UNITED STATES
POSTAL SERVICE

Mail Entry & Payment Technology
US Postal Service Headquarters
475 L'Enfant Plaza SW, Rm 3707
Washington, DC 20260-0911

ATTN: Postal Affairs Coordinator
LABOR LAW POSTER SERVICE
5859 W SAGINAW HWY STE 343
LANSING MI 48917-2460
UNITED STATES

February 2013

Dear Postal Customer:

The Full-Service mailing option provides you with the lowest automation discount price, address correction for Full-Service mailpieces, and visibility into your mailings. To encourage you to convert to Full-Service or to grow your existing Full-Service volume, the Postal Service is proposing to offer you a postage credit, entitled Full-Service Technology Credit (Tech Credit). This credit is proposed to be available for a one-year period from June 2013 through May 2014, pending approval from the Postal Regulatory Commission.

Should this program be approved, LABOR LAW POSTER SERVICE will be eligible to redeem a Tech Credit. You are eligible for this credit because our records indicate that you were identified as the "Permit Holder" or "Mailing Agent" for more than 125,000 qualifying pieces from October 1, 2011 through September 30, 2012. Please reference your qualifying information below:

- **CRID**: 3031771
- **Permit Holder Volume**: 217,144
- **Mailing Agent Volume**: -
- **Tech Credit Amount**: $2,000

To redeem your Full-Service Tech Credit, prepare and submit Full-Service mailings between June 1, 2013 and May 31, 2014 that meet the following criteria:
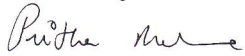
- The permit used to pay for the mailing is linked to the CRID listed above
- The mailing contains 90% or more qualifying Full-Service pieces
- The mailing documentation must be submitted through Mail.dat or Mail.XML

The Full-Service Tech Credit will be automatically applied upon submission of an eligible mailing during the redemption period – you will not need to make any changes to your electronic mailing documentation to successfully apply this credit on a qualified statement.

Mailers interested in taking advantage of Intelligent Mail Full-Service should talk to their software vendors or developers to find a solution that works best for them. The Postal Service has launched a voluntary process for software vendors to validate their Full-Service solutions. A list of these vendors and products can be found on RIBBS under Certifications > Electronic Documentation & Full-Service.

An overview of the Tech Credit program is included with this letter – additional information can be found at https://ribbs.usps.gov. If you have any questions regarding your Tech Credit eligibility, please contact the *PostalOne!* Help Desk at postalone@usps.gov or at 1-800-522-9085 – select the Tech Credit option.

Sincerely,

Pritha Mehra
Vice President, Mail Entry & Payment Technology

Full-Service Technology Credit

Program Overview

In order to encourage the adoption of Full-Service mailing standards, the Postal Service is proposing to offer a Full-Service Technology Credit, commonly known as a Tech Credit. Pending Postal Regulatory Commission (PRC) approval, Tech Credits may be redeemed as a postage credit during a twelve-month period when a qualified business location submits a postage statement that contains ninety-percent-or-more Full-Service pieces.

Qualification Process

Historical mail volume from October 1, 2011 through September 30, 2012 has been evaluated for every business location, as defined by its USPS Customer Registration Identification number (CRID). Regardless of each mailer's current Full-Service status, qualifying mail volume for all Permit Holders and Mailing Agents (as defined on a postage statement) has been totaled across each business location's permit profile.

All permits and all business locations have been considered for the Tech Credit Program. Each business location that exceeded 125,000 pieces of qualifying mail volume during the evaluation period will be eligible to redeem one (1) Tech Credit amount.

Qualifying Volume

The following Full-Service-eligible mail products have been be counted towards each business location's total qualifying mail volume:

- First-Class Mail Automation Letters, Cards, & Flats

- Standard Mail Automation Letters & Flats
  - Includes Automation Enhanced Carrier Route (ECR) Letters, ECR High-Density & Basic Flats
  - Does not include Saturation Flats

- Periodical Automation/Barcoded Letters & Flats
  - Includes ECR Letters & Flats

- Bound Printed Matter (BPM) Barcoded Flats

The qualifying mail volume for each permit associated with a single business location has been aggregated and used to determine the business location's qualification status.

Tech Credit Amounts

Each business location, as defined by its CRID, may be eligible to redeem one Tech Credit based on its total qualifying mail volume for the period October 1, 2011 to September 30, 2012, as follows:

- 125,001 – 500,000 qualifying pieces = $2,000 postage credit
- 500,001 – 2,000,000 qualifying pieces = $3,000 postage credit
- 2,000,000+ qualifying pieces = $5,000 postage credit

Tech Credit Redemption

The Tech Credit redemption period is currently proposed to run from June 1, 2013 through May 31, 2014. During this period, a qualified business location may redeem its Tech Credit amount as a postage credit on a postage statement that meets the following criteria:

- The Permit Holder permit, or paying permit, is linked to a qualified business location
- The postage statement contains 90%-or-more Full-Service pieces
- The postage statement submission type is Mail.dat or Mail.XML

Tech Credit amounts will be applied to qualified statements after all other discounts and incentives have been reflected. The Tech Credit will automatically be applied in-full upon submission of an eligible statement – no changes to the Mail.dat or Mail.XML submission will be required. A partial Tech Credit amount will be applied to qualified statements if the Tech Credit amount is greater than the total postage for the postage statement.

When a qualified Metered or Precanceled Stamp payment account is used as the paying permit on a qualified statement during the redemption period, the Tech Credit amount will only be applied to any additional postage that is due. Any unused credit amounts will expire on June 1, 2014.

Resources

Detailed information regarding the Tech Credit Program has been posted to RIBBS. Please navigate to https://ribbs.usps.gov/intelligentmail_latestnews/documents/tech_guides/techcredit/techcredit.htm.

Specific information regarding your business location's eligibility status can also be retrieved by initiating an online inquiry via the RIBBS link shown above or by contacting the *PostalOne!* Help Desk at 1-800-522-9085 – select the Tech Credit option.