

# Now is the time to upgrade.

## Effective January 26, 2014, all commercial packages must include:

- A unique Intelligent Mail® Package Barcode (IMpb)\*
- Submission of electronic Shipping Services File v. 1.6 or higher\*\* for each mailing:
  - Including a correct destination delivery address or ZIP+4 Code for each package.

### With the Intelligent Mail Package Barcode you get:

- The best commercial prices with the largest discount available
- Piece-level tracking information at no additional charge for most products
- Access to new products, services, and enhanced features

Changes Apply to:	Exceptions to the Rules:
All parcels entered through commercial channels, including, but not limited to: <ul style="list-style-type: none"><li>• Priority Mail Express™</li><li>• Priority Mail®</li><li>• First-Class™ Package Services</li><li>• Parcel Select</li><li>• Parcel Select Lightweight</li><li>• Postage paid by permit imprint, postage meter, PC Postage®, Precancelled stamps, Franked Mail, or Official Mail Accounting System (There is an exception for meter mailers receiving Commercial Base pricing)</li></ul>	<ul style="list-style-type: none"><li>• All packages paid for at the retail price and inducted through retail transactions</li><li>• Periodicals parcels</li><li>• Merchandise Return Service® (MRS) permit holders not using a PC Postage-based return service – exempt from Shipping Services file</li><li>• Standard Mail Marketing® product samples with a simplified address or a Detached Address Label (DAL)</li><li>• Priority Mail letters and flats using stamps as postage or Priority Mail Forever Prepaid Flat Rate packaging</li><li>• Priority Mail letters and flats prepared in a high-speed environment featuring a unique Intelligent Mail Barcode and electronic documentation with USPS approval.</li><li>• Priority Mail Express pieces with postage paid through a postage meter imprint and using a Label 11-B</li><li>• Priority Mail Express pieces entered under a Priority Mail Express Manifesting Agreement (PMEM) and paid via a USPS Corporate Account</li><li>• Standard Mail pieces presorted and containerized in 5-digit sacks bearing an Intelligent Mail Barcode</li><li>• Meter mailers receiving Commercial Base® pricing are granted an extended transition period until January 25, 2015. During this extension, mailers who fail to meet the new requirement will continue to qualify for discounted rates and will not be subject to a noncompliance fee</li><li>• Standard Mail®, MRS, Bound Printed Matter®, Library Mail®, and Media Mail® are granted an extended transition periods. During these periods, noncompliant pieces of these specific classes will not be subject to a noncompliance fee</li></ul>

### You have two options to meet the new IMpb and data submission requirements:

- 1. Electronically submit a Shipping Services File with manifest, tracking, and postage information in one file (through the Electronic Verification System - eVS®)**
  - Submission is one file and includes the Shipping Services File, destination delivery address or ZIP+4 Code information, and postage statement information
  - Payment for postage is deducted from a centralized electronic postage payment account (a Centralized Account Processing System – CAPS account)
- 2. Electronically submit a Shipping Services File with manifest and tracking information, plus a separate Postage Statement (this option is referred to as a Manifest Mailing Solution)**
  - Submission requires two components:
    - Shipping and tracking information within the electronic Shipping Services File
    - A hardcopy Postage Statement brought to the Business Mail Entry Unit (BMEU) or an electronic Postage Statement submitted through the Postal Wizard®
  - Payment for postage is made through a local payment or trust account, or a CAPS account

### Tools to meet the new requirements:

You have several tools to help you meet the IMpb and data submission requirements:

1. Become an eVS mailer (visit <https://ribbs.usps.gov/evs/> and click on the Publications & Instructions)
2. Use a certified vendor software solution (listed on the following pages)
3. Use a certified consolidator solution (listed on the following pages)
4. Use the new USPS Postal Shipping Business Tool (additional information on the last page)

### Shipping Services Files:

All commercial packages will be required to submit their mailing information electronically using a file referred to as a Shipping Services File. The Shipping Services File must be version 1.6 or higher, be submitted prior to presenting a shipment, and contain:

- Piece-level details
- Payment account number (e.g., permit number)
- Transaction ID (a 12-digit number detailing the year, month, day, and file sequence)
- Method of payment (e.g., permit, PC Postage)
- Mailer ID (MID)

\* Unique legacy tracking barcodes may be used until January 25, 2015.

\*\* Versions 1.3 or 1.4 may be used until January 25, 2015

For help signing up for **eVS** or more information, contact the eVS Help Desk at [evs@usps.gov](mailto:evs@usps.gov) or 877-264-9693 option 4

For additional information on the **Postal Shipping Business Tool** visit the Business Customer Gateway and click on Shipping Services ([gateway.usps.com](http://gateway.usps.com)) or contact the eVS Help Desk

For additional information on the **Shipping Services File** view Publication 199, accessible online via [ribbs.usps.gov/index.cfm?page=intellmailpackage](http://ribbs.usps.gov/index.cfm?page=intellmailpackage) or email [IMpb@usps.gov](mailto:IMpb@usps.gov)

## Package Vendor Software Solution Providers:

To help you meet the requirements to generate a Shipping Services File and an IMpb, the following vendors have successfully tested their software with the Postal Service.

Vendor Name	Software Name	Website for Information	Sort Level Capabilities Offered	Certification				Classes of Mail Offered							
				Offers International	MAC Certified	eVS Certified	Manifest Mailing Solution (non-eVS)								
ABOL Software 678-494-3172	AMX	www.abolsoftware.com	DSCF, DDU, Origin, Other	X		X		PME	PM	FCPS	PS	PS-L	StdNP	BPM	Other
ABOL Software 678-494-3172	iabol	www.iabol.com	DSCF, DDU, Origin, Other	X		X		PME	PM	FCPS	PS	PS-L	StdNP	BPM	Other
AccuZIP Inc. 800-233-0555	AccuZIP6	www.accuzip.com	DNDC, DSCF, DDU, Origin				X			FCPS		PS-L	StdNP	BPM	Other
AccuZIP Inc. 800-233-0555	AccuZIP6 Lite	www.accuzip.com	DNDC, DSCF, DDU, Origin				X			FCPS		PS-L	StdNP	BPM	
Bell & Howell 800-453-3130	BCC Mail Manager	www.bellhowell.net/Products/IQSoftware_PostalQ.aspx	DNDC, DSCF, DDU, Origin				X			FCPS	PS	PS-L	StdNP	BPM	Other
Bell & Howell 800-453-3130	BCC Mail Manager Full-Service	www.bellhowell.net/Products/IQSoftware_PostalQ.aspx	DNDC, DSCF, DDU, Origin				X			FCPS	PS	PS-L	StdNP	BPM	Other
Best Manifesting 215-508-7570	Best Ship	www.bestmanifesting.com	DNDC, DSCF, DDU, Origin		X		X		PM	FCPS	PS	PS-L	StdNP	BPM	Other
Best Way Technologies 414-302-2929	ProShip	www.proshipsoftware.com/product-suite	DNDC, Origin, Other	X	X	X		PME	PM	FCPS	PS	PS-L		BPM	Other
ConfirmDelivery 888-960-6245	Confirm-Delivery	www.confirmdelivery.com					X		PM	FCPS	PS	PS-L		BPM	Other
ConnectShip 866-461-4470	ConnectShip Prologistics	www.connectship.com/	DNDC, DSCF, Origin	X	X	X	X	PME	PM	FCPS	PS	PS-L	StdNP	BPM	Other
DigitalShipper 651-348-4080	DigitalShipper	www.digitalshipper.com	Origin	X			X		PM	FCPS	PS			BPM	Other
FP Mailing Solutions 630-827-5728	MailOne 2.0	www.fp-usa.com		X			X	PME	PM	FCPS					
Harvey Software 800-231-0296	CPS	www.postalshippingsoftware.com/	Origin	X		X		PME	PM	FCPS	PS			BPM	Other
JDA 800-990-9632	JDA Parcel	http://www.jda.com/support/contact-support/		X	X	X	X		PM	FCPS				BPM	Other
Kewill 978-482-2523	Clippership	www.kewill.com	DNDC, DSCF				X	PME	PM	FCPS	PS	PS-L		BPM	Other
Kewill 978-482-2523	Flagship	www.kewill.com	DNDC, DSCF	X		X	X	PME	PM	FCPS	PS	PS-L		BPM	Other
Manhattan Associates 877-596-9208	Warehouse Management for IBMi	www.manh.com	DNDC, Origin			X	X	PME	PM	FCPS	PS			BPM	Other
NeoPost 203-301-3801	Enhanced Mailing and Shipping	www.neopostinc.com	DNDC, DSCF, DDU	X			X	PME	PM	FCPS	PS	PS-L		BPM	Other
SCANDATA 512-358-1585	PTMS 14.01	www.scandata.com					X	PME	PM	FCPS	PS				
SCANDATA 512-358-1585	PTMS 12.00.00K	www.scandata.com					X	PME	PM	FCPS	PS			BPM	Other
Varsity Logistics 650-392-7908	ShipSoft	www.varsitylogistics.com			X	X			PM	FCPS	PS			BPM	Other

Priority Mail Express = PMEx; PM = Priority Mail; First-Class Package Services = FCPS; Parcel Select = PS; Parcel Select Lightweight = PS-L; Standard Mail Nonprofit = StdNP; Bound Printed Matter = BPM; Other Classes = Other

DNDC = Destination Network Distribution Center; DSCF = Destination Sectional Center Facility; DDU = Destination Delivery Unit; Origin = Origin Business Mail Entry Unit (BMEU) or Detached Mail Unit (DMU)

## PC Postage Vendor Solution Providers:

PC Postage Vendors allow customers to print labels and manifest packages by individual package, and still meet IMpb and Shipping Services requirements. Providers listed have successfully tested their systems with the Postal Service.

PC Postage Vendor Name	Point of Contact	Website for Information	Certification				Classes of Mail Offered								
			Offers International	MAC Certified	eVS Certified	Manifest Mailing Solution (non-eVS)									
Endicia.com	800-576-3279 x 140	www.endicia.com	X	X	X		PME	PM	FCPS	PS	PS-L				Other
Pitney Bowes	877-822-0996	www.pb.com/smb/online-postage-stamps	X	X	X		PME	PM	FCPS	PS					Other
Stamps.com	888-434-0055	www.stamps.com/postage-online/how-it-works/	X			X	PME	PM	FCPS	PS				BPM	Other

## Package Consolidator Solution Providers:

Consolidators offer a variety of services to prepare and mail packages, including IMpb generation and drop-shipment. Providers listed have tested their systems with the USPS.

Consolidator Name	Website for Information	Types of Entry Points	Certification				Classes of Mail Offered							
			Offers International	MAC Certified	eVS Certified	Manifest Mailing Solution (non-eVS)								
Blue Package Delivery 651-773-0031	www.bluepackage.com	DNDC, DDU			X			PM		PS	PS-L		BPM	Other
DHL GlobalMail 513-403-6294	www.dhlglobalmail.com	DNDC, DSCF, DDU, Origin	X		X			PM	FCPS	PS	PS-L		BPM	Other
FedEx SmartPost 800-463-3339	www.fedex.com/us/smartpost/	DNDC, DSCF, DDU			X					PS	PS-L		BPM	Other
International Bridge / Parcel Pool 877-727-2354	www.myib.com	DNDC, DSCF, DDU, Origin			X		PMEx	PM	FCPS	PS	PS-L		BPM	Other
Newgistics 866-647-0688	www.newgistics.com	DNDC, DSCF, DDU, Origin	X		X		PMEx	PM	FCPS	PS	PS-L	StdNP	BPM	Other
United Parcel Service	www.ups.com	DDU			X					PS	PS-L		BPM	Other
UPS Mail Innovations	www.ups.com	DNDC, DSCF, DDU, Origin	X			X		PM	FCPS	PS	PS-L		BPM	Other

## Postal Shipping Business Tool:

The Tool is a software solution downloadable from the USPS that allows business mailers to generate shipping labels and securely pay postage via electronic manifest files. Use of the Tool is free for business mailers who typically have a daily volume of 50 packages or 50 pounds. The tool does non-presort packages only and international capabilities coming in early 2014.

No Cost to Use USPS Tool	Help Desk Contact Information	Website for enrollment and information	Certification				Classes of Mail Offered							
			Offers International	MAC Certified	eVS Certified	Manifest Mailing Solution (non-eVS)								
Postal Shipping Business Tool	877-264-9693 option 4 evs@usps.com	gateway.usps.com under Shipping Services			X		PMEx	PM	FCPS	PS				

Charts current as of 12/31/2013.

For the latest lists and more information about eVS, please visit [ribbs.usps.gov/evs](http://ribbs.usps.gov/evs).

For more information on IMpb or Shipping Services Files, visit [ribbs.usps.gov/index.cfm?page=intellmailpackage](http://ribbs.usps.gov/index.cfm?page=intellmailpackage)

Contact the Confirmation Services – eVS Help Desk **1-877-264-9693, option 4** or email [evs@usps.gov](mailto:evs@usps.gov)

