

**USPS CODING ACCURACY SUPPORT SYSTEM (CASS) SUMMARY REPORT:**

**A. SOFTWARE**

1. CASS Certified Company Name Pitney Bowes Software	2. CASS Cert. Software Name/Version Universal Addressing Module 6.04.00.M	3. Config: MMM
4. Z4CHANGE Certified Co. Name	5. Z4CHANGE Certified Software Name and Version:	6. Config:
7. DirectDPV Certified Co. Name	8. DirectDPV Certified Software Name & Version	9. Config:
10. eLOT Certified Company Name Pitney Bowes Software	11. eLOT Cert. Software Name/Version: Universal Addressing Module 6.04.00.M	12. Config: MMM

**B. LIST**

1. List Processor's Name The College Board	2. Date List Processed A. Master File 7/6/2011 B. Z4Change C. DirectDPV D. eLOT 7/6/2011	3. Date of Database A. ZIP+4 File May 2011 B. Z4Change C. DirectDPV D. eLOT May 2011
4. List Name or ID No. SAT June 2011	5. Number of Lists 1	6. Total Records Submitted 589200

**C. OUTPUT**

Output	1. Total	2. Validation	Output	1. Total	2. Validation
A. ZIP+4/DPV Confirmed	576354	From 7/6/2011 To 1/2/2012	D. 5-Digit Coded	578233	From 7/6/2011 To 7/5/2011
B. Z4CHANGE/ Processed	0		E. CR-RT Coded	578170	From 7/6/2011 To 10/4/2011
C. DirectDPV	0		F. eLOT Assigned	0	From 7/6/2011 To 10/4/2011

**D. MAILER**

1. Mailer's Signature	3. Name and Address of Mailer
2. Date Signed	
I certify that the mailing submitted with this form has been coded (as indicated above) using CASS-certified software meeting all of the requirements listed in the DMM Section 708.	

**E. QUALITATIVE STATISTICAL SUMMARY (QSS)**

FOR INFORMATIONAL PURPOSES ONLY: QSS IS SOLELY MADE AVAILABLE FOR THE LIST PROCESSOR'S REVIEW AND ANALYSIS. THIS INFORMATION IS NOT TO BE CONSIDERED BY THE POSTAL SERVICE PERSONNEL IN DETERMINING RATE ELIGIBILITY UNDER ANY CIRCUMSTANCES. SEE FOLLOWING PAGE(S) FOR DETAILED EXPLANATION.

HIGH RISE DEFAULT	HIGH RISE EXACT	RURAL RTE DEFAULT	RURAL RTE EXACT	LACS/ LACSLINK	EWS	SUITELink
21642	23462	0	278	3231	0	0

## INSTRUCTIONS

### A. Software

- 1,4,7. Company Name: Enter the name for each kind of software, as it appears on the CASS/MASS certificate.
- 2,5,8. Software Name and Version: Enter name and version used for each kind of software, as it appears on the CASS/MASS certificate.
- 3,6,9. Configuration: Enter the specific software configuration parameter settings as it appears on the CASS/MASS certificate.

NOTE: If information entered in this section represents the list processing of more than one certified company, attach a list of company names, software names and versions, as well as the configuration to code the address information used in the mailing.

### B. List

1. List Processor's Name: Enter the name of the company that coded the address list(s) and/or performed ZIP+4 matching, using CASS-certified software. Attach a list if additional space is required.
2. Date List Processed: Enter the processing date for each list. If multiple lists, enter the oldest date from the list.
3. Date of Database Product Used: Enter the version date of each database package used for processing. If multiple lists, enter the oldest version date from the lists.
4. List Name or ID No: Print the name or identification number of the address list. If more than one list is used, leave blank. If the identification number is used, the number MUST be preceded by 'ID#'.
5. Number of Lists: Enter the number of lists used to produce the mailing.
6. Total Records Submitted for Processing: Enter the total number of address records (from all lists in item B5) submitted at the time the list(s) was coded.

### C. Output

1. Total Coded: Enter the total number coded.
2. Validation Period: Enter the effective dates as shown below.

#### ZIP+4 Coded

- From Date - 30 days before (the 15th of each month or bi-monthly) or no later than 105 days after the file date.  
To Date - 180 days after from the ZIP+4 "From" date.

#### Total Delivery Point Barcoded

- From Date - 30 days before (the 15th of each month or bi-monthly) or no later than 105 days after the ZIP+4 product file date.  
To Date - 180 days after the DPBC valid "From" date.

#### Five-Digit Coded

- From Date - 30 days before (the 15th of each month or bi-monthly) or no later than 105 days after the ZIP+4, Five-digit ZIP, or the Carrier Route product date.  
To Date - 365 days after the Five-Digit valid "From" date.

#### Total Carrier Route Coded

- From Date - 30 days before or up to 105 days after the ZIP+4, Five-digit ZIP, or the Carrier Route product date (the 15th of each month or bi-monthly) or up to 105 days after the file date.  
To Date - 90 days after the Carrier Route Valid "From" date.

#### Enhanced Line Of Travel (eLOT) Sequence No. Assigned

- From Date - 30 days before or up to 105 days after the eLOT file product date (the 15th of each month or bi-monthly).  
To Date - 90 days after the eLOT valid "From" date.

### D. Mailer

1. Signature: Signature of individual who processed the list, or the mailer's representative.
2. Date Signed: Enter the date this form is signed.
3. Name & Address of Mailer: Enter the name and address of the individual whose signature appears in item D1.

## INSTRUCTIONS

### *E. Qualitative Statistical Summary (QSS)*

This information allows mailers and list processors to evaluate the quality of their address list processed through CASS software before its contents enter the mailstream. A significant number of highrise and/or rural route default matches, although these addresses remain eligible for postal automation rate discounts at this time, increase the costs and reduce the efficient delivery of this mail. Mailers should research to obtain secondary unit designator address information or highrise addresses and specific box number information for rural route addresses which are coded to default records on the National ZIP + 4 File.

### Locatable Address Conversion System (LACS)

Entries in this box show the number of addresses which have been converted from primarily rural route and box number to standard city style addresses under the National Emergency 911 program. Mailers should make every effort to obtain current address information from a LACS vendor. Please visit our web site at [ribbs.usps.gov/files/lacs](http://ribbs.usps.gov/files/lacs) for more information.

### LACSLink System

Entries in this box show the number of addresses which have been converted through the LACSLink process. LACSLink is a data product provided by the postal service to allow addresses that have been converted due to USPS changes or for 911 emergency systems to be linked with their new addresses.

### Early Warning System (EWS)

Entries in this box show the number of addresses on the processed address list that are new addresses not in the current US Postal Service's ZIP + 4 File. These addresses are, however, valid addresses as formatted and should not be changed in any way since the Postal Service will assign ZIP + 4's to these addresses on the next monthly ZIP + 4 File.

### Delivery Point Validation (DPV)

Entries in this box show the number of records delivery point confirmed. Only DPV enabled software will return a value in this box (Check with your software vendor for obtaining this option). These address records are valid delivery points by the US Postal Service. Addresses that are not confirmed by DPV are either new addresses not available on the current Delivery Sequence File, or are not valid and the list holder should further investigate to determine the accuracy of these addresses. Presently, the Postal Service is not requiring delivery point validation for rate eligibility. However, this policy is subject to change and mailers should make every effort to ensure the quality of their address list(s).

### Residential Delivery Indicator (RDI)

Entries in this box show the number of addresses on the processed address list that are residential. RDI is designed to be used in conjunction with CASS-Certified ZIP + 4 or DPV enabled address matching software. RDI will assist users/licensees in shopping for the lowest delivery cost for a specific address by identifying whether that address is listed as business or residential in the USPS Address Matching System database. In order to enter into the process to develop RDI-enabled software, you must be a developer of currently CASS-Certified address matching software.