UNITED STATES POSTAL SERVICE®

CASS™ Order Form

Customer Information *(Please print)*

Company Official Contact Name

Company Name

Street Address, P.O. Box, Rural/Hwy Contract, or Route Number	Apt/Suite

City	State	ZIP + 4®

Telephone Number *(Include area code)*	Fax Number *(Include area code)*

Salesperson	Telephone Number *(Include area code)*	Email Address

Mailing Information *(Please print)*

Attention

Company Name

Street Address, P.O. Box, Rural/Hwy Contract, or Route Number	Apt/Suite

City	State	ZIP + 4®

Telephone Number *(Include area code)*	Fax Number *(Include area code)*

Billing Address *(If different from Customer and Mailing Information)*

Street Address, P.O. Box, Rural/Hwy Contract, or Route Number	Apt/Suite

City	State	ZIP + 4®

I request that my certification be maintained in U.S. Postal Service® documents and records as:

- ❑ Integrator/Manufacturer
- ❑ User
- ❑ DPV™ Licensee
- ❑ RDI™ Licensee
- ❑ Vendor/Service Bureau
- ❑ DSF^2™ Licensee
- ❑ DPV User
- ❑ I do not wish to be listed in USPS pubs.

I am applying for:

- ❑ Manufacturer Certification *(Software/Hardware)*
- ❑ User-Defined Certification

All information furnished on this application is complete and correct. The responses provided on the CASS Stage II certification file will be obtained using the same configuration used for processing customer/client address files. Any modification to the software or the configuration used to process the Stage II file will require recertification prior to use or release. The CASS Stage II file will be processed in-house with company-owned or leased software/hardware. All answers will be written to the Stage II file via batch processing without manual intervention. The software used to process the CASS Stage II file contains technology that disables access to outdated U.S. Postal Service data in accordance with DMM 708.3. When used interactively, this product does not allow automated selection of an individual record from a list of multiple candidates. Users of this software are advised that any modification voids CASS certification.

CASS/MASS certification scores are confidential information and the applicant agrees not to disclose scores achieved on their passing test for the purpose of marketing their software or hardware product.

I have read and understand the requirements above and realize that any misrepresentation or failure to comply with these requirements will result in decertification.

Company Official Contact Signature	Date

NCSC Use Only

Customer Number	Date	PRDT Code

If the matching software/hardware has optional parameters, you **MUST** return a list of the parameters used to process the CASS Stage II file with this form. The electronic version of PS Form 3553, *CASS Summary Report*, MUST be incorporated into the header record. Also, you **MUST** return a hardcopy of PS Form 3553 by fax, FTP, or email with the Stage II certification file/test deck.

Address Matching Software

1. Geographic type* *(Select one only)*. If state or area, please specify:
    ❑ National ❑ State _____ _____ _____ _____ _____

2. Type of Test: ❑ 5-Digit ❑ Carrier Route ❑ ZIP+4/DP
                   ❑ Merge ❑ Merge/eLOT ❑ ZIP+4/DP/eLOT

    2A. This software performs DPV Certification: ❑ Yes ❑ No

    2B. This software performs RDI Certification: ❑ Yes ❑ No

    2C. This software performs DSF^2 Certification: ❑ Yes ❑ No

    2D. This software performs LACS^{Link} Certification: ❑ Yes ❑ No

3. Media Configuration Code *(Internet is the media configuration for stage files)*: [_____]

4. Fill in all software information:

Product Title	Version Number**	Configuration
_____	_____	_____
_____	_____	_____

5. Fill in all platform information *(If software is required to be recompiled to run on a platform, the platform must be certified)*:

Platform	Platform	Platform	Platform	Platform	Platform
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

6. This software provides access to candidate record stacks: ❑ Yes ❑ No

    6A. If this product incorporates software certified under another manufacturer *(i.e., driver or application interface)*, please fill in all information for each software used:

Product Title	Version Number***	Configuration	Platform
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

* Applies only to address-matching software
** Refer to Appendix 2, "CASS Version Control," for a list of version numbers

Mail or Fax Completed Form To

CODING ACCURACY SUPPORT SYSTEM
NATIONAL CUSTOMER SUPPORT CENTER
UNITED STATES POSTAL SERVICE
6060 PRIMACY PKWY STE 201
MEMPHIS TN 38188-0001

     Telephone Number: 800-642-2914
     Fax Number: 901-681-4440

UNITED STATES POSTAL SERVICE®

MASS™ Order Form

Customer Information *(Please print)*

Company Official Contact Name

Company Name

Street Address, P.O. Box, Rural/Hwy Contract, or Route Number	Apt/Suite

City	State	ZIP + 4®

Telephone Number *(Include area code)*	Fax Number *(Include area code)*

Salesperson	Telephone Number *(Include area code)*	Email Address

Billing Address *(If different from Customer Information)*

Street Address, P.O. Box, Rural/Hwy Contract, or Route Number	Apt/Suite

City	State	ZIP + 4®

U.S. Postal Service® Representative Information

Attention

Street Address, P.O. Box, Rural/Hwy Contract, or Route Number	Apt/Suite

City	State	ZIP + 4®

Telephone Number *(Include area code)*	Fax Number *(Include area code)*

Equipment Information

I request that my certification be maintained in US Postal Service documents and records as:

☐ Service Bureau   ☐ Mailer   ☐ Manufacturer

☐ I do not wish to be listed in USPS pubs.

☐ All MLOCR machines connected to a *FASTforward*® black box MUST process the MASS test deck with *FASTforward* mode turned on. Check here if a *FASTforward* black box is installed and this machine is operating with *FASTforward* turned on.

User Acknowledgement Statement

I hereby certify that all information on this application is accurate and correct. I also certify that the responses provided on the MASS certification test deck will be obtained using the same configuration as used in the processing of customer/client address files and that any modification to the products used to process this test will require retesting and recertification prior to use or release. The MASS test deck will be processed in-house with company-owned or leased software/hardware. I further certify that this address-matching product contains technology that disables access to outdated U.S. Postal Service® data as stated in the DMM 708.3.

CASS™/MASS™ certification scores are confidential information and the applicant agrees not to disclose scores achieved on their passing test for the purpose of marketing their software or hardware product.

Company Official Contact Signature	Date

Return Order Form To

MULTILINE ACCURACY SUPPORT SYSTEM
NATIONAL CUSTOMER SUPPORT CENTER
UNITED STATES POSTAL SERVICE
6060 PRIMACY PKWY STE 201
MEMPHIS TN 38188-0001

Fax: 901-681-4440

NCSC Use Only

Customer Number

Date

PRDT Code

MASS001, November 2005 *(Page 1 of 2)*

Multiline Optical Character Reader (MLOCR) Equipment Information

If the matching software/hardware has optional parameters, you **MUST** return a list of the parameters used to process the MASS Stage II file with this form. You **MUST** return a hardcopy of PS Form 3553, *CASS Summary Report*, with the MASS test deck.

Note: This page may be copied for multiple MLOCR systems. A completed form must be submitted for each MLOCR system that will utilize *FASTforward*® processing.

Type of Certification

Indicate the type of certification requested.

☐ Annual Certification   ☐ New Certification   ☐ Moved/Relocated   ☐ Upgraded   ☐ Reassembled   ☐ Demonstration

Installation Date

MLOCR

Software Product	Version Number	Configuration	MASS ID
Equipment Manufacturer	Model Number	Serial Number	

Encoding Stations

Software Product	Version Number	Configuration	MASS ID
Equipment Manufacturer	Model Number	Serial Number*	

* List all serial numbers for networked systems and indicate which one is the server.

Change of Ownership

Equipment Model Number	Serial Number	MASS ID

Previous Owner's Name

Previous Owner's Address

New Owner's Name

New Owner's Address

New Owner's Phone Number	New Owner's Fax Number

If the machine is not physically relocated, a new MASS certificate may be issued. If the machine is physically relocated, the customer must follow the machine relocation guidelines.

MASS001, November 2005 *(Page 2 of 2)*

UNITED STATES POSTAL SERVICE®

CASS™ Internet File Transfer Application

Technical Contact *(One contact per company/physical location for MASS™ customers)*

Requestor's Name

Job Title

Company Name

Urbanization

Street Address, P.O. Box, Rural/Hwy Contract, or Route Number

Apt/Suite

City

State

ZIP + 4®

Telephone Number *(Include area code)*

Fax Number *(Include area code)*

Email Address

Administrative/General Contact *(Complete only if information differs from above)*

Requestor's Name

Job Title

Company Name

Urbanization

Street Address, P.O. Box, Rural/Hwy Contract, or Route Number

Apt/Suite

City

State

ZIP + 4®

Telephone Number *(Include area code)*

Fax Number *(Include area code)*

Email Address

Marketing/Sales Contact *(Complete only if information differs from above)*

Requestor's Name

Job Title

Company Name

Urbanization

Street Address, P.O. Box, Rural/Hwy Contract, or Route Number

Apt/Suite

City

State

ZIP + 4®

Telephone Number *(Include area code)*

Fax Number *(Include area code)*

Email Address

CASS Customers

I request that my certification be maintained in US Postal Service documents and records as *(select one)*:

- ☐ Integrator/Manufacturer
- ☐ Vendor/Service Bureau
- ☐ I do not wish to be listed in any postal publication or on the internet.
- ☐ I am applying for manufacturer certification (Software/Hardware)
- ☐ I am applying for user-defined certification.

Please initial by each requirement.

_____ The responses provided on CASS Stage II certification files will be obtained using the same configuration used for processing customer/client address files.

_____ Any modifications to software or to the configuration used to process a Stage II file will require recertification prior to use or release.

_____ CASS Stage II files will be processed with in-house, company-owned or leased software/hardware.

_____ All answers will be written to Stage II files via batch processing without manual intervention.

_____ The software used to process CASS Stage II files contain technology that disables access to outdated U.S. Postal Service® data in accordance with DMM 708.3.

_____ When software attempting certification is used interactively, it does not allow automated selection of an individual record from a list of multiple candidates.

_____ End-users of this address matching software product are advised that any modification voids CASS certification.

_____ I have read and understand the requirements above and realize that any misrepresentation or failure to comply with these requirements will result in decertification.

Company Official Contact Name *(Please print)*

Company Official Contact Signature

Mail this completed form to

CASS INTERNET SERVICE REQUESTS
ADDRESS MANAGEMENT
UNITED STATES POSTAL SERVICE
6060 PRIMACY PKWY STE 201
MEMPHIS TN 38188-0001
    Telephone Number: 800-642-2914
    Fax Number: 901-681-4440

CASS-I001, November 2005

UNITED STATES POSTAL SERVICE ®

CASS™ Summary Report

This form may be generated as the output of address matching processing using CASS-Certified™ software in conjunction with current USPS® address database files. Any facsimile must contain the same information in the same format as the printed form.

See DMM Section 708 for more information.

A. Software

CASS A1

1. CASS-Certified Company Name	2. CASS-Certified Software Name & Version	3. Configuration
4. Z4Change Certified Company Name	5. Z4Change Certified Software Name & Version	6. Configuration
7. eLOT Certified Company Name	8. eLOT Certified Software Name & Version	9. Configuration

MASS A2

1. MASS™ Certified Company Name	2. MASS Certified Software Name, Version & Model No.	3. Configuration
		4. MLOCR Serial No.

B. List

1. List Processor's Name	**2. Date List Processed**	**3. Date of Database Product Used**
	a. Master File	a. ZIP + 4® File
	b. Z4Change	b. Z4Change
	c. eLOT	c. eLOT
	d. CRIS	d. CRIS

4. List Name or ID No. (*If using ID No., number must start with ID #*)	5. Number of Lists	6. Total Records Submitted for Processing

C. Output

Output Rating	1. Total Coded	2. Validation Period	Output Rating	1. Total Coded	2. Validation Period
a. ZIP + 4 Coded ▶		From To	d. 5-Digit Coded ▶		From To
b. Z4Change Processed ▶			e. CRRT Coded ▶		From To
c. DPBC Assigned ▶		From To	f. eLOT Assigned ▶		From To

D. Mailer

I certify that the mailing submitted with this form has been coded (*as indicated above*) using CASS-Ceritified software meeting all of the requirements listed in the DMM Section 708.

1. Mailer's Signature	2. Date Signed

3. Name and Address of Mailer

E. Qualitative Statistical Summary (QSS)

For informational Purposes Only: QSS is solely made available for the list processor's review and analysis. This information is not to be considered by the Postal Service™ personnel in determining rate eligibility under any circumstances. See reverse for a detailed explanation.

High Rise Default	High Rise Exact	RR Default	RR Exact	LACS^Link	EWS	DPV

Privacy Notice: For information regarding our Privacy Policy, visit *www.usps.gov*.

Instructions

Stage File Description

Copyright Header Record

The header record on the CASS Stage I and II test files is a copyright record. PS Form 3553, *CASS Summary Report* has been incorporated into the header record, and software developers must return PS Form 3553 electronically (see record layout page 12). The following table also identifies header record components for DPV and DSF2. (See "Appendix 5" on page 79.)

Field Sequence Number	Field Description	Length	Position From	Through
1	Filler	3	001	003
2	File Version Month	2	004	005
3	File Version Day	2	006	007
4	File Version Year	4	008	011
5	Copyright Symbol	11	012	022
6	Sequence Number	3	023	025
7	Customer Name	9	026	034
8	System Name	5	035	039
9	Stage Number	6	040	045
10	3553 A1 CASS Z4Change Company Name	40	046	085
11	3553 A1 eLOT Company Name	40	086	125
12	3553 A1 CASS Z4Change Configuration	3	126	128
13	3553 A1 eLOT Configuration	3	129	131
14	3553 A1 CASS Z4Change Software Name	30	132	161
15	3553 A1 CASS Z4Change Software Version	16	162	177
16	3553 A1 eLOT Software Name	30	178	207
17	3553 A1 eLOT Software Version	16	208	223
18	3553 B1 List Processor Name	25	224	248
19	3553 B2 Master File Process Date	8	249	256
20	3553 B2 Z4Change Process Date	8	257	264
21	3553 B2 eLOT Process Date	8	265	272
22	3553 B2 Carrier Route Process Date	8	273	280
23	3553 B3 ZIP + 4 Database Date	8	281	288
24	Filler	8	289	296
25	3553 B3 eLOT Database Date	8	297	304
26	3553 B3 Carrier Route Database Date	8	305	312
27	3553 B4 Address List Name	25	313	337
28	3553 B5 Number Lists Processed	3	338	340
29	3553 B6 Total Records Submitted	6	341	346

Field Sequence Number	Field Description	Length	Position From/Through	
30	3553 C1 Total Records ZIP + 4 Coded	6	347	352
31	3553 C1 ZIP + 4 Valid From Date	8	353	360
32	3553 C1 ZIP + 4 Valid To Date	8	361	368
33	3553 C2 Total Records Z4Change Coded	6	369	374
34	Filler	16	375	390
35	3553 C3 Total DPBC Coded	6	391	396
36	3553 C3 DPBC Valid From Date	8	397	404
37	3553 C3 DPBC Valid To Date	8	405	412
38	3553 C4 Total Records 5-Digit Coded	6	413	418
39	3553 C4 5-Digit Valid From Date	8	419	426
40	3553 C4 5-Digit Valid To Date	8	427	434
41	3553 C5 Total Records Carrier Route Coded	6	435	440
42	3553 C5 Carrier Route Valid From Date	8	441	448
43	3553 C5 Carrier Route Valid To Date	8	449	456
44	3553 C6 Total Records eLOT Coded	6	457	462
45	3553 C6 eLOT Valid From Date	8	463	470
46	3553 C6 eLOT Valid To Date	8	471	478
47	Filler	8	479	486
48	Z4CHANGE Date	8	487	494
49	3553 Total High-rise Exact	6	495	500
50	3553 Total High-rise Default	6	501	506
51	3553 Total Rural Route Exact	6	507	512
52	3553 Total Rural Route Default	6	513	518
53	3553 Total LACS	6	519	524
54	3553 Total EWS	6	525	530
55	3553 Total DPV	6	531	536
56	Filler	6	537	542
57	Filler	35	543	577
58	DPV Date – Format YYYYMMDD	8	578	585
59	Platform for Test	12	586	597
60	Configuration for Test	3	598	600

Test Address Record

The test address records in the CASS Stage I and II files contain miscellaneous elements, input elements, and answer elements comprising the actual test address records. Each test address record's individual input elements may or may not be correct in format, standardization, or accuracy. The following table identifies test address record components.

Field Sequence Number	Field Description	Length	Position From/Through	
1	Customer ID	9	001	009
2	CASS Key	11	010	020
3	ZIP Code Answer	5	021	025
4	ZIP Code Alternate Answer Allowed*	1	026	026
5	ZIP Code Include In 3553 *	1	027	027
6	ZIP + 4 Add-On Answer	4	028	031
7	ZIP + 4 Add-On Include In 3553 *	1	032	032
8	Delivery Point Answer	2	033	034
9	Delivery Point Include In 3553*	1	035	035
10	Delivery Point Check Digit Answer	1	036	036
11	Carrier Route Answer	4	037	040
12	Carrier Route Alternate Answer Allowed*	1	041	041
13	Carrier Route Include In 3553*	1	042	042
14	City Name Answer	28	043	070
15	City Name Alternate Answer Allowed*	1	071	071
16	State Code Answer	2	072	073
17	Urbanization Answer	28	074	101
18	Firm Name Answer	40	102	141
19	Delivery Address Line 1 Answer	64	142	205
20	Delivery Address Line 1 Alternate Answer Allowed*	1	206	206
21	Delivery Address Line 2 Answer	64	207	270
22	Delivery Address Line 2 Alternate Answer Allowed*	1	271	271
23	Locatable Address Conversion Indicator	1	272	272
24	Enhanced Line of Travel (eLOT) Sequence Number Answer	4	273	276
25	Enhanced Line of Travel (eLOT) Ascending/ Descending Answer	1	277	277
26	Firm or Recipient Input	40	278	317
27	Urbanization Input	28	318	345
28	Delivery Address Line 1 Input	64	346	409
29	Delivery Address Line 2 Input	64	410	473

Field Sequence Number	Field Description	Length	Position From/ Through	
30	Last Line Input	42	474	515
31	Filler	1	516	516
32	Record Type Code	1	517	517
33	Category Subcategory Indicator*	2	518	519
34	USPS Internal Research Development Flag*	1	520	520
35	Non-Deliverable Record Indicator*	1	521	521
36	Multiple Response ZIP + 4 Answer 1*	9	522	530
37	Multiple Response ZIP + 4 Answer 2*	9	531	539
38	PMB-Designator	4	540	543
39	PMB-Number	8	544	551
40	Default Flag	1	552	552
41	Internal Use	1	553	553
42	Early Warning System (EWS) Flag	1	554	554
43	Internal Use	1	555	555
44	Enhanced Line of Travel (eLOT) Sequence	4	556	559
45	Enhanced Line of Travel (eLOT) Asc/Desc	1	560	560
46	DPV Confirmation Indicator	1	561	561
47	DPV CMRA Indicator	1	562	562
48	DPV False Positive Indicator	1	563	563
49	DSF^2 Delivery Type	1	564	564
50	DSF^2 No Stats Indicator	1	565	565
51	DSF^2 Business Indicator	1	566	566
52	DSF^2 Drop Indicator	1	567	567
53	DSF^2 Drop Count	3	568	570
54	DSF^2 Throwback Indicator	1	571	571
55	DSF^2 Seasonal Indicator	1	572	572
56	DSF^2 Vacant Indicator	1	573	573
57	DSF^2 LACS Indicator	1	574	574
58	DSF^2 Educational Indicator	1	575	575
59	DPV Footnote 1	2	576	577
60	DPV Footnote 2	2	578	579
61	DPV Footnote 3	2	580	581
62	Filler	5	582	586

Field Sequence Number	Field Description	Length	Position From/ Through	
63	DSF[2] Primary Number Error Flag	1	587	587
64	DSF[2] Secondary Number Error Flag	1	588	588
65	Residential Delivery Indicator	1	589	589
66	DSF[2] Pseudo Sequence Number	4	590	593
67	LACS[Link] Indicator	1	594	594
68	LACS[Link] Return Code	2	595	596
69	Suite[Link] Return Code	2	597	598
70	Internal Use	2	599	600

* Fields populated within Stage I file only.

- DPV Customers see Appendix 5 (page 79).
- LACS[Link] customers see Appendix 9 (page 128)

Note: For Internet media, please add two bytes for CRLF.

Note: Pseudo Sequence Number applies only to DSF[2] licensees.

Test Address Data Element Definitions

Carrier Route Answer

In the CASS Stage I file, this field contains the valid carrier route code; however, on the Stage II file, this field is blank. The customer's matching software must place the assigned carrier route code in this field.

Comments:
Developers seeking Carrier Route or Merge certification must place the correct carrier route code (provided by the address-matching software for the test address) in this field. The carrier route answer must be returned exactly as it appears on the database. If the address-matching software is unable to determine the carrier route answer, fill the field with spaces. The 5-digit ZIP Code answer must also be placed in its appropriate answer field.

It is permissible to assign carrier route information in multiple-response conditions; however, a carrier route cannot be assigned unless a valid ZIP Code is assigned. When an input address produces a multiple response, a carrier-route ID can be assigned only when all multiple response candidate records contain the same 5-digit ZIP Code and carrier route ID. In all cases, if the ZIP answer is determined to be incorrect, the carrier route answer will be considered incorrect regardless of whether it is a valid carrier route. Failure to assign a carrier route answer will not be graded as incorrect in a multiple response situation.

Example: C001   H003

CASS Electronic Report Record

	Field Sequence Number	Field Description	Length	Position From/Through	
Question	1	Filler	01	001	001
	2	CASS Key	08	002	009
	3	Input ZIP Code	10	010	019
	4	Filler	04	020	023
	5	Input City Name	35	024	058
	6	Input State	02	059	060
	7	Input URB Name	40	061	100
	8	Input Firm Name	40	101	140
	9	Input Delivery Address*	64	141	204
Standard Answer	10	Standard Firm Name	40	205	244
	11	Standard Urbanization or Firm	40	245	284
	12	Standard Delivery Address*	64	285	348
	13	Standard City Name	28	349	376
	14	Standard State	02	377	378
	15	Standard ZIP Code	05	379	383
	16	Standard ZIP + 4 Add-On	04	384	387
	17	Standard Carrier Route	04	388	391
	18	Standard Delivery Point Barcode	02	392	393
	19	Standard Delivery Point Check Digit	01	394	394
	20	CASS Finance Number	06	395	400
	21	Standard LACS Indicator	01	401	401
	22	Customer RDI	01	402	402
	23	Standard RDI	01	403	403
	24	Customer ZIP + 4 Record Type	01	404	404
	25	ZIP + 4 Record Type	01	405	405
	26	Category Subcategory Indicator	02	406	407
	27	ZIP + 4 Odd/Even/Both	01	408	408
	28	Error Codes	30	409	438
Customer Information	29	Customer Firm Name	40	439	478
	30	Customer Urbanization Name	40	479	518
	31	Customer Delivery Address*	64	519	582
	32	Customer City Name	28	583	610
	33	Customer State	02	611	612
	34	Customer ZIP Code	05	613	617

Field Sequence Number	Field Description	Length	Position From/Through	
35	Customer ZIP + 4 Add-On	04	618	621
36	Customer Carrier Route	04	622	625
37	Customer Delivery Point Barcode Answer	02	626	627
38	Customer Delivery Point Check Digit	01	628	628
39	Customer LACS Indicator	01	629	629
40	Customer eLOT Sequence Number	04	630	633
41	Customer eLOT Ascending/Descending	01	634	634
42	Filler	08	635	642
43	Standard eLOT Sequence	04	643	646
44	Standard eLOT Ascending/Descending	01	647	647
45	PMB Designator	04	648	651
46	Filler	01	652	652
47	PMB Number	08	653	660
48	Standard PMB Designator	04	661	664
49	Filler	01	665	665
50	Standard PMB Number	08	666	673
51	Standard Default Flag	01	674	674
52	Customer Default Flag	01	675	675
53	Filler	25	676	700
54	Standard DPV Confirm Indicator	1	701	701
55	Standard DPV CMRA Indicator	1	702	702
56	Standard DPV False Positive Indicator	1	703	703
57	Standard DSF[2] Delivery Type	1	704	704
58	Standard DSF[2] No Stats Indicator	1	705	705
59	Standard DSF[2] Business Indicator	1	706	706
60	Standard DSF[2] Drop Indicator	1	707	707
61	Standard DSF[2] Drop Count	3	708	710
62	Standard DSF[2] Throwback Indicator	1	711	711
63	Standard DSF[2] Seasonal Indicator	1	712	712
64	Standard DSF[2] Vacant Indicator	1	713	713
65	Standard DSF[2] LACS Indicator	1	714	714
66	Standard DSF[2] Educational indicator	1	715	715
67	Standard DPV Footnote 1	2	716	717

Field Sequence Number	Field Description	Length	Position From/Through	
68	Standard DPV Footnote 2	2	718	719
69	Standard DPV Footnote 3	2	720	721
70	Standard DSF^2 Primary Number Error Flag	1	722	722
71	Standard DSF^2 Secondary Number Error Flag	1	723	723
72	Customer DPV Confirm Indicator	1	724	724
73	Customer DPV CMRA Indicator	1	725	725
74	Customer DPV False Positive Indicator	1	726	726
75	Customer DSF^2 Delivery Type	1	727	727
76	Customer DSF^2 No Stats Indicator	1	728	728
77	Customer DSF^2 Business Indicator	1	729	729
78	Customer DSF^2 Drop Indicator	1	730	730
79	Customer DSF^2 Drop Count	3	731	733
80	Customer DSF^2 Throwback Indicator	1	734	734
81	Customer DSF^2 Seasonal Indicator	1	735	735
82	Customer DSF^2 Vacant Indicator	1	736	736
83	Customer DSF^2 LACS Indicator	1	737	737
84	Customer DSF^2 Educational Indicator	1	738	738
85	Customer DPV Footnote 1	2	739	740
86	Customer DPV Footnote 2	2	741	742
87	Customer DPV Footnote 3	2	743	744
88	Customer DSF^2 Primary Number Error Flag	1	745	745
89	Customer DSF^2 Secondary Number Error Flag	1	746	746
90	Standards LACS^{Link} Flag	1	747	747
91	Standard LACS^{Link} Return Code	2	748	749
92	Customer LACS^{Link} Flag	1	750	750
93	Customer LACS^{Link} Return Code	2	751	752
94	Standard Suite^{Link} Return Code	2	753	754
95	Customer Suite^{Link} Return Code	2	755	756
96	Filler	19	757	775

* Questions with **one** address line will use the full 64 byte address field. Questions with **two** address lines will use bytes 1–32 and bytes 33–64 separately to represent multiple address lines.

Note: For Internet media, please add two bytes for CRLF.

Early Warning System (EWS) File Layout

Field Sequence Number	Field Description	Length	Position From/Through	
1	ZIP Code	5	01	05
2	Pre-Directional Abbreviation	2	06	07
3	Street Name	28	08	35
4	Suffix Abbreviation	4	36	39
5	Post Directional Abbreviation	2	40	41
6	Filler	46	42	87

DSF² Primary Number Error Flag

Field Description: Y = Address had a Primary Number error.
                         N or Blank = Address did not have a Primary Number error.

DSF² Secondary Number Error Flag

Field Description: Y = Address had a Secondary Number error.
                         N or Blank = Address did not have a Primary Number error.

DSF²
Header Record 1

The DSF² header record 1 contains information about the license and their customer.

Field Sequence Number	Field Description	Length	Position From/Through	
1	Filler	3	001	003
2	DSF² Header ID, must be DSF1	4	004	007
3	DSF² Licensee Name	40	008	047
4	DSF² License Number	4	048	051
5	DSF² Report Date – YYYYMMDD	8	052	059
6	DSF² File Received Date – YYYYMMDD	8	060	067
7	DSF² File Processed Date – YYYYMMDD	8	068	075
8	DSF² Access Mode	1	076	076
9	Filler	2	077	078
10	DSF² Customer Name	40	079	118
11	DSF² Customer Tax ID Number	12	119	130
12	DSF² Customer SIC	6	131	136
13	DSF² Customer Number	6	137	142
14	Filler	458	143	600

DSF² Header
Record 1 Data
Element
Definitions:

4: DSF² - License Number

Assigned by Licensing Department upon receipt of Step 1 approval.

DSF²
Header Record 2

The DSF² header records 1 and 2 contain counts for records that were ZIP + 4 coded and flagged for LACS conversions, along with these counts tallied by ZIP + 4 record type. In addition, there are counts, broken down by ZIP + 4 record type, for records that were presented to each of the DPV hash tables, as well as counts of matches to each of the hash tables.

Field Sequence Number	Field Description	Length	Position From	Through
1	Filler	3	001	003
2	DSF² Header ID, must be **DSF2**	4	004	007
3	Total Records Presented	9	008	016
4	Total LACS	9	017	025
5	Total Records ZIP + 4 Coded	9	026	034
6	Total Street Records ZIP + 4 Coded	9	035	043
7	Total Street Records LACS	9	044	052
8	Total Highrise Records ZIP + 4 Coded	9	053	061
9	Total Highrise Records LACS	9	062	070
10	Total POBOX Records ZIP + 4 Coded	9	071	079
11	Total POBOX Records LACS	9	080	088
12	Total RR Records ZIP + 4 Coded	9	089	097
13	Total RR Records LACS	9	098	106
14	Total Firm Records ZIP + 4 Coded	9	107	115
15	Total General Delivery Records ZIP + 4 Coded	9	116	124
16	Total Records DPV Validated	9	125	133
17	Total Street Records DPV Validated	9	134	142
18	Total Street Records Presented to CMRA	9	143	151
19	Total Street Records CMRA Validated	9	152	160
20	Total Street Records Presented to DROP	9	161	169
21	Total Street Records DROP Validated	9	170	178
22	Total Street Records Presented to BUSINESS	9	179	187
23	Total Street Records BUSINESS Validated	9	188	196
24	Total Street Records Pres to THROWBACK	9	197	205
25	Total Street Records THROWBACK Validated	9	206	214
26	Total Street Records Presented to SEASONAL	9	215	223
27	Total Street Records SEASONAL Validated	9	224	232
28	Total Street Records Presented to VACANT	9	233	241
29	Total Street Records VACANT Validated	9	242	250
30	Total Street Records Pres to CURB	9	251	259
31	Total Street Records CURB Validated	9	260	268
32	Total Street Records Pres to NDCBU	9	269	277

Field Sequence Number	Field Description	Length	Position From/Through	
33	Total Street Records NDCBU Validated	9	278	286
34	Total Street Records Pres to CENTRALIZED	9	287	295
35	Total Street Records CENTRALIZED Validated	9	296	304
36	Total Street Records Pres to OTHER	9	305	313
37	Total Street Records OTHER Validated	9	314	322
38	Total Street Records Pres to NOSTAT	9	323	331
39	Total Street Records NOSTAT Validated	9	332	340
40	Total Street Records Pres to Educational	9	341	349
41	Total Street Records Educational Validated	9	350	358
42	Total Highrise Records DPV Validated	9	359	367
43	Total Highrise Records Presented to CMRA	9	368	376
44	Total Highrise Records CMRA Validated	9	377	385
45	Total Highrise Records Presented to DROP	9	386	394
46	Total Highrise Records DROP Validated	9	395	403
47	Total Highrise Records Presented to BUSINESS	9	404	412
48	Total Highrise Records BUSINESS Validated	9	413	421
49	Total Highrise Records Pres to THROWBACK	9	422	430
50	Total Highrise Records THROWBACK Validated	9	431	439
51	Total Highrise Records Presented to SEASONAL	9	440	448
52	Total Highrise Records SEASONAL Validated	9	449	457
53	Total Highrise Records Presented to VACANT	9	458	466
54	Total Highrise Records VACANT Validated	9	467	475
55	Total Highrise Records Pres to CURB	9	476	484
56	Total Highrise Records CURB Validated	9	485	493
57	Total Highrise Records Pres to NDCBU	9	494	502
58	Total Highrise Records NDCBU Validated	9	503	511
59	Total Highrise Records Pres to CENTRALIZED	9	512	520
60	Total Highrise Records CENTRALIZED Validated	9	521	529
61	Total Highrise Records Pres to OTHER	9	530	538
62	Total Highrise Records OTHER Validated	9	539	547
63	Total Highrise Records Pres to NOSTAT	9	548	556
64	Total Highrise Records NOSTAT Validated	9	557	565
65	Total Highrise Records Pres to Educational	9	566	574
66	Total Highrise Records Educational Validated	9	575	583
67	Filler	17	584	600

Field Sequence Number	Field Description	Length	Position From/Through	
33	Total Street Records NDCBU Validated	9	278	286
34	Total Street Records Pres to CENTRALIZED	9	287	295
35	Total Street Records CENTRALIZED Validated	9	296	304
36	Total Street Records Pres to OTHER	9	305	313
37	Total Street Records OTHER Validated	9	314	322
38	Total Street Records Pres to NOSTAT	9	323	331
39	Total Street Records NOSTAT Validated	9	332	340
40	Total Street Records Pres to Educational	9	341	349
41	Total Street Records Educational Validated	9	350	358
42	Total Highrise Records DPV Validated	9	359	367
43	Total Highrise Records Presented to CMRA	9	368	376
44	Total Highrise Records CMRA Validated	9	377	385
45	Total Highrise Records Presented to DROP	9	386	394
46	Total Highrise Records DROP Validated	9	395	403
47	Total Highrise Records Presented to BUSINESS	9	404	412
48	Total Highrise Records BUSINESS Validated	9	413	421
49	Total Highrise Records Pres to THROWBACK	9	422	430
50	Total Highrise Records THROWBACK Validated	9	431	439
51	Total Highrise Records Presented to SEASONAL	9	440	448
52	Total Highrise Records SEASONAL Validated	9	449	457
53	Total Highrise Records Presented to VACANT	9	458	466
54	Total Highrise Records VACANT Validated	9	467	475
55	Total Highrise Records Pres to CURB	9	476	484
56	Total Highrise Records CURB Validated	9	485	493
57	Total Highrise Records Pres to NDCBU	9	494	502
58	Total Highrise Records NDCBU Validated	9	503	511
59	Total Highrise Records Pres to CENTRALIZED	9	512	520
60	Total Highrise Records CENTRALIZED Validated	9	521	529
61	Total Highrise Records Pres to OTHER	9	530	538
62	Total Highrise Records OTHER Validated	9	539	547
63	Total Highrise Records Pres to NOSTAT	9	548	556
64	Total Highrise Records NOSTAT Validated	9	557	565
65	Total Highrise Records Pres to Educational	9	566	574
66	Total Highrise Records Educational Validated	9	575	583
67	Filler	17	584	600

DSF**2**
Header Record 3

Field Sequence Number	Field Description	Length	Position From/Through	
1	Filler	3	001	003
2	DSF2 Header ID, must be **DFS3**	4	004	007
3	Total POBOX Records DPV Validated	9	008	016
4	Total POBOX Records Presented to BUSINESS	9	017	025
5	Total POBOX Records BUSINESS Validated	9	026	034
6	Total POBOX Records Presented to VACANT	9	035	043
7	Total POBOX Records VACANT Validated	9	044	052
8	Total POBOX Records Presented to Educational	9	053	061
9	Total POBOX Records Educational Validated	9	062	070
10	Total RR Records DPV Validated	9	071	079
11	Total RR Records Presented to CMRA	9	080	088
12	Total RR Records CMRA Validated	9	089	097
13	Total RR Records Presented to DROP	9	098	106
14	Total RR Records DROP Validated	9	107	115
15	Total RR Records Presented to BUSINESS	9	116	124
16	Total RR Records BUSINESS Validated	9	125	133
17	Total RR Records Pres to THROWBACK	9	134	142
18	Total RR Records THROWBACK Validated	9	143	151
19	Total RR Records Presented to SEASONAL	9	152	160
20	Total RR Records SEASONAL Validated	9	161	169
21	Total RR Records Presented to VACANT	9	170	178
22	Total RR Records VACANT Validated	9	179	187
23	Total RR Records Pres to CURB	9	188	196
24	Total RR Records CURB Validated	9	197	205
25	Total RR Records Pres to NDCBU	9	206	214
26	Total RR Records NDCBU Validated	9	215	223
27	Total RR Records Pres to CENTRALIZED	9	224	232
28	Total RR Records CENTRALIZED Validated	9	233	241
29	Total RR Records Pres to OTHER	9	242	250
30	Total RR Records OTHER Validated	9	251	259
31	Total RR Records Pres to NOSTAT	9	260	268
32	Total RR Records NOSTAT Validated	9	269	277
33	Total Firm Records DPV Validated	9	278	286
34	Total Firm Records Presented to CMRA	9	287	295

Field Sequence Number	Field Description	Length	Position From/Through	
35	Total Firm Records CMRA Validated	9	296	304
36	Total Firm Records Presented to DROP	9	305	313
37	Total Firm Records DROP Validated	9	314	322
38	Total Firm Records Presented to BUSINESS	9	323	331
39	Total Firm Records BUSINESS Validated	9	332	340
40	Total Firm Records Pres to THROWBACK	9	341	349
41	Total Firm Records THROWBACK Validated	9	350	358
42	Total Firm Records Presented to SEASONAL	9	359	367
43	Total Firm Records SEASONAL Validated	9	368	376
44	Total Firm Records Presented to VACANT	9	377	385
45	Total Firm Records VACANT Validated	9	386	394
46	Total Firm Records Pres to CURB	9	395	403
47	Total Firm Records Curb Validated	9	404	412
48	Total Firm Records Pres to NDCBU	9	413	421
49	Total Firm Records NDCBU Validated	9	422	430
50	Total Firm Records Pres to CENTRALIZED	9	431	439
51	Total Firm Records CENTRALIZED Validated	9	440	448
52	Total Firm Records Pres to OTHER	9	449	457
53	Total Firm Records OTHER Validated	9	458	466
54	Total Firm Records Pres to NOSTAT	9	467	475
55	Total Firm Records NOSTAT Validated	9	476	484
56	Total Firm Records Pres to Educational	4	485	488
57	Total Firm Records Educational Validated	4	489	492
58	Total GENDEL Records DPV Validated	9	493	501
59	Total Records with Primary Number Errors	9	502	510
60	Total Street Records with Primary Num Errors	9	511	519
61	Total Highrise Records with Primary Num Errors	9	520	528
62	Total POBOX Records with Primary Num Errors	9	529	537
63	Total RR Records with Primary Num Errors	9	538	546
64	Total Firm Records with Primary Num Errors	9	547	555
65	Total Records with Secondary Number Errors	9	556	564
66	Total Street Records w/Secondary Num Errors	9	565	573
67	Total Highrise Records w/Secondary Num Errors	9	574	582
68	Total Firm Records w/Secondary Num Errors	9	583	591
69	Total Records FALSE POSITIVE Validated	9	592	600

LACS^{LinkTM} Product

LACS^{Link} is a data product provided by the Postal Service to allow addresses that have been converted due to USPS changes or for 911 emergency systems to be linked with their new address. The input to a LACS^{Link} lookup is a display of the old address (not parsed) of fifty (50) characters in length, and a 5-digit ZIP Code. The output will be a new 11-digit Delivery Point Code with a Hint Byte to allow the reversing of the DPC into a text address.

For additional information about LACS^{Link}, contact the Move Update Department at 800-589-5766.

LACS^{Link} Requirements

The LACS^{Link} testing will include false positive records. You will be required to email the false positive records as an attachment to DSF2STOP@USPS.GOV. The subject line should be 'CASS Test LACS^{Link}'.

LACS^{Link} is mandatory for CASS only.

LACS^{Link} False Positive Header Record

Field Sequence Number	Field Description	Length	Position From/Through	
1	Mailer's Company Name	40	001	040
2	Mailer's Address Line	58	041	098
3	Mailer's City Name	28	099	126
4	Mailer's State Name	02	127	128
5	Mailer's 9-digit ZIP Code	09	129	137
6	Total Records Processed	09	138	146
7	Total Records LACS^{Link} Matched	09	147	155
8	Filler	25	156	180

LACS^{Link} False Positive Record

Field Reference Numbers	Field Description	Logical Length	Relative Position From/Through	
1	Input-Address	64	001	064
2	Matched ZIP Code	05	065	069
3	Matched Plus 4	04	070	073
4	Filler	107	074	180

- Reference number 1 is from the input address.
- Reference numbers 2 and 3 are from the matched records.

Example 1

Input matches to a ZIP + 4 record that has the LACS indicator set in ZIP + 4:

Input:

205 W YELLOWHAWK
WALLA WALLA WA 99362-8795

Output:

663 YELLOWHAWK ST
WALLA WALLA WA 99362-7724

LACS Return Code: A
LACS^{Link} Indicator: Y

Example 2

Input matches to rural route default record in ZIP + 4

Input:

RR 4 BOX 205A
GRENDA MS 38901-9804

Output:

19 ROSE RD
GRENDA MS 38901-8381

LACS Return Code: A
LACS^{Link} Indicator: Y