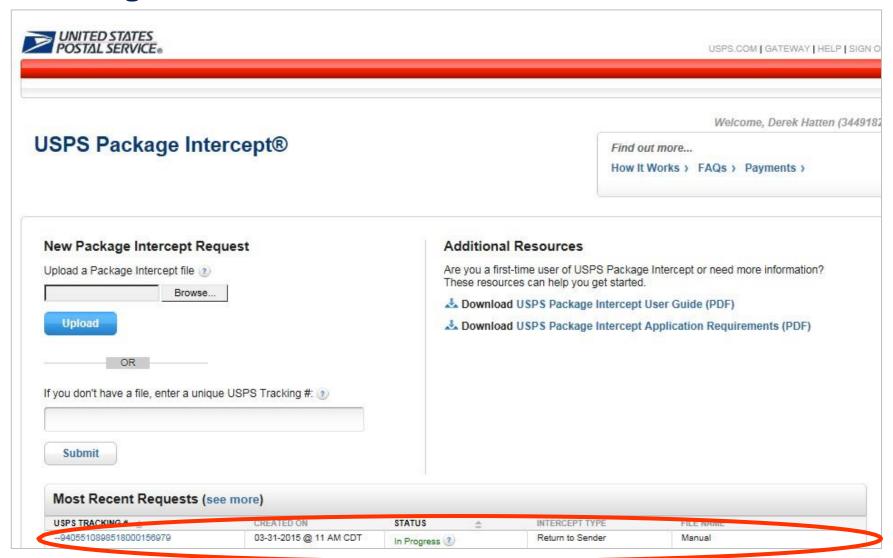


#### 14. Submit Request.





#### In Progress.

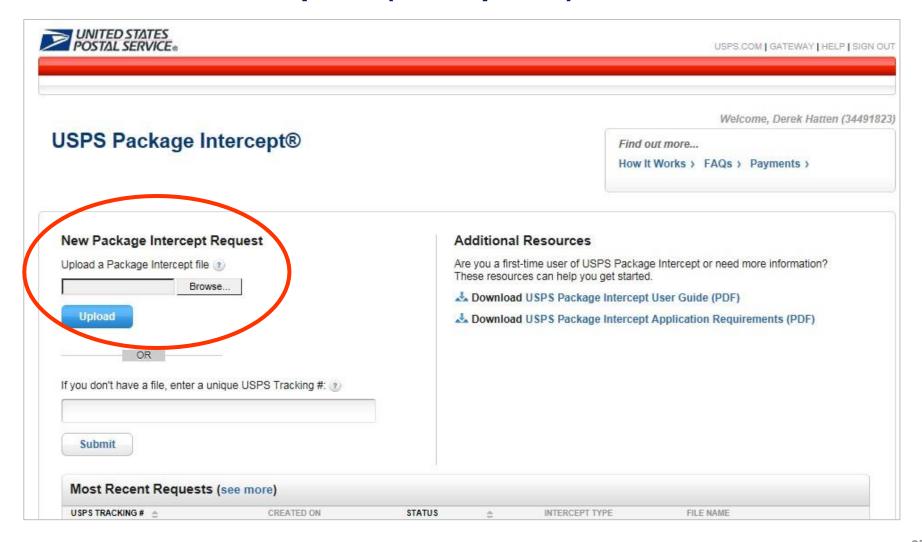




## **Creating**File Upload

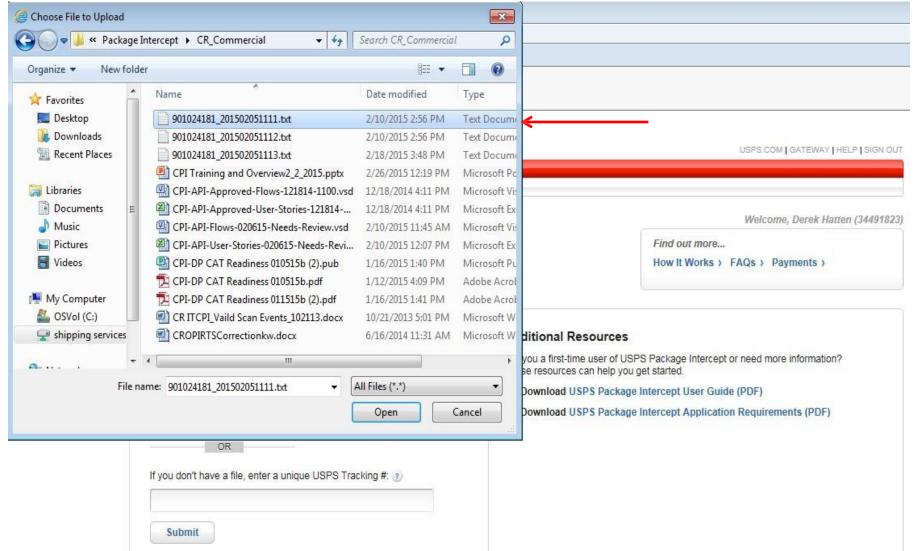


#### 1. Create a bulk request (File Upload).



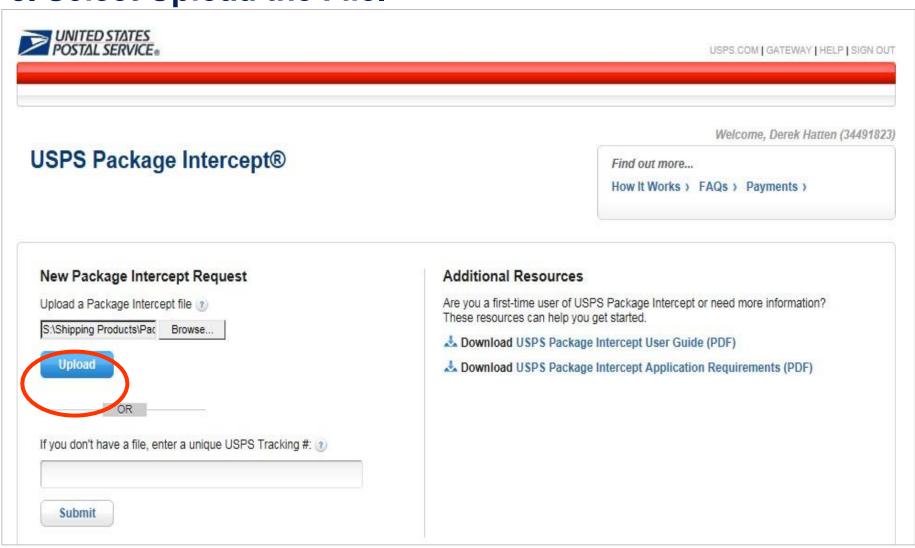


#### 2. Select the file.



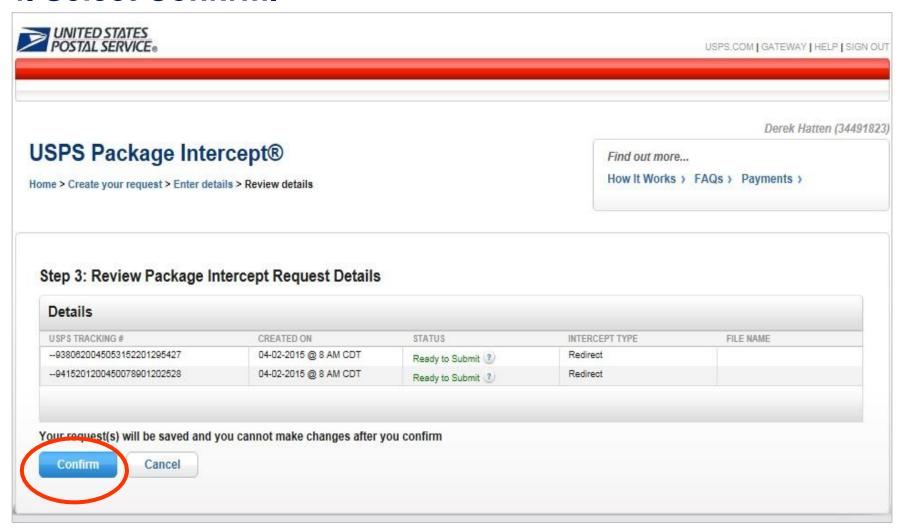


#### 3. Select Upload the File.



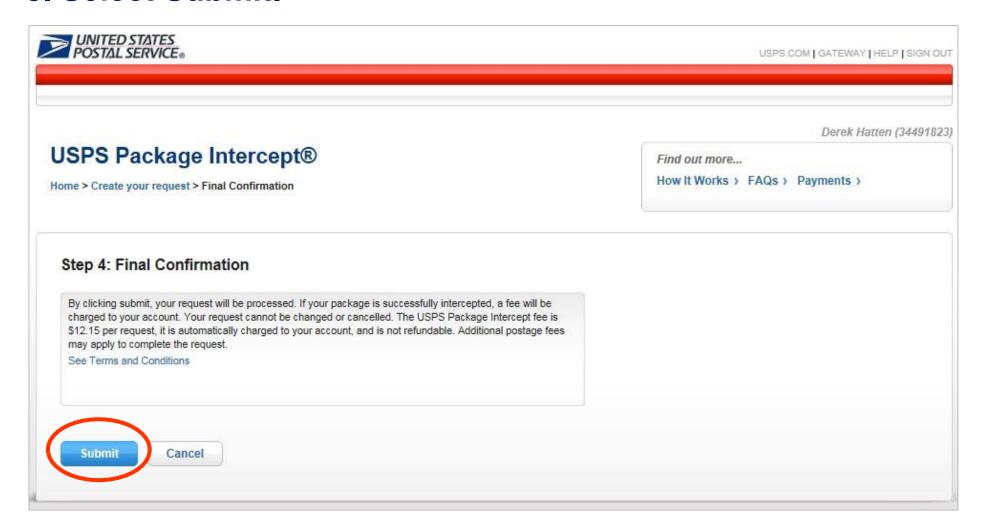


#### 4. Select Confirm.



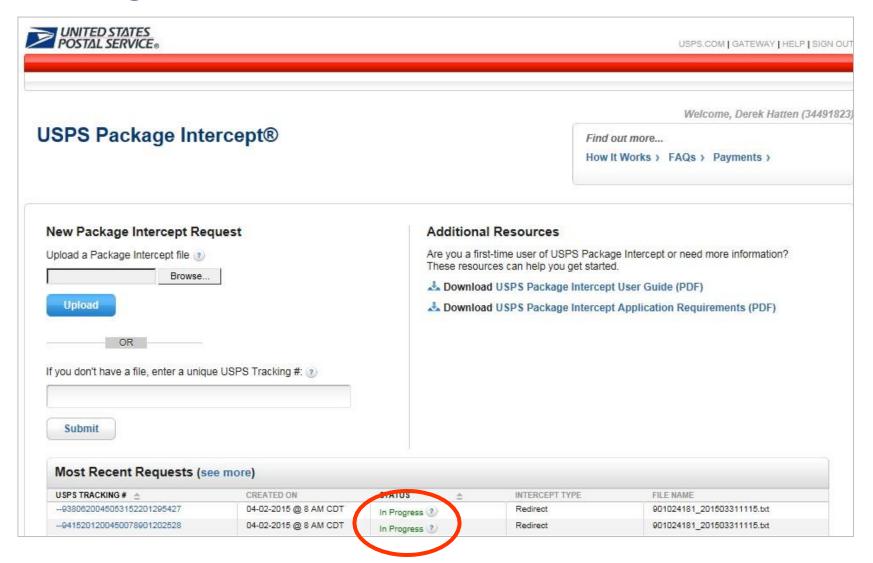


#### 5. Select Submit.





#### In Progress.





# Steps for Requesting USPS Package Intercept USPS.com

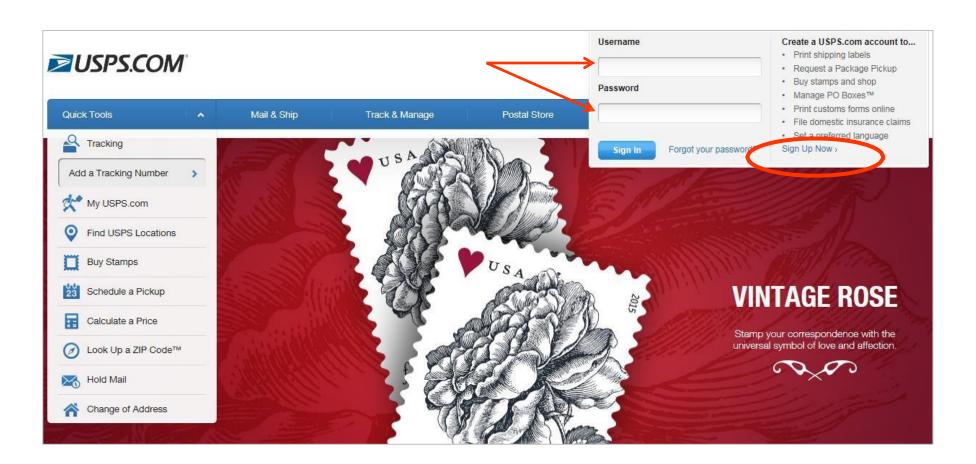


### In order to use the USPS Package Intercept (Online), a consumer must first meet the following requirements:

Requirement	Information and Resources
Register as a USPS.com User.	If you do not already have a USPS.com account, go to <a href="https://reg.usps.com/entreg/RegistrationAction_input.action">https://reg.usps.com/entreg/RegistrationAction_input.action</a> and create your USPS.com account.
Establish credit card information for product and services.	Store up to three credit cards as payment options. Go to <a href="https://pay.usps.com/payment/ManageAccounts">https://pay.usps.com/payment/ManageAccounts</a> to manage your payment accounts.

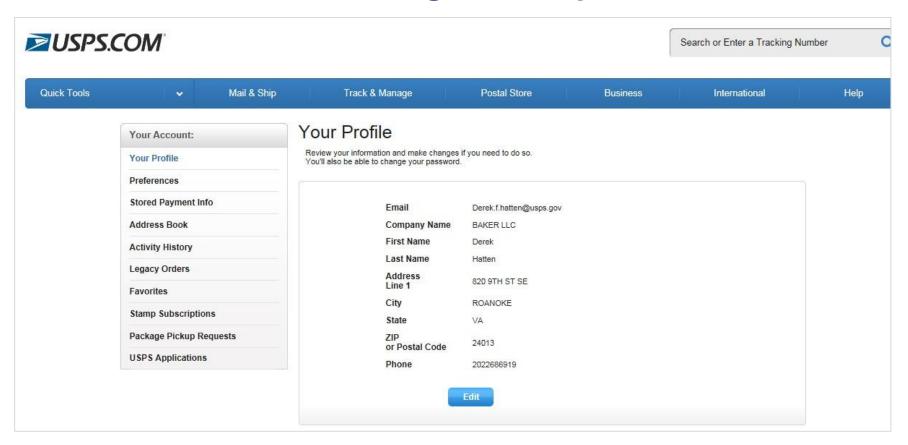


### 1. "Sign In" or create an account by clicking the "Sign Up Now" link.



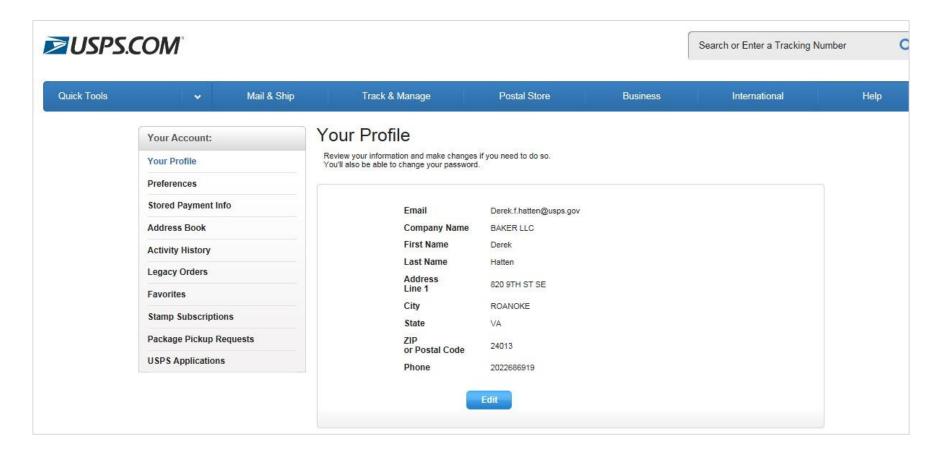


2. Online customers must establish an account on USPS.com including an active credit or debit card in order to use USPS Package Intercept.



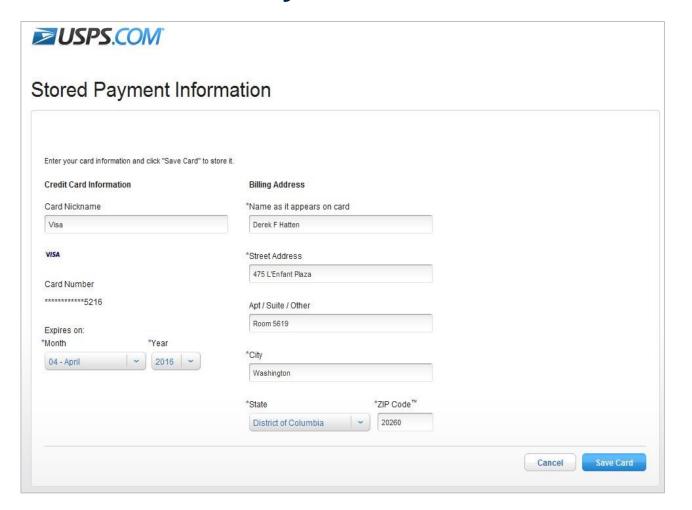


The customer's account includes a Profile, Preferences,
 Stored Payment Information, Address Book, etc.



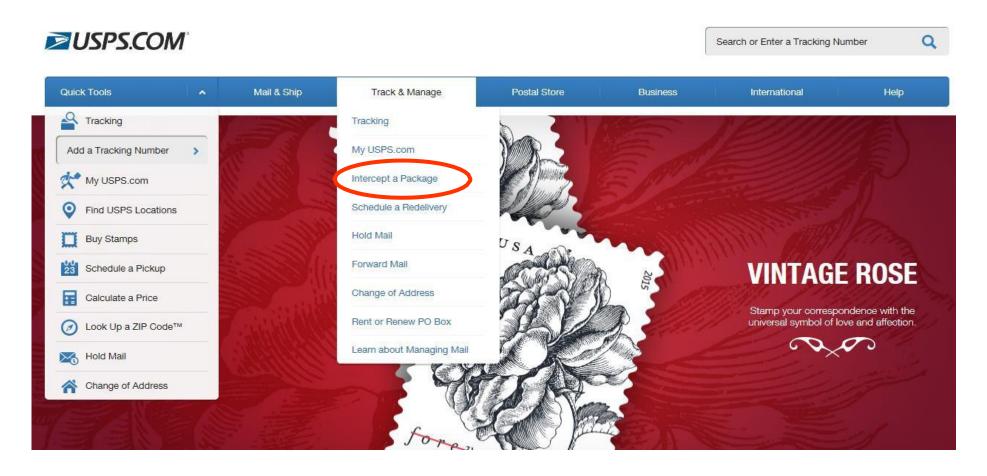


3. Customers must register an active credit or debit card. When setting up their account. Up to 3 cards may be saved in the Stored Payment Information section.



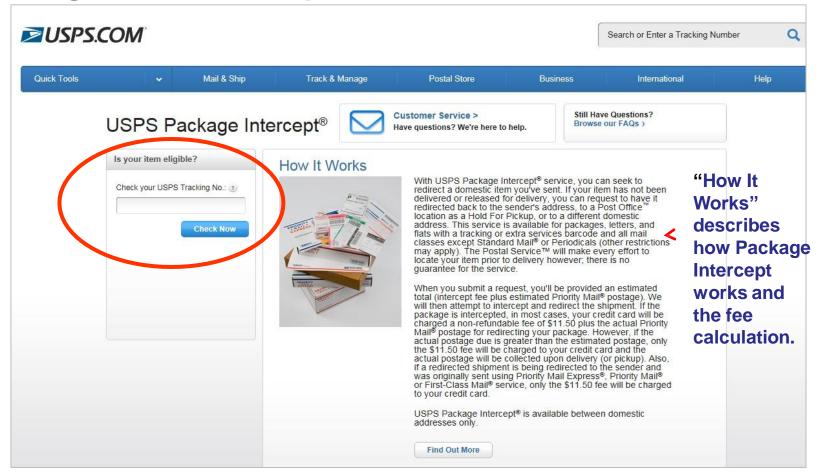


## 4. Under the "Track & Manage" tab, select "Intercept a Package."



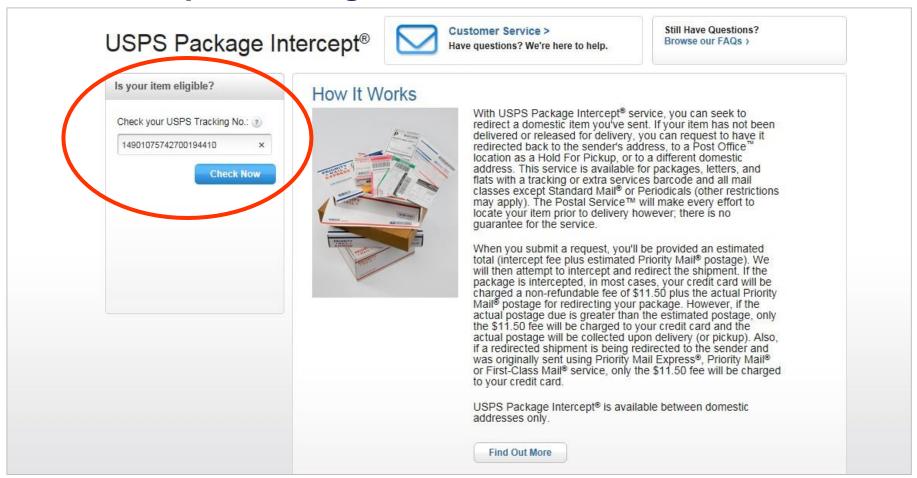


5. The customer enters the USPS tracking barcode number for the item they want intercepted. The customer then selects "Check Now" to see if the item is eligible for intercept service.



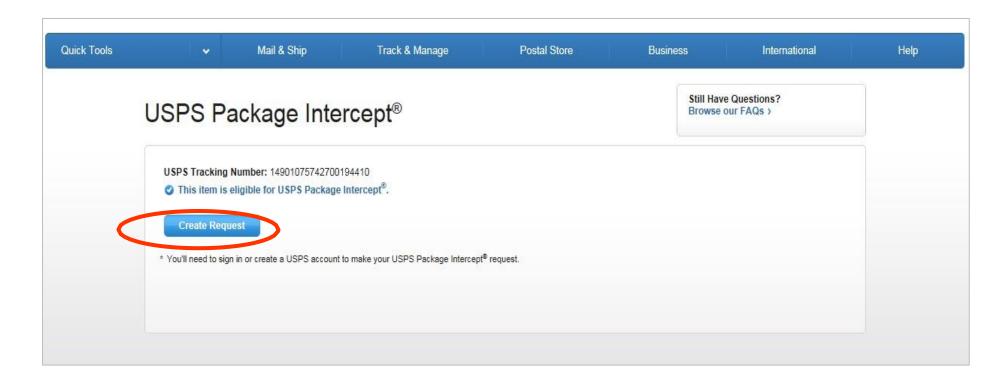


 USPS tracking numbers with a commercial Channel Application Identifier of 92 or 93 in the barcode cannot be intercepted through USPS.com.





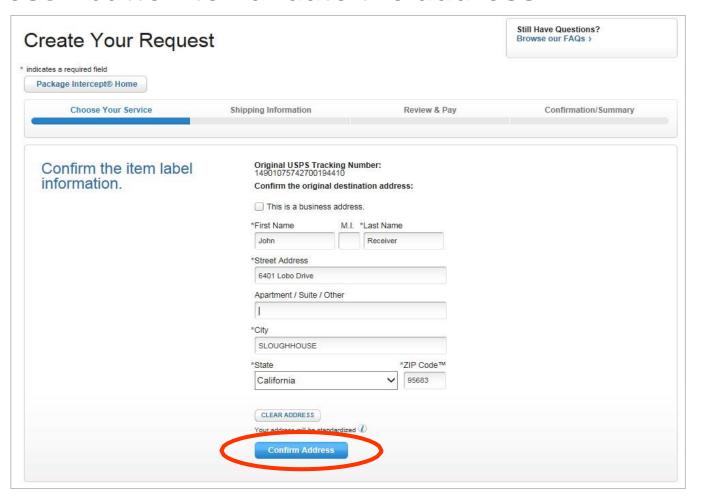
## 6. If an item is eligible, the customer is prompted to "Create a Request".







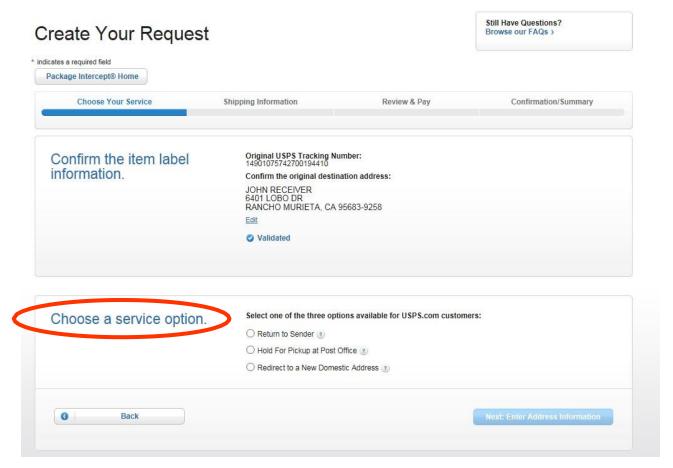
7. Customer enters the address information for the original shipping label. The customer then selects the "Confirm Address" button to validate the address.





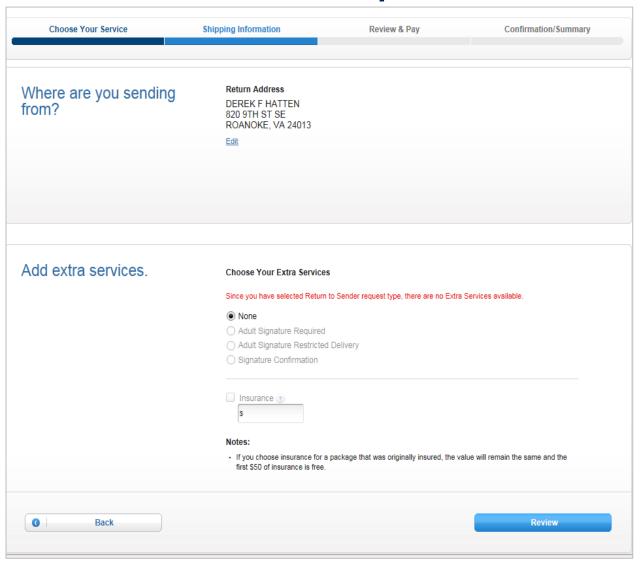


8. The address is validated against the Address Management System (AMS) database. Once validated, the customer is then asked to "Choose a Service Option."



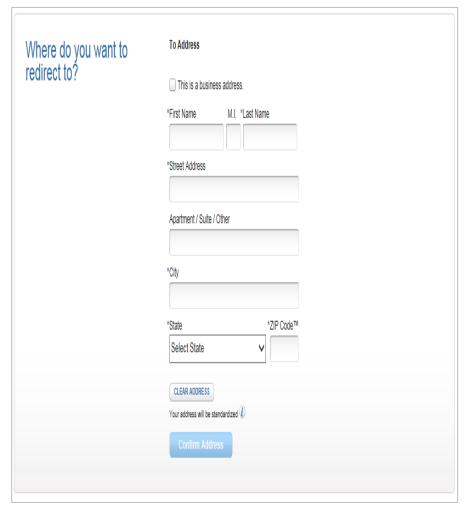


#### "Return to Sender" Service Option

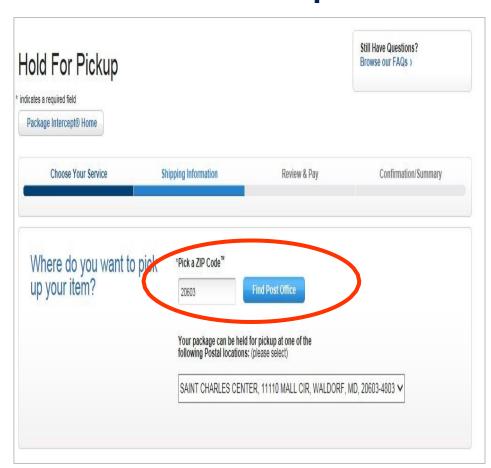




#### "Re-direct to a new domestic address" Service Option



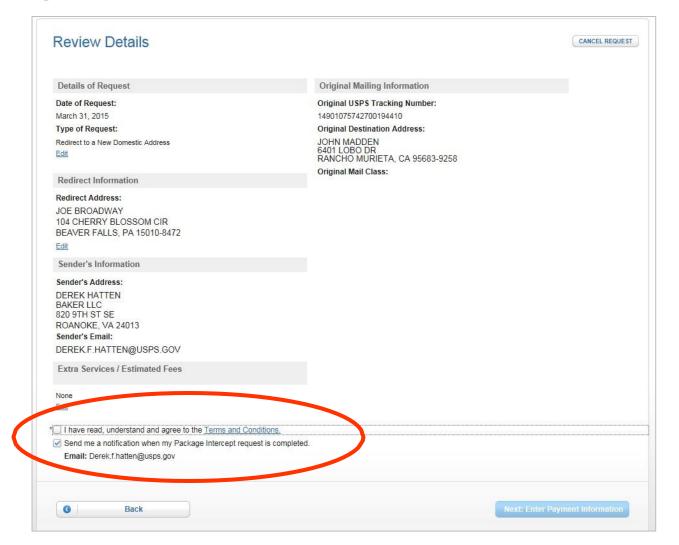
#### "Hold For Pickup at a Post Office Service" Option





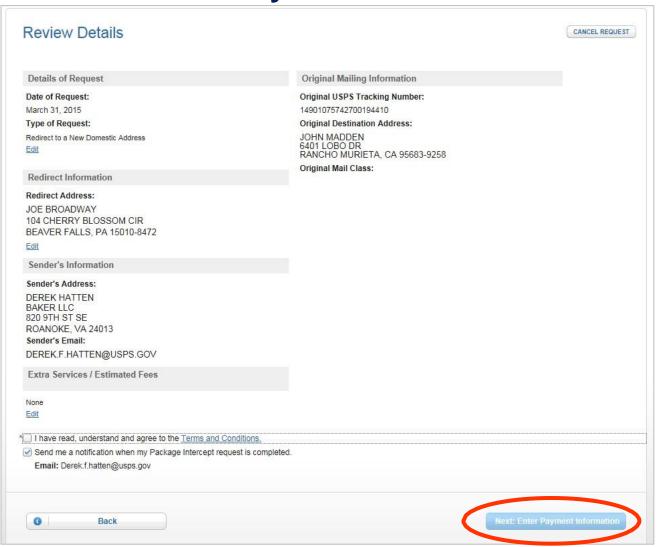


9. Review Details and check the "I have read, understand and agree to the Terms and Conditions" check box.





#### 10. Click the "Enter Payment Information" button.

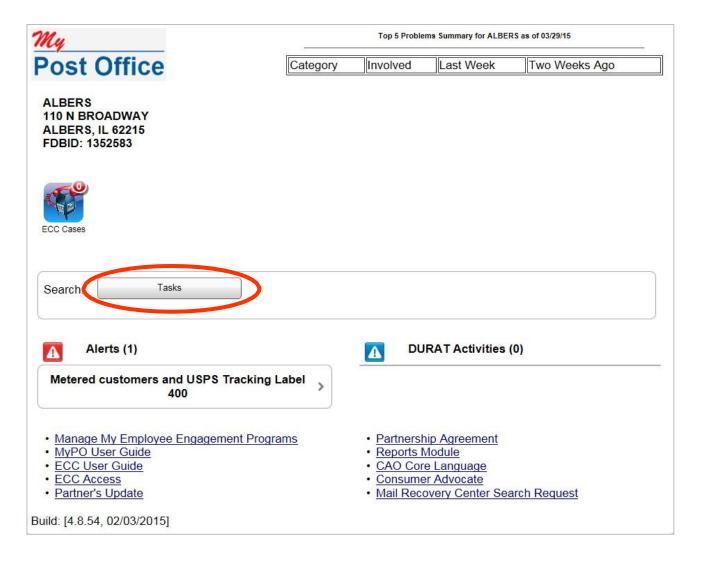




# My Post Office (MyPO) Tasks (Internal Use Only)

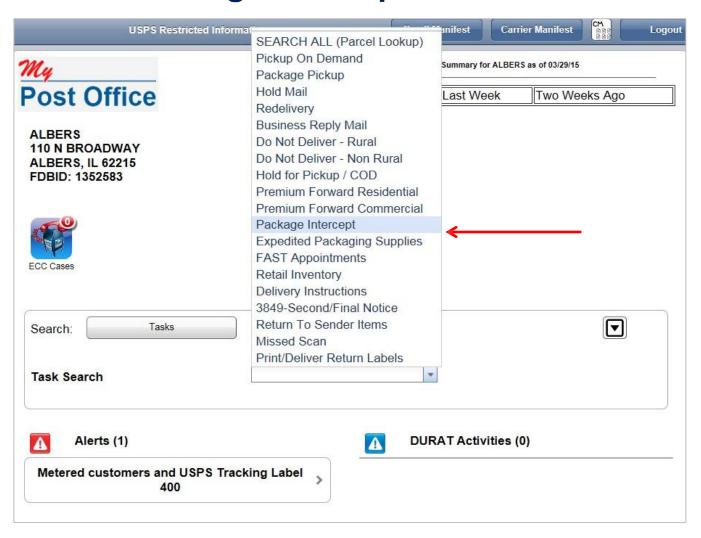


#### 1. Click the "Tasks" link.



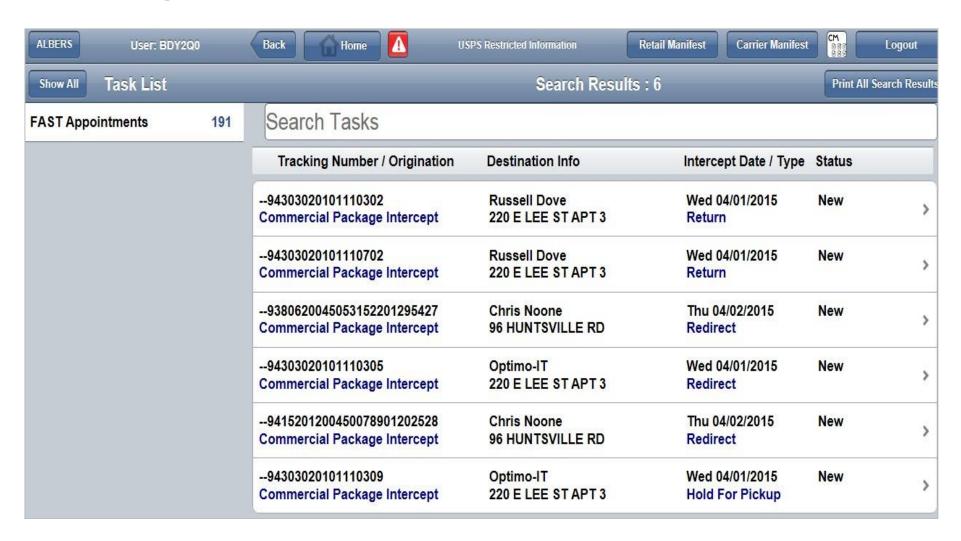


#### 2. Select the "Package Intercept" task.



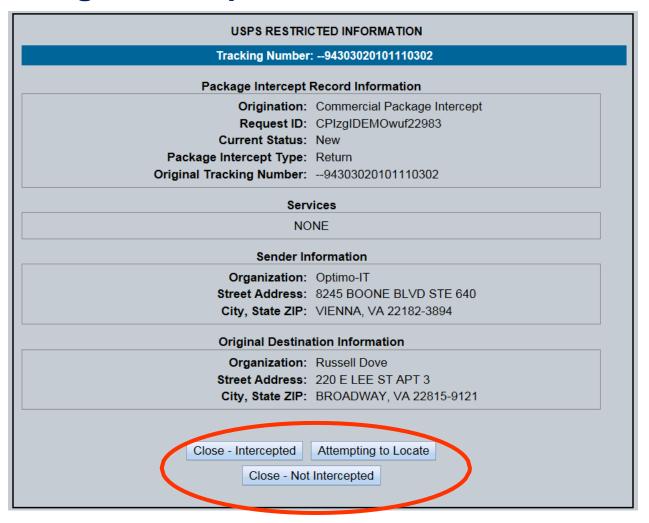


#### Package Intercept requests are listed.



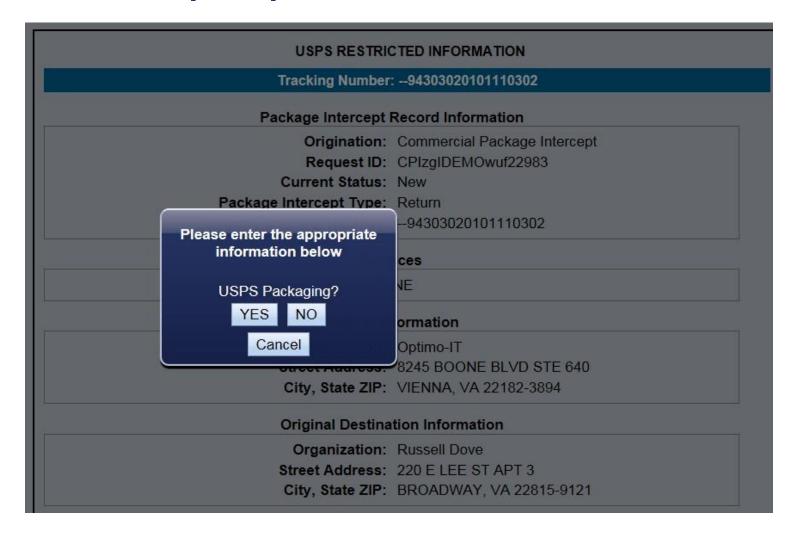


## 3. Upon successful interception, the supervisor closes the Package Intercept task.



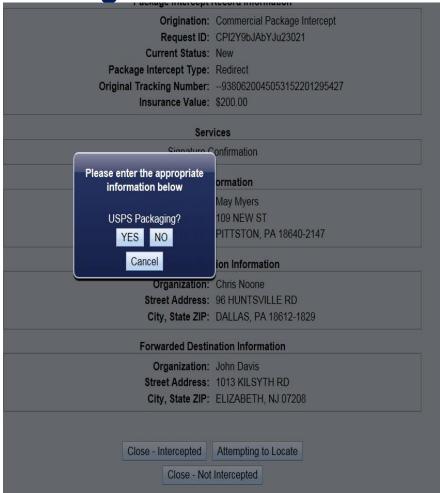


#### Follow the prompts.





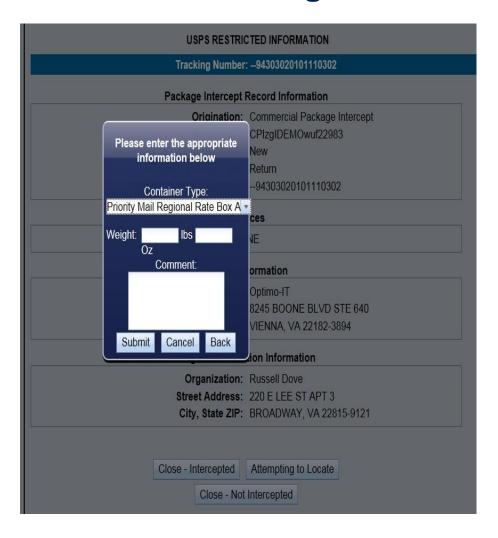
4. Answer questions regarding the Container type and weight. This will assist in calculating the postage.

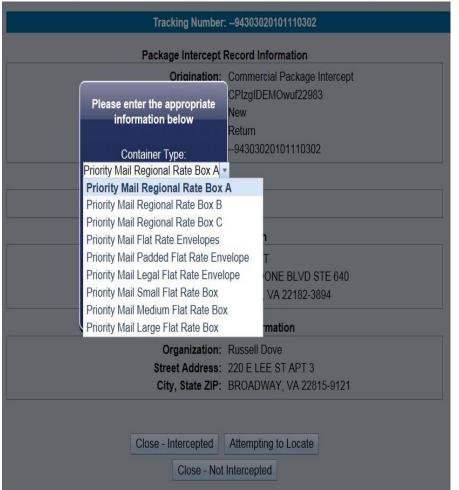






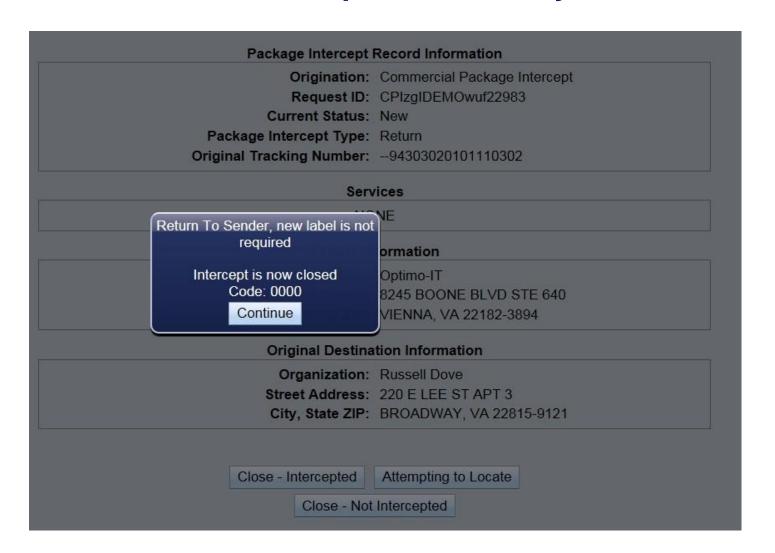
Provides a listing of USPS container types and weight.







Successful Intercept closed in MyPO.





#### **USPS Package Intercept Alerts**

## USPS Package Intercept Alerts Scanning Equipment



#### **USPS Package Intercept Alerts**



Passive Adaptive Scanning System (PASS)





**Delivery Scheme-less Sortation (DSS)** 



#### **USPS Package Intercept Alerts**



**Mobile Delivery Device (MDD)** 



**Intelligent Mail Device (IMD)** 





 Customers receive notifications when the request is submitted and if package is found letting them know the cost that will be charged to their credit card.



Order #: o160190007

Hello Derek Hatten,

Thank you for using USPS.com.

We received your Package Intercept Request.

The total price is an **estimate** based on the weight, dimensions, and mail class of your package. The actual postage is determined after your package arrives at your local Post Office™ and is weighed and rated.

USPS does not charge your credit card until the package's actual postage is determined. USPS only charges the estimated amount or less.

If the actual postage is more than the estimated postage, USPS will notify you by email or text and the entire actual postage price must be paid with cash, check, or Money Order when your package arrives.

Example: If your estimated postage is \$11.50 but the actual postage is \$13.50, you must pay the carrier \$13.50 with cash, check or Money Order when your package arrives.

Your request details are below. Note: You cannot edit or cancel this request

Order #: o160190007

### USPS Package Intercept request notification through USPS.com.



Hello Derek Hatten,

Thank you for using USPS.com.

We received your Package Intercept Request.

The total price is an **estimate** based on the weight, dimensions, and mail class of your package. The actual postage is determined after your package arrives at your local Post Office™ and is weighed and rated.

USPS does not charge your credit card until the package's actual postage is determined. USPS only charges the estimated amount or less.

If the actual postage is more than the estimated postage, USPS will notify you by email or text and the entire actual postage price must be paid with cash, check, or Money Order when your package arrives.

Example: If your estimated postage is \$11.50 but the actual postage is \$13.50, you must pay the carrier \$13.50 with cash, check or Money Order when your package arrives.

Your request details are below. Note: You cannot edit or cancel this request

 USPS Package Intercept Notification for single request through BCG.



#### **USPS Package Intercept Notification**

04/07/2015 03:00:28

Dear Derek Derek.

Below are the details of your Package Intercept request(s):

ID	Label#	New Label#	Intercept Request Date	Intercept Type	Status	Intercept Fee	Postage	Total Charges
CPIsUn1p6HzwA22981	9405510898518000156979	9405510898518000156979	03/31/2015	Return to Sender	Complete	\$12.15	\$0.00	\$12.15

#### **Large Batches Pending**

#### File Name Submitted Total Records In Progress Successful Unsuccessful Link to Results

This is an automated email. Please do not reply to this email.

For detailed information about your USPS Package Intercept requests, please view your USPS Package Intercept account history at <u>USPS - Business Customer Gateway</u>.

Thank you for shipping with the U.S. Postal Service. Explore our products and services at USPS.com.

 USPS Package Intercept Notification for multiple requests using a file upload through BCG.



#### **USPS Package Intercept Notification**

03/19/2015 23:14:56

Dear Derek Hatten,

Below are the details of your Package Intercept request(s):

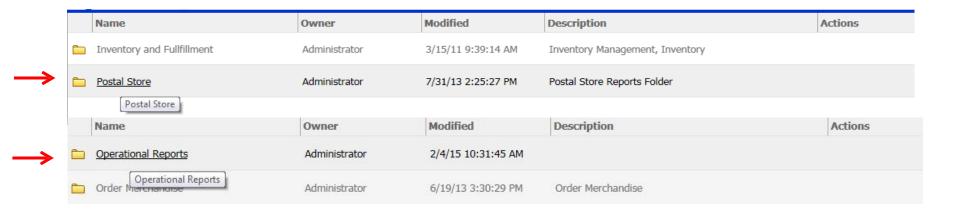
Ю	Label#	New Label#	Intercept Request Date	Intercept Type	Status	Intercept Fee	Postage	Total Charges
CPI7L9HCWlvWR22768	Dhatt10	420065119405501699320000440533	01/09/2015	Redirect	Complete	\$11.50	\$5.25	\$16.75
CPIyVFQQM5ONO22770	<u>123789456</u>	420945449405501699320000440601	01/12/2015	Redirect	Complete	\$11.50	\$5.25	\$16.75
CPIaGcEkLmaLo22771	<u>789456123</u>	420945689411201699320000003509	01/12/2015	Hold For Pickup	Complete	\$11.50	\$5.25	\$16.75
CPIEMJq1VYGZF22772	_2222222	<u>2222222</u>	01/12/2015	Return to Sender	Complete	\$11.50	\$0.00	\$11.50
CPIR7cdt7hErk22803	9380620045053152201295427	N/A	01/14/2015	Redirect	Not Found	\$0.00	\$0.00	\$0.00
CPIhltmRIOI5N22804	9415201200450078901202528	420072089405501699320000440960	01/14/2015	Redirect	Complete	\$11.50	\$10.97	\$22.47



## Reports (Internal Only)



#### **USPS** Package Intercept Reports (Internal)



#### → There are three (3) standard reports for USPS Package

	Name	Owner	Modified	Description	Actions	
■	Package Intercept Detail	Administrator	4/9/14 2:28:16 PM	This report provides detail information on Package Inter		
■	Package Intercept Management Summary	Administrator	6/4/14 2:05:38 PM	This report provides summary counts of Requests Recei	₫ 🗎	B
■	Package Intercept MyPO Summary	Administrator	6/4/14 2:05:38 PM	This report provides counts of Package Intercept Reque		

## USPS Package Intercept Webinar Question and Answer Session

**United States Postal Service** 

Derek F. Hatten
Product Development Specialist
Shipping Products and Services



## USPS Package Intercept Webinar The webinar is now concluded

RIBBS Website: https://ribbs.usps.gov