

USPS Package Returns Comparison Checklist

A: Determine which USPS product is most beneficial.

Product Features	Merchandise Return Service	USPS Return Services	Parcel Return Service	Parcel Return Service-Full Network (NSA Only)	Business Reply Mail Parcels	Bulk Parcel Return Service (Endorsement Only)	First-Class Package Return Flat Rate Service up to 11b (NSA Only)
Minimum Annual Returns Volume							
- 10,000		✓				✓	
Postage Calculation							
- Individual weight and rate	✓		✓		✓		✓
- Average price		✓		✓			
- Postage Due Weight Averaging							
- Flat Fee						✓	✓
Service Standards							
- Priority Mail Return Service 1–3 days	✓	✓			✓		
- First-Class Mail parcel 1–3 days ¹					✓		
- First-Class Package Return Service 1–3 days ¹	✓	✓					✓
- Standard Post 2–9 days						✓	
- Ground Return Service 2–9 days	✓	✓		✓			
- Parcel Return Service			✓				
- Parcel Select Lightweight						✓	
Intelligent Mail Package Barcode (IMpb)							
- IMpb	✓	✓	✓	✓	✓	✓	✓

B: Complete the onboarding steps.

Onboarding Steps							
1	Establish permit						
	- Return Services (RS)	✓	✓	✓	✓		✓
	- Business Reply Mail (BRM)					✓	
2	Submit letter of application			✓	✓		✓
3	Enroll via Business Customer Gateway (BCG)			✓			✓
4	Establish postage payment account			N/A	✓		✓
	- Advance deposit account	✓	✓			✓	
	- Centralized Account Processing System (CAPS) account, trust or debit	Optional	✓	Determined by PRS vendor	✓	Optional	Optional
5	Electronic Verification System (eVS)			✓			
6	Establish mailer ID (MID)	✓	✓	✓	✓	✓	
7	Request scan data extract file	✓	✓	✓	✓	✓	
8	Determine label print method(s)						
	- USPS Application Programming Interface (API)	✓	✓		✓	✓	
	- Merchant Returns Label Tool	✓	✓		✓		✓
	- Print and Deliver Return Label Service		✓	✓			
	- Click-N-Ship for Business	✓					
	- Privately printed labels (certification required)	✓	✓	✓	✓	✓	✓
	- Unique ZIP Code and client ID code			✓			
9	Establish access to BCG reports		✓		✓		
	- Scan Based Payment (SBP) reports						
	- PostalOne! reports	✓	✓	✓	✓	✓	✓
	- eVS reports			✓			
10	Specify processing and delivery details						
	- Select destination pickup locations (RNDC every 48 hours ¹ ; RSCF every 24 hours ¹ ; RDUs as agreed)			✓			
	- Submit PS Form 3801, <i>Standing Delivery Order</i> , at each pickup facility			✓			
	- Finalize package capture and delivery details				✓		
	- Certify shipping services file and labels			✓			
11	Sign service agreement			✓			✓

¹Contiguous 48 states

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