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1992–2023
31 accuzip
YEARS
IN BUSINESS

Service Types

(3 digit numbers used to request services)

STIDS = Service Type Identifers

What are they and how do they help us serve our clients?

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Timeline for IMBarcode and STID usage.

- The Postal Service **required** use of the **Intelligent Mail Barcode** to qualify for automation prices beginning **January 28, 2013**.

- The IMBarcode was intended to provide greater information and functionality than its predecessors POSTNET and PLANET.

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Appendix A: Service Type Identifier (STID) Details

Change History

Section	Date	Description of Change
First-Class Mail	7/23/2013	Added: Return Service Requested, Option 2
First-Class Mail	7/23/2013	Added: Temp-Return Service Requested, Option 2
Standard Mail	7/23/2013	Added: Address Service Requested, Option 2
Standard Mail	7/23/2013	Added: Return Service Requested, Option 2
Bound Printed Matter	7/23/2013	Added: Address Service Requested, Option 2
Bound Printed Matter	7/23/2013	Added: Return Service Requested, Option 2
First-Class Mail	1/26/2014	Added: Address Service Requested, Option 1
First-Class Mail	1/26/2014	Added: Change Service Requested, Option 1
Bound Printed Matter	1/26/2014	Added: Change Service Requested with SPF for Traditional ACS SPF
First-Class Mail	4/2/2015	Added: Secure Destruction (STIDs provided at enrollment)
Standard Mail	4/2/2015	Added: Change Service Requested, Option 2 for Standard Mail
Bound Printed Matter	4/2/2015	Added: Change Service Requested, Option 2 for Bound Printed Matter
Bound Printed Matter	5/22/2016	Added: IV-MTR STIDs with and without ACS.
First-Class Mail	5/22/2016	Changed: Secure Destruction details
Ballot Mail	9/1/2018	Added: Ballot Mail STIDs
Periodical	2/23/2019	Added: Periodicals with Alternative Address
Political Mail	7/27/2020	Added: Political Mail STIDs
Ballot Mail	1/23/2022	Added: Political Mail STIDs
Political Mail	1/23/2022	Added: Political Mail STIDs

How to break down the IMBarcode

Service Type Identifer
3,4,5 digit of the IMBarcode

Six Digit Mailer Identifier

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Barcode ID [2N]		Service Type ID [3N]			Mailer ID [6N]									Serial Number [9N]									Routing Code (ZIP) [none,5,9, or 11N]							

Nine-Digit Mailer Identifier

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Barcode ID [2N]		Service Type ID [3N]			Mailer ID [9N]									Serial Number [6N]						Routing Code (ZIP™) [none,5,9, or 11N]										

In **AccuZIP** the Service Type in your IMBdigits can be viewed on the bottom of the Print Settings Screen. Your list is shown there in presort order. The IMBarcode is not created in your original file but in the Presort Folder. If you are exporting the IMBarcode and IMBdigits both are in that area and can be exported or printed from here.

Appendix A: Service Type Identifier (STID) Details

https://postalpro.usps.com/service-type-identifiers/stidtable

* Link to full list of Service Type Identifers

https://postalpro.usps.com/address-quality/ACS/AppendixA_STID_Details

*Appendix A provides a detailed description of the various address correction options available within Basic / Nonautomation and Full-Service mailings and the STIDs that provide the different Undeliverable-As-Addressed (UAA) treatments.

What are Ancillary Service Endorsements?

- Ancillary Service Endorsements allow the sender to obtain the addressee's new (forwarding) address (provided the appropriate endorsement is used and if the addressee filed a Change-of-Address Order with the Postal Service) or the reason for non-delivery.

- Undeliverable-as-addressed (UAA) mail is forwarded, returned to sender, or discarded as authorized for the particular mail class. A mailer endorsement is used to instruct the Postal Service regarding the appropriate disposition upon determining that it is UAA. A return address is required on the face of the mailpiece when using ancillary service endorsements. The following endorsements may be used as an updating method to meet the Move Update standards for First-Class Mail®, USPS Marketing Mail™, and Parcel Select Lightweight® mail.

Change Service Requested

- Separate notice of new address or reason for non-delivery provided; in either case, address-correction fee is charged; mailpiece is not forwarded or returned, but discarded by the Postal Service. **NOTE: This endorsement is not available for First-Class Mail unless used in conjunction with electronic ACS™.**

• Address Service Requested

- Mail is forwarded if possible, or returned if forwarding is not possible. A separate notice with new address information is provided for forwarded pieces and the address-correction fee is charged. First-Class Mail is forwarded or returned at no charge. USPS Marketing Mail is charged the weighted fee for mail that must be returned. The Weighted Fee is equal to the single-piece First-Class price multiplied by 2.472 (a one ounce letter is charged 60¢ x 2.472 = $1.483, rounded-up to $1.49).

- **Months 1 - 12**: the mailpiece is forwarded; no charge; a separate notice of the new address is provided.

- **Months 13 - 18**: the mailpiece is returned with the new address attached.

- **After month 18 or if undeliverable at any time**: the mailpiece is returned with reason for non-delivery attached.

• Return Service Requested

- If UAA, the mailpiece is returned with the new address or reason for non-delivery. First-Class Mail is returned at no charge. USPS Marketing Mail and Parcel Select Lightweight mail is returned at either the single-piece First-Class Mail or Priority Mail price, depending on the weight of the piece.

• Temp-Return Service Requested

- This endorsement option is available for First-Class Mail only. This endorsement is similar to Return Service Requested, however if the change-of-address is temporary, the piece will be forwarded to the temporary address. The temporary address information is not provided to the mailer. If there is a permanent change-of-address, the mail piece is handled the same as Return Service Requested.

USPS Placement of Ancillary Endorsements.

Placement of Endorsement (202.4.0)

The exhibit below shows the options for placing an endorsement. The endorsement shown (ADDRESS SERVICE REQUESTED) is just one of several options. See DMM 507.1.5 for a complete list of endorsements, treatment, and fee consequences according to the class of mail.

JAMES WARRICK
RUSS GALLERY LTD
4016 MAIN ST
FORT WORTH TX 76133-5559

ADDRESS SERVICE REQUESTED[3]

Presorted
First-Class Mail
U.S. Postage Paid
Fort Worth TX
Permit No.1

ADDRESS SERVICE REQUESTED[1]

ADDRESS SERVICE REQUESTED[4]

ADDRESS SERVICE REQUESTED[2]

JOHN DOE
10 ELM ST
ANYTOWN WA 98765-4321

The endorsement must be placed in one of these four positions:

https://pe.usps.com/text/qsg300/Q507.htm

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Mailer Endorsement and USPS Action	⭐ Priority Mail and First-Class Mail	⭐ USPS Marketing Mail/ Parcel Select Lightweight	USPS Retail Ground/Package Services/Parcel Select
Electronic Service Requested [1]	See DMM 507.1.5.1 for more information.	See DMM 507.1.5.3 for more information.	See DMM 507.1.5.4 for more information.
Address Service Requested [2] (Except for Shipper Paid Forwarding participants-see DMM 507.1.5.4) *Forwarding and return. New separate address notification provided.*			
Months 1 through 12: mailpiece forwarded; notice of new address provided, address correction fee charged.	Forwarded at no charge.	Forwarded at no charge.	Forwarded as postage due. [3]
Months 13 through 18: mailpiece returned with new address attached.	Returned at no charge.	Weighted fee charged. [4]	Return postage charged at appropriate single-piece price. [3]
After 18 months or if undeliverable at any time: mailpiece returned with reason for nondelivery attached.	Returned at no charge.	Weighted fee charged. [2]	Returned if undeliverable or if addressee refused to pay postage due. Forwarding (where attempted) and return postage charged at appropriate single-piece price. [3]

- 4. Weighted fee is the appropriate single-piece First-Class Mail or Priority Mail price for the piece plus the nonmachinable surcharge if it applies (101.1.2), multiplied by 2.472 and rounded up to the next whole cent. For letter-size weighted fee prices, see 243.1.5.2.

Automation and Non Automation Mail both have a STID available for use with Tracking.

* If processing with NCOALink you would use a Service Type that states No Address Corrections as in you have already updated the addresses and are not requesting any address updates.

Service Type IDentifier (STID) Table — January 23, 2022

USPS Marketing Mail®

Address Correction Option		Basic or Nonautomation		Full-Service	
		Without IV® MTR*	With IV® MTR*	Without IV® MTR*	With IV® MTR*
No Address Corrections - No Printed Endorsement		301	311	261	271
Manual Corrections **		702	042	037	043
OneCode ACS®	Address Service Requested Opt 1** $	090	142		
	Address Service Requested Opt 2** $	334	585		
	Change Service Requested Opt 1** ♻	092	242		
	Change Service Requested Opt 2** ♻ $	513***	586***		
	Return Service Requested Opt 2** $	272	262		
Full-Service ACS™	Address Service Requested Opt 1** $			091	143
	Address Service Requested Opt 2** $			550	548
	Change Service Requested Opt 1** ♻			093	243
	Change Service Requested Opt 2** ♻ $			567***	231***
	Return Service Requested Opt 2** $			529	587
Traditional ACS™	Address Service Requested Opt 1** $	540	539	542	541
	Address Service Requested Opt 2** $	547	546	551	549
	Change Service Requested Opt 1** ♻	560	559	562	561
	Change Service Requested Opt 2** ♻ $	565***	564***	568***	566***
	Return Service Requested Opt 2** $	570	569	572	571

♻ ACS Green & Secure Option

All **ACS customers are required to provide a dedicated email address** to receive communications regarding ACS and other postal products. If your company does not currently have a dedicated email address for this purpose, we request that you establish one, preferably using the following format: **ncscinfo@<yourcompany.com>.** All appropriate parties should be designated as users of this email account. It is the responsibility of your company to monitor and control dissemination of this information to your internal ACS decision makers.

Full Service ACS – Selection indicates the mailer is or will be a Full Service mailer requesting Full Service ACS. Full Service discounts and Full Ser-vice **ACS requires specific mailing and mail preparation using a Mailer ID (MID) obtained from the USPS Business Customer Gateway**

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Where to sign up for ACS.

- https://postalpro.usps.com/acs/eACS001.pdf

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United States Postal Service®

INDUSTRYALERT ★

April 10, 2023
Service Type ID Table Updated for Full-Service Hardcopy Address Correction Notices

The Postal Service published the Final Federal Register Notice concerning the elimination of hardcopy address correction notice options for Full-Service and Seamless Acceptance mailers on February 7, 2023. Refer to Federal Register: Address Correction Notices for additional information. As a result, the Service Type ID Table will be updated to eliminate the Full-Service Manual Address Correction STIDs for First-Class Mail®, Periodicals®, Bound Printed Matter, Ballot and USPS Marketing Mail®. A*dditionally,* Full-Service No Address Correction STIDs will no longer generate a separate PS Form 3547, *Notice to Mailer of Correction in Address* when a printed endorsement is present. For more information regarding the specific STIDs impacted, please visit PostalPro at Elimination of Full-Service Manual Address Correction STIDs Communication | PostalPro (usps.com).

The Postal Service has also clarified the definition of Political and Ballot Mail. This updated Service Type ID Table will become effective July 9, 2023.

The current Service Type ID Table can be found at: https://postalpro.usps.com/service-type-identifiers/stidtable.

The updated Service Type ID Table can be found at: Service Type Identifier (STID) Table Effective July 9, 2023 | PostalPro (usps.com). ★

https://postalpro.usps.com/stidtable_Effect_Jul92023

UNITED STATES POSTAL SERVICE ®

ACS™ Enrollment Form
All Fields Required

Account Owner:

Company Name		Customer Registration ID (CRID)	ACS Account Number (if known)
Mailing Address		Contact	Attention
City	State	ZIP + 4® Code	Telephone Number and Extension
Contact Email Address			Fax Number

Bill To:

Company Name		CRID	Tax ID
Mailing Address		Contact	Attention
City	State	ZIP + 4 Code	Telephone Number and Extension
Contact Email Address			Fax Number

Provide ACS Notices to: (Third-Party if not Account Owner)

Company Name		CRID	EPF ACS Account Number (if known)
Mailing Address		Contact	Attention
City	State	ZIP + 4 Code	Telephone Number and Extension
Contact Email Address			Fax Number

ACS Mailer Options *(Select all that apply)*

☐ Traditional ACS — A seven alpha-character Participant ID (PID) will be assigned after submitting this ACS Enrollment Form.

☐ OneCode ACS® — Requires a Mailer ID (MID) obtained from the USPS® Business Customer Gateway[1].

☐ Full Service ACS — Selection indicates the mailer is or will be a Full Service mailer requesting Full Service ACS. Full Service discounts and Full Service ACS require specific mailing and mail preparation using a Mailer ID (MID) obtained from the USPS Business Customer Gateway (see below). For more information go to https://postalpro.usps.gov/aGuidetoFullService.

☐ IMpb ACS - Requires a MID obtained from the USPS Business Customer Gateway[1] - allows parcel mailers utilizing IMpb to receive an electronic address correction.

[1] If you do not have a Mailer ID, you may request one through the USPS Business Customer Gateway at https://gateway.usps.com/eAdmin/view/signin. Local support from your Business Mail Entry Unit (BMEU) is available. The USPS BMEU locator tool can be found at https://ribbs.usps.gov/locators/find-bme.cfm. To connect with an MDA, call 1-855-593-6093 or send an email to MDA@usps.gov.

Alternative Fulfillment Method:

☐ SingleSource ACS: Receive all Full Service ACS, OneCode ACS, IMpb ACS, and Traditional ACS notices in one fulfillment file.

Optional Fulfillment Files:

☐ Comma Separated Value (CSV) Format   ☐ XML (XLS, Excel Friendly) Format

More information about all ACS products can be found in *Publication 8, ACS Product Information Guide* at http://about.usps.com/publications/pub8.pdf.

Ancillary Service Endorsements

First-Class Mail®: Change Service Requested (CSR) Opt 1 or 2
First-Class Mail: Address Service Requested (ASR) Opt 1 or 2
First-Class Mail: Return Service Requested (RSR) Opt 2
First-Class Mail: Temp - Return Service Requested (TRSR) Opt 2

Standard Mail®: CSR Opt 1 or 2, ASR Opt 1 or 2, or RSR Opt 2
PKG SVS/ Parcel Select: CSR, ASR, or RSR Opt 2
SPF/SPR: CSR w/SPF, ASR Opt 1, 2, or 3

Periodicals Follow-up Notice Options:
(2) 1st Notice after 60 days (no follow-up)   (4) Immediate Notice (no follow-up)   (5) Follow-up after 60 days   (6) Follow-up after 120 Days

MID and/or Participant Code	Mailpiece Title/ List Name	First-Class Mail	Standard Mail	Periodicals	PKG SVS/ Parcel Select	Shipper Paid Forwarding	Keyline
Example: 999999999 BWXYZXX	Mailers Today Magazine	CSR2	ASR	Option 6	CSR	☐ Yes ☒ No	☒ Yes ☐ No
						☐ Yes ☐ No	☐ Yes ☐ No
						☐ Yes ☐ No	☐ Yes ☐ No
						☐ Yes ☐ No	☐ Yes ☐ No

Authorization

Requesting Mail Tracking and Reporting by the Service Type you choose

Each Class of mail will have a With Tracking and Without Tracking Service Type for most Address Correction Options.

USPS Marketing Mail®

Address Correction Option	Basic or Nonautomation		Full-Service	
	Without IV® MTR*	With IV® MTR*	Without IV® MTR*	With IV® MTR*
No Address Corrections	301	311	261	271
Manual Corrections **	702	042	037	043

Political Mail vs. Official Ballot / Election Mail

- **Definitions:**

- **Political Mail** is any material mailed for campaign purposes by a registered political candidate, campaign committee, or committee of a political party, or political message mailing by a political action committee (PAC), super PAC, or other organization engaging in an effort to influence or drive voter mobilization.

- **Ballot Mail** is any Official Ballot mailed to or from authorized election officials. Such as Absentee or Military Ballots.

- NOTE: For other election mail (voter registration, polling place locations, absentee applications) use the appropriate STID for the mail class and ACS/IV-MTR services desired that are listed on the First-Class Mail® (page 2) or USPS Marketing Mail® (page 4) of this document. The Election Mail attribute in eDoc should be used to identify a mailing as Election Mail.

Additional Political Mail Designators.

Tag 57 is used to identify campaign mailings.

- Red Tags for Trays.

- CCR File for Full Service Mailings.

maildat.ccr
maildat.cpt
maildat.cqt
maildat.csm
maildat.hdr

maildat.ccr - Notepad
File Edit Format View Help
6L615WQF00000001CPMO#

Incentives:
C-Content
... PM - Political Mail
Mailing Date: 04/07/2023

- Once the mail is removed from the tray the Service Type is the only Political designator that never leaves the mail piece.

Political Mail

First Class Options

Class of Mail	Address Correction Option		Basic or Nonautomation w/o IV® MTR*	Basic or Nonautomation with IV® MTR*	Full-Service w/o IV® MTR*	Full-Service with IV® MTR*
First-Class Mail®	No Address Corrections		751	727	761	747
	Manual Address Corrections **		752	756		
	OneCode ACS®	Address Service Requested Opt 1	753	757		
		Address Service Requested Opt 2	754	758		
		Change Service Requested Opt 1 ♻	755	759		
	Full-Service ACS™	Address Service Requested Opt 1			763	767
		Address Service Requested Opt 2			764	768
		Change Service Requested Opt 1 ♻			765	769
		Return Service Requested Opt 2			762	766

Political Mail

Marketing Mail Options

Class of Mail	Address Correction Option		Basic or Nonautomation w/o IV® MTR*	Basic or Nonautomation with IV® MTR*	Full-Service w/o IV® MTR*	Full-Service with IV® MTR*
USPS Marketing Mail®	No Address Corrections		771	728	773	748
	Manual Address Corrections **		772	776		
	OneCode ACS®	Address Service Requested Opt 1** $				
		Address Service Requested Opt 2** $				
		Change Service Requested Opt 1 ♻	775	770		
	Full-Service ACS™	Address Service Requested Opt 1** $				
		Address Service Requested Opt 2** $				
		Change Service Requested Opt 1** ♻			774	781
		Return Service Requested Opt 2** $				
	Traditional ACS™	Change Service Requested Opt 1** ♻	785	786		

Ballot Mail

First Class Options

Class of Mail	Address Correction Option		Basic or Nonautomation with IV®	Full-Service with IV® MTR*
First-Class Mail®	No Address Corrections		715	720
	Manual Address Corrections **		716	721
	OneCode ACS®	Address Service Requested Opt 1	717	
		Address Service Requested Opt 2	718	
		Change Service Requested Opt 1 ♻	719	
		Return Service Requested Opt 2	713	
	Full-Service ACS™	Address Service Requested Opt 1		722
		Address Service Requested Opt 2		723
		Change Service Requested Opt 1 ♻		724
		Return Service Requested Opt 2		725

Ballot Mail

Marketing Mail Options

Class of Mail	Address Correction Option			Basic or Nonautomation with IV®	Full-Service with IV® MTR*
USPS Marketing Mail®	No Address Corrections			735	741
	Manual Address Corrections **			736	742
	OneCode ACS®	Address Service Requested Opt 1**	$	737	
		Address Service Requested Opt 2**	$	738	
		Change Service Requested Opt 1**	♻	739	
		Return Service Requested Opt 2**	$	714	
	Full-Service ACS™	Address Service Requested Opt 1**	$		743
		Address Service Requested Opt 2**	$		744
		Change Service Requested Opt 1**	♻		745
		Return Service Requested Opt 2**	$		746
	Traditional	Change Service Requested Opt 1**	♻	740	

There are also specific STIDS for Ballot Reply Mail.

Ballot Returns	Return Ballot - First-Class Mail Reply Envelopes	777	
	Return Ballot - Business Reply Mail by ZIP Envelopes	778	
	Return Ballot - Permit Reply Mail by ZIP Envelopes	779	
	Return Ballot – UOCAVA	780	

Uniformed and Overseas Citizens Absentee Voting Act voters use only.

https://postalpro.usps.com/informedvisibility

$ Postage and Fees are charged forwarded or returned mail

* Informed Visibility® Mail Tracking & Reporting https://postalpro.usps.com/InformedVisibility

** Requires the printed text ancillary service endorsement. The option selected must not be printed with the endorsement.

*** Change Service Requested Option 2 Service Type IDs may be used in the Intelligent Mail barcode for USPS Marketing Mail letters and flats. CSR Option 2 STIDs are not valid for USPS Marketing Mail parcels.

Use of the CSR Option 2 STID in the Intelligent Mail barcode indicates the mailer has requested forwarding of USPS Marketing Mail when possible and agrees to pay any resulting forwarded USPS Marketing Mail fees. Note: 513, 586

			IV® MTR*	IV® MTR*	IV® MTR*	IV® MTR*
No Address Corrections - No Printed Endorsement			301	311	261	271
Manual Corrections **			702	042	037	043
OneCode ACS®	Address Service Requested Opt 1**	$	090	142		
	Address Service Requested Opt 2**	$	334	585		
	Change Service Requested Opt 1**	♻	092	242		
	Change Service Requested Opt 2**	♻ $	513***	586***		
	Return Service Requested Opt 2**	$	272	262		

To setup or change your STIDS in AccuZIP the steps from the top meus are: Additions>AccuTrace>Intelligent Mail Setup.

Also a link to the IMBarcode Settings area can be found on the bottom right of the Presort Setup Screen. It is below the area for Incentives which is the setup area for the CCR Political or Ballot Mail file.

To setup or change your STID in your Intelligent Mail setup click into the Class of mail.

Service Type = Full Service & Automated
Service Type (Basic) = Automated no Full Service Discount/ Non Automated

Subtract $0.003 for each letter that complies with the Full-Service Intelligent Mail option requirements.

Intelligent Mail Information Setup

IM Barcode Settings: https://postalpro.usps.com/service-type-identifiers/stidtable

IM Barcode Settings

- 📁 Service Type
  - 📄 271
- 📁 Service Type (Basic)
  - 📄 311

Service Type IDentifier (STID) Table   January 23, 2022

USPS Marketing Mail®

Address Correction Option	Basic or Nonautomation		Full-Service	
	Without IV® MTR*	With IV® MTR*	Without IV® MTR*	With IV® MTR*
No Address Corrections - No Printed Endorsement	301	311	261	271

When you click into the current STID in your Service Type chart you will have a list of the current STID choices for use with each Class.

AccuZIP adds new Service Types as USPS adds them.

Intelligent Mail Information Setup

IM   ble

Standard Mail

IM

Service Type

- 261=No Services (Full-no IMb Tracing)
- 262=OneCode ACS - RSR 2 (IMb Tracing)
- 271=Destination Confirm (Full-IMb Tracing)
- 272=OneCode ACS - RSR 2 (no IMb Tracing)
- 301=No Address Corrections (no IMb Tracing)
- 311=No Address Corrections (IMb Tracing)
- 334=OneCode ACS - ASR 2 (no IMb Tracing)
- 513=OneCode ACS - CSR 2 (no IMb Tracing)
- 529=Full-Service ACS - RSR 2 (Full-no IMb Tracing)
- 539=Traditional ACS - ASR 1 (IMb Tracing)

http://pe.usps.com/text/qsg300/Q507.htm

OK   Cancel

Need help getting setup?
https://gateway.usps.com

?   OK   Cancel

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Political And Ballot Service Types.

Use Service Type From Field

* use correct STID for Cass/Non Cass

Thank You !

https://www.accuzip.com

805.461.7300 (Support)
800.233.0555 (Sales)
support@accuzip.com
sales@accuzip.com

info@buylists.com
https://www.buylists.com/#/

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1992-2023
31
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YEARS
IN BUSINESS