

# Post Office Locator V2

**USPS Web Tools™**

**Application Programming Interface**

**User Guide**

**Version 6.8 (10/30/2023)**



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## 1.0 Introduction

This document provides the definition of the USPS Web Tools Post Office (PO) Locator Version 2 API. This service is considered a hybrid since both the WebTools system and the PO Locator system, including an external location service provider, are involved in processing the requests. The location, service, and hour information maintained by the PO Locator system is a subset of information maintained in the USPS Facilities Database (FDB) sources. The information is updated on a regular basis, so that the information returned to the caller reflects that which is maintained by the data providers.

### 1.1 Before you get started:

The Web Tools Post Office Locator API requires additional API permissions. Integrators should contact [USPS Internet Customer Care Center](#) and follow the below instructions to submit a request for Web Tools POLocatorV2Ext API access.

1. Select “USPS.com” then “Web Tools (APIs)” – reference [Email Us | Web Tools Inquiry \(usps.com\)](#).
2. In the “Account Information”, specify your Web Tools USERID.
3. In the “Issue Information”, specify “API Authorization and Testing” and “Authorization error messages”.
4. In the “Additional Information” section include the following:
  - API Access being requested: Specify “POLocatorV2Ext API” or “Post Office Locator API”
  - Indicate expected API volume
  - Indicate use-case (i.e., how API will be used)
  - Provide Mailer ID (MID) if you have one

For additional USPS Web Tools information, please refer to the [Step-By-Step guide](#) found on the [Technical Documentation](#) section of the Web Tools page on [usps.com/webtools](#).

## 2.0 Post Office Locator API - External

### 2.1 Overview

Post Office Locator External requests require address componets to be supplied for the Facility information to be returned

#### 2.1.1 API Signature

Scheme	Host	Path	API	XML
https://	secure.shippingapis.com	/ShippingAPI.dll?	API=POLocatorV2Ext	&XML=(see below)

### 2.2 Request Descriptions

Tag Name	Occurs	Description	Type	Validation
POLocatorV2ExtRequest	Required	API=POLocator  The PO Locator web service returns USPS facilities within a given radius of a given point. Optionally, filters can be requested to limit the results. There are several request formats such as five-digit ZIP, address, and Latitude/Longitude.	(Group)	

Tag Name	Occurs	Description	Type	Validation
POLocatorV2ExtRequest / USERID	Required	This attribute specifies your Web Tools user ID. See the <a href="#">Developer's Guide</a> for information on obtaining your USERID. For Example: USERID="XXXXXXX"	NMTOKEN	
POLocatorV2ExtRequest / PASSWORD	Optional	This attribute specifies your Web Tools password. See the <a href="#">Developer's Guide</a> for information on your Password. For Example: PASSWORD="XXXXXXX"	NMTOKEN	
POLocatorV2ExtRequest / Revision	Optional		Integer	Enumerations= <ul style="list-style-type: none"> <li>• 0</li> <li>• 1</li> </ul>
POLocatorV2ExtRequest / (choice)	Required	This choice represents the calling sequence. <ol style="list-style-type: none"> <li>1. <b>(Address Components)</b> <ul style="list-style-type: none"> <li>○ Firm Name</li> <li>○ Address 1</li> <li>→ Address 2 (Required)</li> <li>→ City (Required)</li> <li>→ State (Required)</li> <li>→ Zip 5 (Required)</li> <li>○ Zip 4</li> <li>○ Urbanization</li> </ul> </li> </ol>	(Choice)	
POLocatorV2ExtRequest / FirmName	Optional	Company name.	String	whiteSpace=collapse minLength=1 maxLength=32
POLocatorV2ExtRequest / Address1	Optional	Secondary address unit designator and number (such as an apartment or suite number (APT 202, STE 100)).	String	whiteSpace=collapse minLength=1 maxLength=32
POLocatorV2ExtRequest / Address2	Optional	Street number and name. Includes predirectional, suffix, and postdirectional for the address or rural route and box number (RR 5 BOX 10), highway contract route and box number (HC 4 BOX 45), or post office box number (PO BOX 458). Required if requesting "Address Components"	String	whiteSpace=collapse minLength=1 maxLength=32
POLocatorV2ExtRequest / City	Required	The city is any acceptable mailing name for the 5-digit ZIP code. Required if requesting "Address Components"	String	whiteSpace=collapse minLength=1 maxLength=21
POLocatorV2ExtRequest / State	Required	Use only official USPS state name abbreviations. Required if requesting "Address Components"	String	whiteSpace=collapse pattern=\w{2}
POLocatorV2ExtRequest / ZIP5	Required	ZIP5 is Required unless City/State is specified. Required if requesting "Address Components"	String	pattern=\d{5}

Tag Name	Occurs	Description	Type	Validation
POLocatorV2ExtRequest / ZIP4	Optional	Last four digits of a complete ZIP+4 code.	String	minLength=0 pattern=\d{4}
POLocatorV2ExtRequest / Urbanization	Optional	Urbanization Code	String	minLength=1 maxLength=28
POLocatorV2ExtRequest / Radius	Optional	Specify in integral miles. Required if request is exclusive to Latitude / Longitude or if requesting "Address Components"	Positive Integer	
POLocatorV2ExtRequest / MaxLocations	Optional	Specifies the maximum number of locations desired in the response. Required if request is exclusive to Latitude / Longitude or if requesting "Address Components"	Positive Integer	default=10 maxInclusive=200
POLocatorV2ExtRequest / Filters	Required	Group that identifies the facility type(s), service(s), and hours criteria. Valid filters are: <ul style="list-style-type: none"> <li>• FacilityType</li> <li>• Service (Note: effective 10/22/20)</li> <li>• Hours</li> </ul> One filter or all filters may be requested	(Group)	
POLocatorV2ExtRequest / Filters /FacilityType	Optional, repeating up to 7 times	Specifies the value(s) for the facility filter to be applied.	String	whiteSpace=collapse Enumeration= <ul style="list-style-type: none"> <li>• PO</li> </ul>
POLocatorV2ExtRequest / Filters /Service	Optional	Specifies the values for the service filter to apply. Only facilities supporting the service(s) indicated in this tag will return in response. When not indicated, all services returned; i.e no service filter applied to facilities returned.  <b>*Note:</b> Effective October 22, 2020	String	Default=no service filter applied Enumerations= <ul style="list-style-type: none"> <li>• GIFTCARDS</li> <li>• LBRORETAIL</li> <li>• LBROSSK</li> </ul>
POLocatorV2ExtRequest / Filters /Hours	Optional	Specifies the type of hours filter to apply.	String	whiteSpace=collapse Enumerations= <ul style="list-style-type: none"> <li>• ALL</li> <li>• 24HR</li> <li>• SATURDAY</li> <li>• SUNDAY</li> <li>• AFTER5PM</li> </ul>
POLocatorV2ExtRequest / Filters	Required		(Group)	
POLocatorV2ExtRequest	Required		(Alias)	

### 2.2.1 Sample Request

```
<POLocatorV2ExtRequest USERID="XXXXXXXXX" PASSWORD="">
  <Revision>1</Revision>
  <Address2>212 Charles St</Address2>
  <City>Baltimore</City>
  <State> MD </State>
  <Radius>2</Radius>
```

```
<MaxLocations>2</MaxLocations>
<Filters>
  <FacilityType>PO</FacilityType>
</Filters>
</POLocatorV2ExtRequest>
```

## 2.3 Response Descriptions

Tag Name	Occurs	Description	Type	Validation
POLocatorV2ExtResponse	Required	Response document from PO Locator web service	(Group)	
POLocatorV2ExtResponse / Locations	Required	The zero or more locations that match the request criteria.	(Group)	
POLocatorV2ExtResponse / Locations / Location	Optional repeating up to 200 times	In ascending order by Distance.	(Group)	
POLocatorV2ExtResponse / Locations / Location / LocationName	Required	Company, Station, Firm name, as appropriate.	String	
POLocatorV2Response / Locations / Location / LocationSubType	Optional	Facility Sub Type	String	minOccurs=0
POLocatorV2ExtResponse / Locations / Location / Address1	Optional	Secondary address line.	String	
POLocatorV2ExtResponse / Locations / Location / Address2	Required	Primary address line.	String	
POLocatorV2ExtResponse / Locations / Location / City	Required	Name of city.	String	
POLocatorV2ExtResponse / Locations / Location / State	Required	Official USPS abbreviation.	String	
POLocatorV2ExtResponse / Locations / Location / ZIP5	Required	Five-digit ZIP.	String	
POLocatorV2Response / Locations / Location / Services / Services	Required	One Service tag for each service available.	(Group)	
POLocatorV2Response / Locations / Location / Services / Service / name	Required	Keyword specifying the available services for a facility. <b>Note:</b> Services supported by a facility will return effective October 22, 2020.	String	Enumerations= <ul style="list-style-type: none"> <li>• GIFTCARDS</li> <li>• LBRORETAIL</li> <li>• LBROSSK</li> </ul>
POLocatorV2ExtResponse / Locations / Location / Hours	Optional	Contains sets of hours of operations.	(Group)	

Tag Name	Occurs	Description	Type	Validation
POLocatorV2ExtResponse / Locations / Location / Hours / Set	Required once repeating up to unbounded times	A set of hours representing the availability of services.	(Group)	
POLocatorV2ExtResponse / Locations / Location / Hours / Set / name	Required	Keyword indicating what the set of hours represent.	String	whiteSpace=collapse Enumerations= <ul style="list-style-type: none"> <li>• BUSINESS</li> <li>• WINDOWSSERVICE</li> </ul>
POLocatorV2ExtResponse / Locations / Location / Hours / Set / MO	Required	Two open-close pairs are available per day of week. This is service specific hour information	See Appendix A	
POLocatorV2ExtResponse / Locations / Location / Hours / Set / TU	Required	Two open-close pairs are available per day of week. This is service specific hour information	See Appendix A	
POLocatorV2ExtResponse / Locations / Location / Hours / Set / WE	Required	Two open-close pairs are available per day of week. This is service specific hour information	See Appendix A	
POLocatorV2ExtResponse / Locations / Location / Hours / Set / TH	Required	Two open-close pairs are available per day of week. This is service specific hour information	See Appendix A	
POLocatorV2ExtResponse / Locations / Location / Hours / Set / FR	Required	Two open-close pairs are available per day of week. This is service specific hour information	See Appendix A	
POLocatorV2ExtResponse / Locations / Location / Hours / Set / SA	Required	Two open-close pairs are available per day of week. This is service specific hour information	See Appendix A	
POLocatorV2ExtResponse / Locations / Location / Hours / Set / SU	Required	Two open-close pairs are available per day of week. This is service specific hour information	See Appendix A	
POLocatorV2ExtResponse / Locations / Location / Hours / Set / (sequence)	Optional	If this set of hours has a limited duration, it is indicated by the start and end dates.	(group)	
POLocatorV2ExtResponse / Locations / Location / Hours / Set / (sequence) / Starting	Required	Effective date for these hours.	Date	
POLocatorV2ExtResponse / Locations / Location / Hours / Set / (sequence) / Ending	Required	Date of last day the hours are in effect.	Date	

Tag Name	Occurs	Description	Type	Validation
POLocatorV2Response / TemporarilyClosed	Optional	Location Temporarily Closed  <b>Note:</b> Only returned when a facility is temporarily closed. If a facility is not temporarily closed, this tag will not be returned.	String	minOccurs=1 Enumeration= • Y
POLocatorV2Response / Filters / TemporarilyClosedDate	Optional	Effective date. A date of "YEAR-MONTH-DAY" will return when applicable.	String	minOccurs=0
POLocatorV2ExtResponse / Locations / Location / Parking	Optional	Type of parking accommodations, when available.	String	Enumerations= • LOT • STREET
POLocatorV2ExtResponse / Locations / Location / LBRORetail	Deprecated	Label Broker Retail  <b>Note:</b> This tag is deprecated. Now returned in Service field	Deprecated	
POLocatorV2ExtResponse	Required		(Alias)	

### 2.3.1 Sample Response

```

<POLocatorV2ExtResponse>
  <Locations>
    <Location>
      <LocationName>BROOKLYN CURTIS BAY</LocationName>
      <Address2>10 16TH AVE</Address2>
      <City>BROOKLYN</City>
      <State>MD</State>
      <ZIP5>21225</ZIP5>
      <Services>
        <Service name="GIFTCARDS"/>
        <Service name="LBRORETAIL"/>
      </Services>
      <Hours>
        <Set name="BUSINESS">
          <MO>
            <Open>10:00:00</Open>
            <Close>14:00:00</Close>
            <Open>15:15:00</Open>
            <Close>17:00:00</Close>
          </MO>
          <TU>
            <Open>10:00:00</Open>
            <Close>14:00:00</Close>
            <Open>15:15:00</Open>
            <Close>17:00:00</Close>
          </TU>
          <WE>
            <Open>10:00:00</Open>
            <Close>14:00:00</Close>
            <Open>15:15:00</Open>
            <Close>17:00:00</Close>
          </WE>
          <TH>
            <Open>10:00:00</Open>
            <Close>14:00:00</Close>
          </TH>
        </Set>
      </Hours>
    </Location>
  </Locations>
</POLocatorV2ExtResponse>

```



```
<Open>15:15:00</Open>
<Close>17:00:00</Close>
</TH>
<FR>
  <Open>10:00:00</Open>
  <Close>14:00:00</Close>
  <Open>15:15:00</Open>
  <Close>17:00:00</Close>
</FR>
<SA>
  <Open>10:00:00</Open>
  <Close>13:00:00</Close>
</SA>
<SU/>
</Set>
<Set name="WINDOWSSERVICE">
  <MO>
    <Open>10:00:00</Open>
    <Close>14:00:00</Close>
    <Open>15:15:00</Open>
    <Close>17:00:00</Close>
  </MO>
  <TU>
    <Open>10:00:00</Open>
    <Close>14:00:00</Close>
    <Open>15:15:00</Open>
    <Close>17:00:00</Close>
  </TU>
  <WE>
    <Open>10:00:00</Open>
    <Close>14:00:00</Close>
    <Open>15:15:00</Open>
    <Close>17:00:00</Close>
  </WE>
  <TH>
    <Open>10:00:00</Open>
    <Close>14:00:00</Close>
    <Open>15:15:00</Open>
    <Close>17:00:00</Close>
  </TH>
  <FR>
    <Open>10:00:00</Open>
    <Close>14:00:00</Close>
    <Open>15:15:00</Open>
    <Close>17:00:00</Close>
  </FR>
  <SA>
    <Open>10:00:00</Open>
    <Close>13:00:00</Close>
  </SA>
  <SU/>
</Set>
</Hours>
<Parking>LOT</Parking>
</Location>
<Location>
  <LocationName>BROOKLYN SOUTH</LocationName>
  <Address2>1500 CHERRY HILL RD</Address2>
  <City>BROOKLYN</City>
  <State>MD</State>
```

```

    <ZIP5>21225</ZIP5>
    <Services/>
    <Parking>NONE</Parking>
  </Location>
</Locations>
</POLocatorV2ExtResponse>

```

## 3.0 Error Responses

### 3.1 Overview

If an error is encountered during the processing of the search request, an error message will be returned. The format of the error response and examples of the most probable error responses are provided below.

#### 3.1.1 Error Response Parameters

Tag Name	Occurs	Description	Type	Validation
Error	Required once	The Error document is returned in response to any Web Tools request that cannot be completed.	(group)	
Error / Number	Required once	Number = the error number generated by the Web Tools server or its dependent services.	xs:hexBinary xs:integer	
Error / (choice)	Required once	This choice is necessitated by two forms of Error documents.	(choice)	
Error / (choice) / (sequence)	if used: Required once	First form has Source followed by Description.	(group)	
Error / (choice) / (sequence) / Source	Required once	Source = the component and interface that generated the error on the Web Tools server or a masked String when the error was generated by the PO Locator service.	String	minLength=0
Error / (choice) / (sequence) / Description	Required once	Description = the error description text.	String	minLength=0
Error / (choice) / (sequence)	if used: Required once	Second form has Description followed by Source.	(group)	
Error / (choice) / (sequence) / Description	Required once	Description = the error description text.	String	minLength=0
Error / (choice) / (sequence) / Source	Required once	Source = the component and interface that generated the error on the Web Tools server.	String	minLength=0
Error / HelpFile	Optional	HelpFile = generally not used, but reserved for future use.	String	minLength=0
Error / HelpContext	Optional	HelpContext = may contain additional information but generally reserved for future use.	String	minLength=0

### 3.1.2 Sample Error Response

**No locations found for the specified search criteria:**

```
<Error>  
<Number>800412df</Number>  
<Source>POLocator</Source>  
<Description>no locations found in the search criteria.</Description>  
</Error>
```

**Invalid XML specified (State tag omitted):**

```
<Error>  
<Number>80040ee3</Number>  
<Source>POLocator</Source>  
<Description>Invalid XML Request</Description>  
<HelpFile/>  
<HelpContext/>  
</Error>
```

**Unexpected Error**

```
<Error>  
<Number>80040320</Number>  
<Description>An unexpected system error has occurred. Please try again later or contact the System  
Administrator.</Description>  
<Source></Source>  
</Error>
```

## 4.0 Appendix A

### Hour Examples

Service hour information is returned as a set of nodes, one for each day of the week. The content within the daily nodes varies and may contain 0, 1, 2, or 4 elements. Interpretation of this information depends on the service identified, resulting in unique combinations used to identify specific situations.

A typical response for a service is shown below. Monday will be used in all format examples.

```
<MO>  
<Open>08:30:00</Open>  
<Close>17:00:00</Close>  
</MO>
```

This facility is open from 8:30 AM to 5 PM.

If the facility closes for lunch, two sets of Open and Close times will be returned.

```
<MO>  
<Open>08:00:00</Open>  
<Close>12:00:00</Close>  
<Open>13:00:00</Open>  
<Close>15:00:00</Close>  
</MO>
```

This facility opens at 8 AM, closed for lunch at noon, re-opens at 1 PM and closes for the day at 3 PM.

Services that only have one time associated with them, such as PO Box Delivery time and Last Collection time, only the Close element will be returned.

```
<MO>  
<Close>10:00:00</Close>  
</MO>
```

This service, likely to be PO Box Delivery time, has a completion time of 10 AM

If the service is not offered for a particular day, the response will indicate this with a null value day tag to indicate the service is not available on that day.