

Intelligent Mail® barcodes and Mailer ID Usage

The Mailer ID is a field within the Intelligent Mail® barcodes that is used to identify Mail Owners and/or Mailing Agents. The IDs are assigned by the USPS to each Mail Owner and/or Mailing Agent that requests them. A Mailer ID can be a 9-digit field or a 6-digit field. The USPS assigns 6-digit or 9-digit Mailer IDs based upon the mail volume of the mailer. Mailer ID's are used in the Intelligent Mail® barcode, Intelligent Mail® Tray barcode, Intelligent Mail® Container barcode and Intelligent Mail® Package barcode.

Mailer IDs can be obtained by contacting the *PostalOne!*® Help Desk at 800-522-9085 for letter and flat barcodes or the Confirmation Services Help Desk at 877-264-9693 for package barcodes. If you wish to subscribe to one of the services listed below, contact the appropriate toll-free number:

OneCode Confirm™	800-238-3150
OneCode ACS™	800-331-5746

Mailer ID (MID) Assignment Guidelines for Letters and Flats

A single 6-digit or 9-digit MID will be assigned to any Mail Owner and/or Mailing Agent for use with Intelligent Mail® barcodes on any of their mailpieces, trays, sacks, tubs, or containers.

A 6-digit or 9-digit MID will be assigned to Mail Owners and/or Mailing Agents based on their annual mail volume:

- A Mail Owner who mails 10 million or more pieces annually will be assigned a 6-Digit MID. A Mail Owner can request additional 6-digit Mailer IDs based upon need with a maximum of one MID per 10 million pieces in annual mail volume.¹
- A Mail Owner who mails less than 10 million annually will be assigned a 9-Digit MID. A Mail Owner can request additional 9-digit Mailer IDs based upon need with a maximum of one 9-digit MID per 1 million pieces in annual mail volume.
- A Mailing Agent at a location which mails 10 million or more mailpieces annually will be assigned one 6-Digit MID. A Mailing Agent can request additional 6-digit Mailer IDs based upon need with a maximum of 1 MID per 10 million pieces per mailing location.
- A Mailing Agent at a location which mails less than 10 million pieces annually will be assigned one 9-Digit MID. A Mailing Agent can request additional 9-digit Mailer IDs based upon need with a maximum of 1 MID per 1 million pieces per mailing location.

All 6-digit MIDs assigned by USPS® will begin with '0' through '8'. All 9-digit MIDs will begin with '9'.

Mail Owners and Mailing Agents are encouraged to use the Mail Owner's MID in the Intelligent Mail® barcode. Mailing Agents should provide Mail Owner identification information in the electronic mailing documentation.

Mailer ID (MID) Assignment Guidelines for Parcels

A single 9-digit MID will be assigned per Mail Owner and/or Mailing Agent per location for use with Confirmation and Extra Services barcodes.²

Consolidators and 3PLs (3rd party logistics providers) who induct mail for multiple Mail Owners may request a unique MID for each of their Mail Owners identifying their by/for relationship.²

¹ Requests for additional MIDs will be evaluated on a case-by-case basis.

² Under unique circumstances, a 6-digit MID may be authorized for customized solutions with approval from the Manager of Product Information Requirements. Use of a 6-digit ID will require the authorized shipper to include the Mail Owners MID in electronic manifest file submitted by the shipper.

Frequently Asked Questions

1. Question: I have heard about Mailer ID's for use Intelligent Mail barcodes? Who do I contact for more information?

1. Answer: You can find out more about Mailer IDs by contacting the *PostalOne!*® Help Desk at 800-522-9085 for letter and flat barcodes or the Confirmation Services Help Desk at 877-264-9693 for package barcodes. If you wish to subscribe to one of the services listed below, contact the appropriate toll-free number:

OneCode Confirm™	800-238-3150
OneCode ACS™	800-331-5746

2. Question: If I am a current OneCode Confirm™ subscriber do I have to obtain a new Mailer ID (MID) for use in the Intelligent Mail® barcode?

2. Answer: No. The USPS is transitioning all systems to support the 6-digit and 9-digit Mailer ID formats for use in the Intelligent Mail® barcodes. Existing OneCode Confirm™ subscribers will have a "0" appended to the beginning of the subscriber ID for use as an MID in the Intelligent Mail® barcode. You can use the Service Type indicator in the Intelligent Mail® barcode to selectively enable the OneCode Confirm™ service.

3. Question: If I am not currently a OneCode Confirm™ subscriber and have been assigned a 9-digit Mailer ID for use in my Intelligent Mail barcodes, can I use this same ID to obtain tracking information on my mailpieces if I later purchase the OneCode Confirm™ service?

3. Answer: No., not at this time. The USPS is working to support this in the future. Currently, the USPS will assign you a new 6-digit Confirm subscriber ID when you purchase the OneCode Confirm™ service and you will need to use this subscriber ID for pieces that you wish to enable for Confirm tracking.

4. Question: If I am not currently a OneCode Confirm™ subscriber and have been assigned a 6-digit Mailer ID for use in my Intelligent Mail® barcodes, can I use this same ID to obtain tracking information on my mailpieces if I later purchase the OneCode Confirm™ service?

4. Answer: At the time you apply for the Mailer ID and qualify for a 6-digit ID, please indicate your interest in signing up for the OneCode Confirm™ service. The USPS will assign you a new 6-digit Mailer ID that is compatible with the OneCode Confirm™ service. You will still need to subscribe and activate the MID with the OneCode Confirm™ service in order to receive your tracking data through OneCode Confirm™.

5. Question: If I'm already signed up for OneCode ACS™ and have received a 6-digit subscriber ID, can I use this same ID on my Intelligent Mail® barcodes even if I don't want to subscribe to OneCode ACS™ for all mail pieces?

5. Answer: You can use your OneCode ACS™ subscriber ID as the MID in your Intelligent Mail® barcodes and use the Service Type Identifier field in the Intelligent Mail® barcode to selectively turn on and off OneCode ACS™. Careful consideration must be given to any endorsements that may be applied to mailpieces. Please call the OneCode ACS™ helpdesk for further clarification.

6. Question: If I am currently assigned an ACS™ 7-digit subscriber ID under the traditional ACS™ service, can I use that alpha ID as an MID in the Intelligent Mail® barcode, for OneCode ACS™ or OneCode Confirm™?

6. Answer: No. You cannot use the ACS™ 7-digit subscriber ID as it is an alpha-ID. The Intelligent Mail® barcode only supports numeric values.

7. Question: If I have been assigned a 9-digit ID for use in the Intelligent Mail barcode can I later purchase OneCode ACS™ and continue to use this 9-digit ID to purchase OneCode ACS™ for my mailpieces?

7. Answer: Yes, you will be able to use your 9-digit MID in your Intelligent Mail barcode to purchase OneCode ACS™. The USPS will accommodate 9-digit Mailer ID's for use in OneCode ACS™.

8. Question: If I have been assigned a 6-digit Mailer ID and later wish to purchase OneCode ACS™ can I use the same Mailer ID?

8. Answer: Yes. If you are using the same ACS treatment on all mailpieces or across multiple classes of mail you can use the same Mailer ID. The exception to this would be if you are purchasing OneCode ACS™ for multiple mail classes or within one class of mail on multiple mail pieces requiring different mailpiece disposition treatments. If you want different treatments for the different classes of mail or if you want different treatments for mailpieces within the same class, you will need a Mailer ID for each endorsement that reflects the desired treatment. Contact the OneCode ACS™ helpdesk for additional information.

9. Question: If I have a OneCode Confirm™ 6-digit subscriber ID, can I use the same subscriber ID for OneCode ACS™?

9. Answer: Yes. If you are using the same ACS treatment on all mailpieces or across multiple classes of mail you can use the same Mailer ID. The exception to this would be if you are purchasing OneCode ACS™ for multiple mail classes or multiple mail pieces requiring different treatments. If you want different treatments for the different classes of mail or if you want different treatments within the same class, you will need a Mailer ID for each endorsement. Contact the OneCode ACS™ helpdesk for additional information.

10. Question: What classes of mail can OneCode ACS™ be used on and what ancillary service endorsements options that controls how a mailpiece is to be handled will be supported in the OneCode ACS™ program?

10. Answer: The below table provides the classes of mail and the ancillary service endorsement options that will be available for use within the OneCode ACS™ program.

	Address Service Requested			Change Service Requested		
	Options	1	2	Options	1	2
First-Class Letters	September 2006	Y	Y	October 2007 (Planned)	Y	Y
First-Class Flats	May 2007	Y	Y	May 2007	Y	Y
Periodical Letters	May 2007	Y	NA	Not Applicable		
Periodical Flats	May 2007	Y	NA	Not Applicable		
Standard Letters	October 2007 (Planned)	Y	NA	October 2007 (Planned)	Y	NA
Standard Flats	October 2007 (Planned)	Y	NA	October 2007 (Planned)	Y	NA
Package Services With Intelligent Mail barcode	Not Available.					

11. Question: If I am a OneCode ACS™ participant and uniquely barcode my mailpiece and it undergoes a change of address will I get the original barcode information in addition to the changed barcode?

11, Answer: Yes, with some exceptions. OneCode ACS™ notices provided back to you are designed to provide the entire 31 digits from the original IM™ barcode. Currently, a small percentage of OneCode ACS™ notices may not include the original barcode ID, Service Type, and Delivery Point ZIP Code values. By fall of 2008 the OneCode ACS™ notices will contain all 31 digits from the original IM™ barcode. All OneCode ACS™ notices of a customer's change of address will include at minimum the Sequence Number within the original barcode. In addition, both the old and new address information is provided in the OneCode ACS™ record returned to you.

12. Question: I currently have a DUNS number that I use for my Intelligent Mail® Package barcodes, do I have to get a different MID?

12. Answer: No. Existing Mail Owners and/or Mailing Agents that are using their DUNS Numbers for identification in their Intelligent Mail® Package barcodes will be allowed to continue their use of their 9 digit DUNS as their MID. These existing DUNS will be grand-fathered for Mail Owners and/or Mailing Agents to use only on their parcel mailings. The grand-fathered 9-digit DUNS whose first digit is '0' through '8' is not allowed for use on Mail Owner and/or Mailing Agents Letter or Flat mail volume. If needed, a new MID will be assigned for use in the Intelligent Mail® barcode on Letter and Flat mailings.

13. Question: Can I use the DUNS number assigned for my Intelligent Mail® Package barcodes as the MID in Intelligent Mail® barcodes for my Letter and Flat mailings?

13. Answer: Yes, as long as you were assigned a 9-digit ID beginning with "9"

14. Question: I was previously assigned a 6-digit MID for my Letter and Flat mailings. Can I use this MID for my Intelligent Mail® Package barcodes?

14. Answer: No. Intelligent Mail® Package barcodes for Confirmation and Extra Services require a 9-digit MID. You can get a new MID for your package barcodes by contacting the Confirmation Services Help Desk at 877-264-9693.