

eVS Publication 205 – Appendix A
Electronic File Layout v1.4

Header Record – Shipping Services v1.4c

Header Record 1 (130 bytes)

Format (Size): A= ASCII text (alpha-numeric) N= Numeric **Number in parenthesis = field size**

Shaded Areas: The following shaded record position is not required for eVS and defaults to a space: 074.

Require Code: "ALL" indicates required for any file type; DC = **USPS Tracking**; SC = Signature Confirmation; EM = Express Mail; IEM = International Express Mail; BI = Bulk Insurance; EVS = Electronic Verification System

Changes: Changes since the previous issue of this publication are indicated with bold and underlined text.

HEADER RECORD 1 - Electronic File Record Formats Version 1.4c eVS.....5/17/2012

Record Position	Required Field	Field Name	Format (Size)	Description	Example	Content Rules and Limitations
001-002	ALL	Electronic File Header Record ID	A(2)	2-character field to identify record as an Electronic File Header Record.	H1	"H1" only valid value.
003	ALL	Electronic File Type	A(1)	1-character field to identify file type for appropriate processing by Product Tracking System (PTS): <ul style="list-style-type: none"> 5 = Electronic Verification System 	5	"5" only valid value for eVS.
004-025	ALL	Electronic File Number (EFN)	N(22)	Unique 22-digit number assigned to identify electronic manifest file matching GS1-128 Code symbology: <ul style="list-style-type: none"> 2 digits - Application Identifier (AI) 2 digits – Service Type Code (STC) 9 digits – Mailer ID 8 digits – Fixed length sequential number 1 digit – MOD 10 check digit 	915012345 678900000 0019 --	Elements of EFN: <ul style="list-style-type: none"> Application Identifier always "91" Service Type Code: Always "50" for EFN. Mailer ID described in Chapter 1. Fixed length sequential number must be unique for 180 days from date of first use with leading zeros as needed. MOD 10 check digit described in Chapter 3.
026-033	ALL	Date of Mailing	N(8)	Date mail deposited into mailstream by mailer.	20070427	YYYYMMDD Date must be valid. If reconciling un-manifested eVS parcels from previous month, date value should be equal last day of that previous month as described in Chapter 4.
034-039	ALL	Time of Mailing	N(6)	Time (estimated) mail deposited into mailstream by mailer.	131500	HHMMSS 24-hour time format.
040-044	ALL	Entry Facility	N(5)	5-digit ZIP Code of postal facility where mail is deposited into mailstream as defined by USPS <i>Drop Ship Product File</i> .	22201	5-digit ZIP Code for destination entry facility.

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Record Positions	Required Field	Field Name	Format (Size)	Description	Example	Content Rules and Limitations
045-054	EVS, EM, IEM, BI	Payment Account Number	N(10)	Permit Number linked to postage payment account used to pay for mailing.	0012345678	Leading zeroes required.
055-056	EVS, EM, IEM, BI	Method of Payment	N(2)	Payment method used for mailing: 01 = Permit System	01	"01" only valid value for eVS.
057-061	EVS	Post Office of Account ZIP Code	N(5)	5-digit ZIP Code of where permit is held.	20260	Must use 20260 for 5-digit ZIP Code of eVS finance number unless instructed otherwise.
062-073	Drop shipments only	FAST Confirmation Number	A(12)	Confirmation Number received when mailer makes a scheduled appointment for depositing mail at a USPS facility.	AB1234567856	Leading zeros required for drop shipments. Default value spaces.
074	EM, IEM	Pickup Requested Indicator	A(1)	Indicator if mail (such as Priority Mail) picked up by USPS: ▪ Y = Pickup ▪ Space = No pickup	Y	Default value spaces.
075-077	ALL	USPS Electronic File Version Number	N(3)	USPS Electronic File Version Number.	014	"014" only valid value for eVS
078-080	ALL	Unique Developer ID Code	A(3)	A unique code provided by USPS to identify developer of shipping or manifesting system.	850	Unique code provided by USPS.
081-088	ALL	Shipping / Manifesting Software's Product Version Number	A(8)	Shipping or Manifesting Software Product Version Number.	5.02.3A _	Unique number designated by software developer Left-justified, with trailing spaces if necessary.
089-097	ALL	File Record Count	N(9)	Total number of all records in this file to include Header and all Detail Records.	00001517	Leading zeros required.
098-109	EVS	Transaction ID	N(12)	This field is used to group files together that are submitted with the transaction ID within eVS. This allows mailers with multiple mailing sites or multiple daily files to group files together that may be submitted independently (by site or file) for easier reconciliation.	200806010001	Optional field for eVS. Must follow the format YYYYMMDD#### to be valid. The four digit number after the date is to be sequential for the date. Default is spaces if not using transaction ID.
110-115	EVS	Chargeback Code	A(6)	Federal Agency Cost Code	023456	Optional field for eVS. Must be used by Federal Agencies mailing through eVS with leading zeros. Default value spaces for non Federal Agencies.
116-130	ALL	Filler	A(15)	Filler for future use		Must be spaces

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Detail Record 1 – Shipping Services v1.4c

Detail Record 1 (200 Bytes) – *Blank Fields are Optional, ALL indicates required for any type of file.

Format (Size): **A**= ASCII text (alpha-numeric), **N** = Numeric, **Number in parenthesis** = field size

Shaded Areas: The following shaded record positions are not required for eVS: 036-037 (default to spaces); 076-079 (default to zeroes); 170-171 and 172-173 (default to spaces); 174-180, 181-189, and 190-198 (default to zeroes).

Required Field: “ALL” indicates required for any file type; DC= **USPS Tracking**; SC = Signature Confirmation; EM = Express Mail; IEM = International Express Mail; BI = Bulk Insurance; EVS = Electronic Verification System

Changes: Changes since the previous issue of this publication are indicated with bold and underlined text.

DETAIL RECORD 1 - Electronic File Record Formats Version 1.4c eVS.....1/28/2013						
Record Position	Required Field	Field Name	Format (Size)	Description	Example	Content Rules and Limitations
001-002	ALL	Electronic File Detail Record ID	A(2)	A 2-character system constant, which identifies an electronic file detail record.	D1	'D1' is required.
003-004	ALL	Products or Classes of Mail	A(2)	A 2-character code for Product or Class of Mail. Refer to Class of Mail table.	PM	Table G-2 (Appendix G) contains valid values for eVS
005-026	ALL	Package Identification Code (PIC)	N(22)	Unique 22-digit number assigned to identify a parcel and generate an associated mailing label barcoded using GS1-128 Code Symbology <ul style="list-style-type: none"> ▪ 2 digits - Application Identifier (AI) ▪ 2 digits – Service Type Code (STC) ▪ 9 digits – Mailer ID ▪ 8 digits – Fixed length sequential number ▪ 1 digit – MOD 10 check digit 	GS1-128 91019412 33312000 012348 --	Elements of PIC <ul style="list-style-type: none"> ▪ Application Identifier always “91” ▪ Service Type Code: Table G-1 (Appendix G) contains valid values for eVS. ▪ Mailer ID described in Chapter 1. ▪ Fixed length sequential number must be unique for 180 days from date of first use with leading zeros as needed. ▪ MOD 10 check digit described in Chapter 3.
027-031	ALL	Destination ZIP Code	N(5)	eVS = 5-digit ZIP Code destination for delivery address on the parcel.	22201	Valid 5-digit ZIP Code required.
032-035	ALL	Destination ZIP +4	N(4)	4-digit destination add-on corresponding to domestic 5-digit ZIP Code provided in record positions 027-031.	2804	Default spaces if not available. (4-digit add-on is never preceded by hyphen in the file).
036-037	IEM	Country Code	A(2)	2-character International Standards Organization (ISO) country code. Required for International pieces.	UK	Default value spaces for domestic mail.

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DETAIL RECORD 1 - Electronic File Record Formats Version 1.4c eVS.....1/28/2013						
Record Positions	Required Field	Field Name	Format (Size)	Description	Example	Content Rules and Limitations
038-044	ALL	Postage	N(7)	<p>Postage amount excludes:</p> <ul style="list-style-type: none"> ▪ Extra Service fee amounts in record positions 082-086, 089-093, 096-100 ▪ Discount or Surcharge amount in record positions 163-169. ▪ Nonincidental Enclosure postage amount in record positions 174-180. <p>For Standard Mail and Presorted Bound Printed Matter, compute both piece rate and pound rate and add together to obtain parcel rate (see Appendix E.) For Standard Mail, the piece-rate calculation is used if the parcel weighs 3.3 ounces (0.2063 pound) or less; the piece-pound calculation is used if the parcel weighs less more than 3.3 ounces (0.2063 pound).</p>	<p>Example 1: \$1.6411 Entered as: 0001641</p> <p>Example 2: \$1.6415 Entered as: 0001642</p>	Discounts are not included in postage amount in record positions 038-044. Leading zeroes required in unit of dollars and rounded off to 3 decimal positions. Chapter 1 and Appendix E contain postage computation rules.
045	EVS, EM, IEM, BI	Unit of Measure	N(1)	<p>1-digit code (numeric) to identify unit of weight measurement for parcel mail:</p> <ul style="list-style-type: none"> ▪ 1 – pound <p>All parcel weights, including those for First-Class and Standard Mail parcels, must be expressed in pounds.</p>	1	"1" only valid value for eVS.
046-054	EM, IEM, BI EVS	Weight	N(9)	<p>Actual mailpiece weight. Physical weight, not rate weight, must be used. For example, a Parcel Select parcel weighing 1.2513 pounds is expressed as 1.2513 pounds, not 2.0000 pounds.</p>	<p>14.3257 pounds Entered as: 00014325 7</p>	Weight represents actual physical weight. Leading zeroes required. In unit of measure and rounded off to 4 decimal positions. Weight of any nonincidental enclosure in positions 181-189 must be excluded.

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Record Positions	Required Field	Field Name	Format (Size)	Description	Example	Content Rules and Limitations
055	ALL	Processing Category	A(1)	<p>1-character code to identify mail processing categories for eVS parcels:</p> <ul style="list-style-type: none"> ▪ 2 = Flats (Priority Mail or Express Mail only) ▪ 3 = Machinable Parcels (all parcel classes and subclasses except Priority Mail) ▪ 4 = Irregular Parcels (Standard Mail, Bound Printed Matter, Media Mail, and Library Mail) ▪ 5 = Nonmachinable Parcels (all parcel classes and subclasses except Standard Mail and Priority Mail) ▪ O = Open and Distribute 	3	Table G-3 (Appendix G) contains valid values for eVS.
056	EVS	Destination Rate Indicator	A(1)	<p>1-character code (alpha) to identify Destination Rate Indicators (DRIs) for eVS parcels that designate a destination entry facility and rate</p> <ul style="list-style-type: none"> ▪ A = Area Distribution Center (ADC) ▪ B = Destination Network Distribution Center (DNDC) ▪ D = Destination Delivery Unit (DDU) ▪ F = Auxiliary Service Facility (ASF) ▪ S = Destination Sectional Center Facility (DSCF) ▪ N = None 	D	Table G-4 (Appendix G) contains valid values for eVS.
057-058	EVS, EM, IEM	Rate Indicator	A(2)	<p>2-character code (alpha or alphanumeric) to identify Rate Indicator (RI) that designates a rate for a mail class or subclass available for eVS parcels and:</p> <ul style="list-style-type: none"> ▪ With a few exceptions, does not contain class – or subclass – specific information. ▪ Does not contain barcoding information. <p>Refer to Rate Indicator Code table for valid values.</p>	SP	Table G-5 (Appendix G) contains valid values for eVS.

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DETAIL RECORD 1 - Electronic File Record Formats Version 1.4c eVS..... 1/28/2013						
Record Positions	Required Field	Field Name	Format (Size)	Description	Example	Content Rules and Limitations
059-060	EVS	Zone	A(2)	Individual mailpiece zones valid for eVS parcels are: <ul style="list-style-type: none"> 00 = Not applicable LC = Local Zone 01 thru 08 = Zones 1 through 8 	00	Table G-6 (Appendix G) contains valid values for eVS. Leading zeroes required if numeric. Default value zeroes for nonapplicable mail classes, subclasses, or rate categories.
061	EVS, EM	PO Box Indicator	A(1)	Y = Express Mail® addressed to a PO Box.	N	Default value is 'N'. Mandatory for Express Mail® Manifesting and when mailing Express Mail® in eVS.
062	EVS, EM	Waiver of Signature	A(1)	Waiver of signature for Express Mail® <ul style="list-style-type: none"> Y = Mailer requests waiver of signature on delivery for Express Mail® N = Mailer does not request waiver of signature on delivery of Express Mail® 	N	Default value is 'Y'. Mandatory for Express Mail® Manifesting and when mailing Express Mail® in eVS.
063	EVS, EM	No Weekend/Holiday Delivery	A(1)	Express Mail delivery: <ul style="list-style-type: none"> 1 = Normal (default) for regular delivery for Express Mail® Manifesting 2 =No weekend delivery 3 =No holiday delivery 4 =No weekend or holiday delivery 'P' – Critical Mail 	1	Required for Express Mail and Critical Mail. Default value for Express Mail is '1'.
064-070	EVS, BI	Value of Article if Insured	N(7)	Wholesale cost of article. Required if insured.	\$200.05 Entered as: 0020005	Default value zeroes. Mandatory if insurance is being included as an Extra Service.
071-075	EVS, BI	COD Amount for Fee Calculation	N(5)	Dollar amount to be collected or insurance coverage desired, whichever is higher. The amount is entered in this field and is used to determine the COD fee entered in record positions 082-086, 089-093, or 096-100.	\$206.00 Entered as: 20600	Default value zeroes. Required if parcel COD.
076-079	BI	Handling Charge	N(4)	Handling charge for registered mail valued at more than \$25,000.00.	\$20.50 Entered as: 2050	Default value zeroes. Required if First-Class Package Service with registered service valued more than \$25,000.
080-081	ALL	Extra Service Code 1 st Service	N(2)	Extra Service code as defined by USPS in Table G-9a (Appendix G).	01	Default value spaces. Mandatory when one Extra Service used. Table G-9a (Appendix G) contains valid values

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Record Position	Required Field	Field Name	Format (Size)	Description	Example	Content Rules and Limitations
082-086	ALL	Fee for 1 st Extra Service	N(5)	Fee for 1 st Extra Service Code.	Example 1: \$0.251 Entered as: 00025 Example 2: \$0.256 Entered as: 00026	Default value zeroes. Mandatory when 1 Extra Service used. If Extra Service code is not spaces, then fee must be numeric and greater than five zeros. If Extra Service code is 01 and Class of Mail code in positions 003-004 is PM or PS, then fee must be 00000.
087-088	ALL	Extra Service Code 2 nd Service	N(2)	Extra Service code as defined by USPS in Table G-9a (Appendix G).	04	Default value spaces. Mandatory when 2 Extra Services used. Example: Integrated barcode with USPS Tracking and Insurance. Table G-9a (Appendix G) contains valid values for eVS.
089-093	ALL	Fee for Extra Service 2 nd Fee	N(5)	Fee for 2 nd Extra Service Code.	See example for positions 082-086	Default value zeroes. Mandatory when 2 Extra Services used. See content rules and limitations in positions 082-086.
094-095	ALL	Extra Service Code 3 rd Service	N(2)	Extra Service code as defined by USPS in Table G-9a (Appendix G).	05	Default value spaces. Mandatory when 3 Extra Service used. Table G-9a (Appendix G) contains valid values for eVS.
096-100	ALL	Fee for Extra Service 3 rd Fee	N(5)	Fee for 3 rd Extra Service Code.	See example for positions 082-086	Default value zeroes. Mandatory when 3 Extra Services used. See content rules and limitations in positions 082-086.
101-105	EVS	Length	N(5)	Mailpiece length measured in inches, rounded off to a whole inch if dimensional weight required.	Example: 50.30 inches Entered as: 05000	Default value spaces. Required if rate indicator DR or DN and zone 5, 6, 7, or 8; required with rate indicator CP for Cubic Tier pricing. If required, must be >0 and a whole number. Not required for any other parcel mail, including balloon rate and oversized rate pieces.

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Record Positions	Required Field	Field Name	Format (Size)	Description	Example	Content Rules and Limitations
106-110	EVS	Width	N(5)	Mailpiece width measured in inches, rounded off to a whole inch if dimensional weight required.	Example: 20.80 inches Entered as: 02100	Default value spaces. Required if rate indicator DR or DN and zone 5, 6, 7, or 8; required with rate indicator CP for Cubic Tier pricing. If required, must be >0 and a whole number. Not required for any other parcel mail, including balloon rate and oversized rate pieces.
111-115	EVS	Height	N(5)	Mailpiece height measured in inches, rounded off to a whole inch if dimensional weight required.	Example: 5.5 inches Entered as: 00600	Default value spaces. Required if rate indicator DR or DN and zone 5, 6, 7, or 8; required with rate indicator CP for Cubic Tier pricing. If required, must be >0 and a whole number. Not required for any other parcel mail, including balloon rate and oversized rate pieces.
116-121	EVS	Dimensional Weight	N(6)	Postage for Priority Mail parcels for zones 5 thru 8 and exceeding 1 cubic foot (1,728 inches) is based on actual weight or dimensional weight, whichever is greater. Mailpiece dimensional weight in pounds, rounded to a whole pound is calculated as follows (as described in <i>Domestic Mail Manual</i> 123.1.0) :Multiply rounded length by rounded width by rounded height to arrive at cubic inches. 1. If the result is 1,728 cubic inches or less use actual weight to calculate postage. 2. If result exceeds 1,728 cubic inches, proceed as follows according to parcel shape to determine dimensional weight: <ul style="list-style-type: none">▪ If piece is rectangular result is divided by 194 and rounded up to next whole number.▪ If piece is nonrectangular, multiplication result is further multiplied by an adjustment factor of 0.785. If result exceeds 1,728 cubic inches, that result is divided by 194 and rounded up to next whole number. If dimensional weight exceeds actual weight in record positions 046–054, then the	Rectangular Example: 32.47 pounds (result from division of [50x21x6] divided by 194) Entered as: 003300 Non-rectangular Example: 25.49 pounds (result from [50x21x6x 0.785] divided by 194) Entered as: 002600	Default value spaces. Required if rate indicator is DR or DN and zone is 5, 6, 7, or 8. If required, must be >0 and a whole number: also required with rate indicator CP for Cubic Tier pricing. Not required for any other parcel mail, including balloon rate and oversized rate pieces.

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Record Position	Required Field	Field Name	Format (Size)	Description	Example	Content Rules and Limitations
				dimensional weight is used for postage calculation.		
122-130	ALL	Client Mailer ID	N(9)	Used by shippers mailing for other clients: <ul style="list-style-type: none"> ▪ Mailer ID must be registered with USPS for client for which shipper is mailing ▪ Client must be certified by USPS to receive a copy of extract file ▪ Mailer ID must be set up with an FTP address for client to receive copy of extract file 	123456789	Default value zeroes.
131-160	ALL	Customer Reference Number	A(30)	Used for customer internal identification purposes.	123456	Default value zeroes. If used with EM, Express Mail charge back number must be in this field.
161-162	EVS	Discount or Surcharge Type	A(2)	For certain classes of mail or rates, discounts are available. For First-Class and Standard Mail, surcharges might be required for certain mailpiece physical characteristics.	D1	Both discounts and surcharges are entered in record positions 161 and 162. Table G-8 (Appendix G) contains valid values for eVS.
163-169	EVS	Discount or Surcharge Amount	N(7)	Discount or surcharge in unit of dollars and rounded off to 3 decimals. Discounts and surcharges are not to be incorporated into the postage amount field (record positions 038–044) but placed in record positions 163–169. Discounts are considered “subtractions” or negative amounts when computing total postage. They reduce total postage. Surcharges are considered “additions” or positive amounts when computing total postage. They increase total postage.	Example 1: \$0.2423 Entered as: 0000242 Example 2: \$0.2426 Entered as: 0000243	Leading zeroes required. Default value zeroes for nonapplicable products.
170-171	See rules →	Nonincident al Enclosure Rate Indicator	A(2)	Valid in any combination with the Class of Mail code in record position 172-173. Table G-5 (Appendix G) contains permissible rate indicators for each class of mail.	5D	Restrict rate indicators to those available to class of mail indicated in positions 172-173. Default value spaces if not applicable. Mandatory if applicable.
172-173	See rules →	Nonincident al Enclosure Class	A(2)	Class of Mail codes restricted to the following: <ul style="list-style-type: none"> ▪ FC = First-Class Package Service ▪ SA + Standard Mail Regular 	FC	Restrict to First-Class Package Service and Standard Mail Regular. Default value spaces if not applicable. Mandatory if applicable.

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DETAIL RECORD 1 - Electronic File Record Formats Version 1.4c eVS.....1/28/2013						
Record Positions	Required Field	Field Name	Format (Size)	Description	Example	Content Rules and Limitations
174-180	See rules →	Nonincidental Enclosure Postage	N(7)	Postage amount of nonincidental enclosure. In unit of dollars and rounded off to 3 decimal positions.	\$.42 Entered as: 0000420	Default value zeroes. Mandatory if applicable.
181-189	See rules →	Nonincidental Enclosure Weight	N(9)	Individual weight of the nonincidental enclosure. In unit of pound and rounded off to 4 decimal positions.	0.1250 Entered as: 000001250	Default value zeroes. Mandatory if applicable.
190-198	EVS, EM, IEM	Customer Design Agreement Number	N(9)	Customer Design Agreement Number for Express Mail.	000000000	Default value zeroes. Mandatory if Express Mail® is Customer Design and when mailing Express Mail in eVS.
199	EVS	Postal Routing Barcode	A(1)	1- character code (numeric) to identify presence and type of 5-digit (destination ZIP Code) on the parcel: <ul style="list-style-type: none"> ▪ 0 = Absence of barcode ▪ 1 = GS1-128 barcode ▪ 2 = POSTNET or IMB barcode 	1	Mandatory for eVS. Table G-7 (Appendix G) contains valid values for eVS.
200	ALL	Filler	A(1)	Filler area for future expansion.		Must be spaces.