

Postal Customer Council (PCC)

Enterprise Payment System



Agenda

- Enterprise Payment System (EPS)
- Commercial Mailings on EPS
 - Account Set-up
 - Transactions
 - Reports
- Electronic PO Boxes (ePOBOL) on EPS
 - Account Set-up
- Address Quality Service (AQS) on EPS
 - Account Set-up
- Enterprise Payment Resources





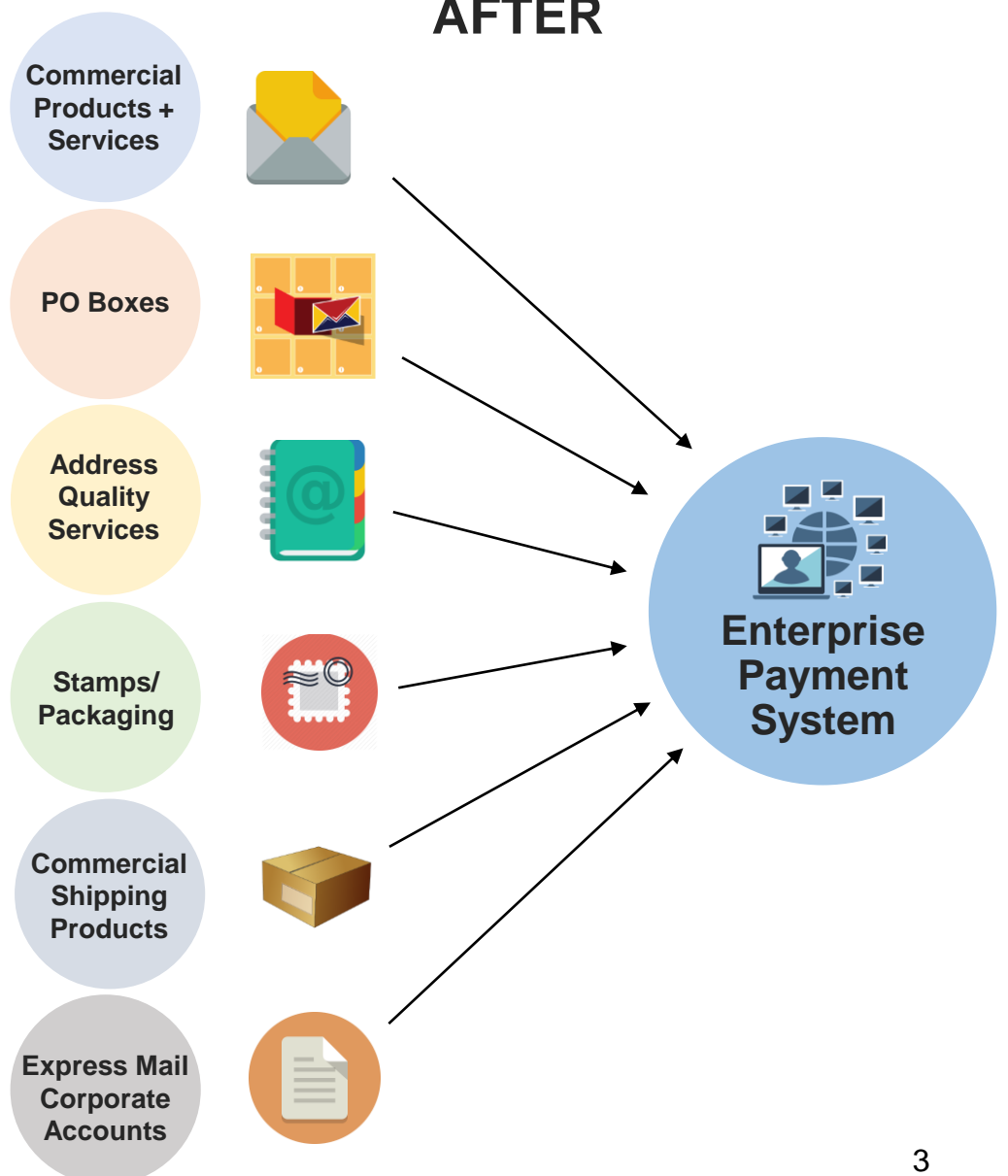
Enterprise Payment System (EPS)



BEFORE



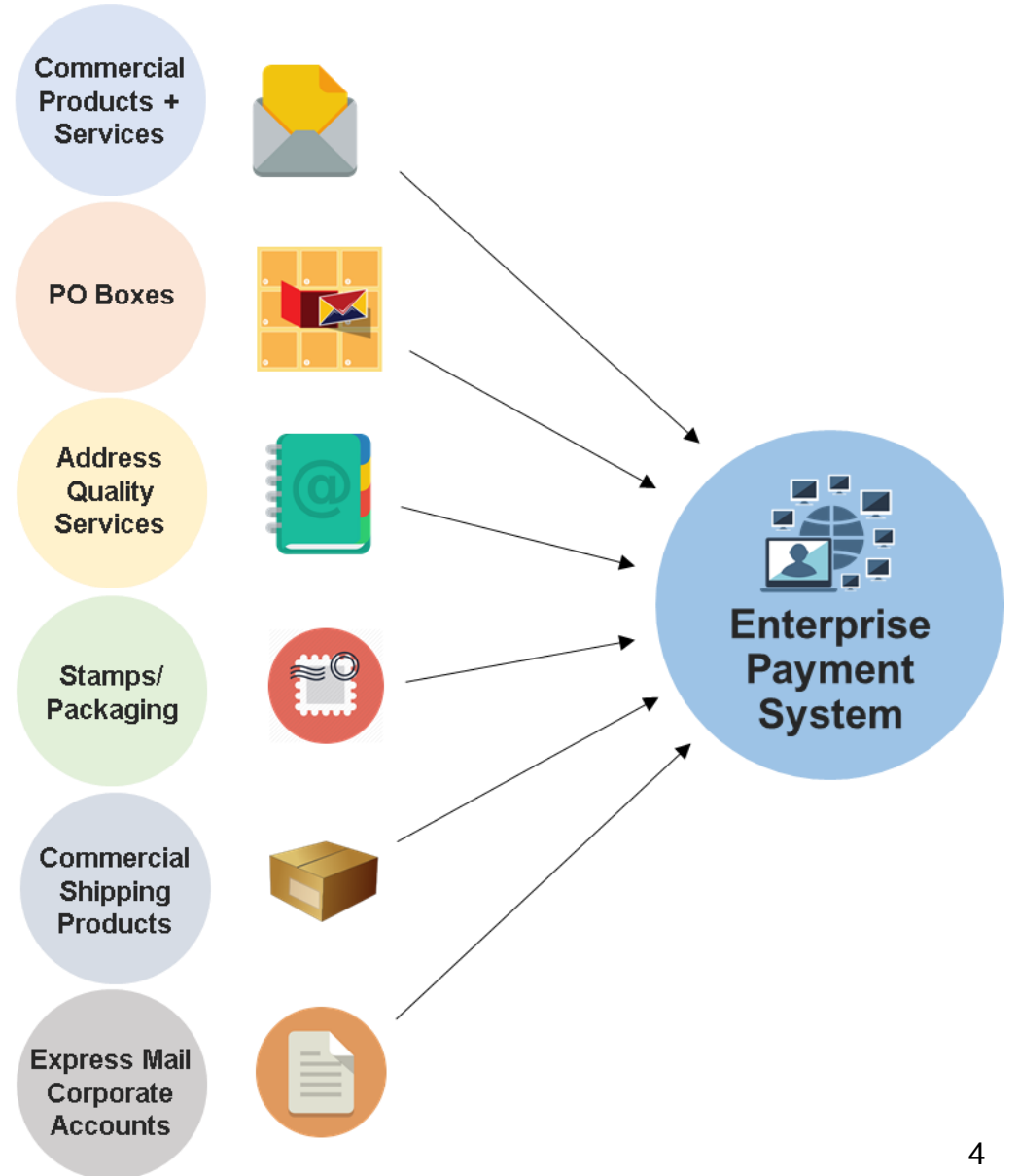
AFTER





Why EPS?

- Pay for all Products and Services with one account
- Manage accounts online
- Establish permits online
- Manage postage spent
- Convenient payment options





Commercial
Products +
Services

PO Boxes

Address
Quality
Services

Stamps/
Packaging

Commercial
Shipping
Products

Express Mail
Corporate
Accounts

Commercial Mailings Legacy

- **Deposit funds in person at assigned Post Office**
 - Checks, Cash, or Money Orders to fund permit mailings
 - Mail at multiple sites, maintain permit balances at each assigned Post Office

Commercial Mailing Today

- **Electronic Funds Transfer:** Pre-fund mailings via an electronic funds transfer (Fedwire or ACH Credit)
- **Retail Deposit:** Deposit checks, cash or money orders at **any** Post Office
- **Mobile Deposit:** Deposit a check remotely using Mobile Check Capture
- **ACH Debit:** Establish an ACH Debit account to have funds withdrawn directly from bank account
- Use a single payment account for all permits; if mail at multiple sites



Commercial Mailings on EPS



Eligible Products/Services

- PO Box, Caller & Reserve Services (EPOBOL)
- Address Quality Products (AEC, AECII and ACS)
- Priority Mail
- First- Class Mail, Letters, Cards, and Flats
- First-Class Package Service
- USPS Marketing Mail, Letters, Flats, and Parcels
- Parcel Select
- Media Mail
- Library Mail
- Bound Printed Matter
- Periodicals
- International Products
- Business Reply Mail (BRM)
- Every Door Direct Mail (EDDM) BMEU
- Scan Based Payment (SBP)
- Merchandise Return Service (MRS)

Online Fee Payment

- Imprint Application Fee
- FCM Presort
- USPS Marketing Mail Presort
- BPM Flats Destination Entry
- BRM Application Fee
- BRM Annual Maintenance Fee
- BRM Bulk Weighted Average Permit Fee
- BRM Bulk Weighted Average Annual Account
- QBRM Annual Fee
- QBRM Quarterly Fee
- BRM Weighted Average Fee
- Periodicals Original Entry – March 2019
- Periodicals Re-entry – March 2019
- Registrations for New Agents – March 2019
- Shipper Paid Forwarding Fees – March 2019

Products & Services Coming Soon!

- Share Mail – March 2019
- Intelligent Mail barcode Accounting (IMbA) – March 2019
- iCAPS – March 2019
- Commercial Postal Store – June 2019
- PC Postage
- Electronic Verification System (eVS)
- Parcel Return Service (PRS)
- Premium Forwarding Service Commercial (PFSC)
- Remaining Address Quality products – timeline to be provided by January 2019

Eligible Submission Methods	Eligible Permit Types	Eligible Transactions	
<ul style="list-style-type: none"> • Business Mail Entry Unit (BMEU) hard copy • eDoc (Mail.dat/Mail.XML) • Postal Wizard • Intelligent Mail small business (IMsb) Tool 	<ul style="list-style-type: none"> • Permit Imprint • Metered • Pre-cancelled Stamps • Periodicals (CPP/PP) • Postage Due • Business Reply 	<ul style="list-style-type: none"> • Postage Statement Processing (Domestic & International) • Adjustments • Mail Entry Postage Assessment • Reversals • Refunds (including Value Added Refunds (VAR)) 	<ul style="list-style-type: none"> • Deposits • Transfers • Fee Payments • Postage Due • FOIA Requests



Commercial Mailings on EPS – Account Setup



Get Ready!



Create BCG Account



Request EPS



Create EPS Account



Set-up Payment



Link Permits/ Publications



1. Choose the best payment option for your organization

2. Get a list of all your active permits

3. Register for a Business Customer Gateway (BCG) Account

Customers already registered skip to the next step

4. Contact the *PostalOne!* Helpdesk or your local Business Mail Entry Unit to request participation

5. Access EPS using the hyperlink and invitation code

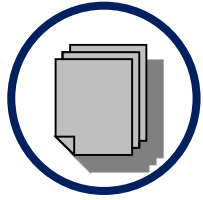
6. Create an Enterprise Payment Account

7. Set up the selected payment option: **ACH Debit or Trust** via EFT, Retail Deposit or Mobile Deposit

8. Link your mailing Permits to your EPA



Commercial Mailings on EPS – Transactions



Submit Postage Statement



Present Mailing



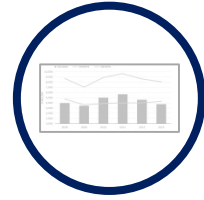
Process Mailing



Finalize Mailing



Withdraw Payment



View Mailing Reports



1. Submit postage statement* electronically using mail.dat, mail.xml or postal wizard, or via hardcopy at BMEU

2. Present mailing at USPS facility

3. Action recorded in *PostalOne!*

4. Payment transaction sent to EPA

5. Payment withdrawn from EPA

6. Mailing reports viewable in BCG and EPS

- **Permit/publication number field:**
- **Account number field:**
- **Mail Anywhere:**

Enter permit/publication number in eDoc
Optional, but must match the account number linked to the permit number
EPA number will replace National account number



Customer Dashboard

- **Customer Dashboard** provides a quick glance of all EPS accounts
- Pending EPS Accounts section shows EPS accounts for which the account setup process needs to be completed
- View the real-time total Spending History overview for all EPS Accounts, grouped by Products & Services
- View the real-time total of pending ACH debit transactions sent to the bank at the end of the day and the current Trust Balance, per Active EPS Account

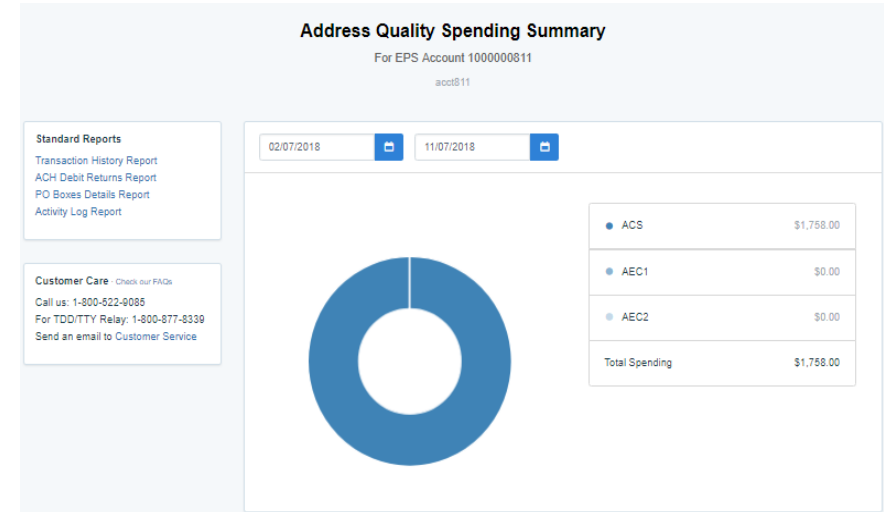
The screenshot displays the USPS Customer Dashboard for Kristian Sooklal. The dashboard is organized into several sections:

- Account Options:** Includes a link to "Create a New EPS Account".
- Customer Care:** Provides contact information: "Check our FAQs", "Call us: 1-800-522-9085", "For TDD/TTY Relay: 1-800-877-8339", and "Send an email to Customer Service".
- Spending History:** Shows a donut chart and a list of products and services with their respective costs:
 - PO Box Services: \$525.68
 - Address Quality: \$1,780.58
 - First-Class USPS Returns: \$1,085.52
 - PC Postage: \$2,120.00
 - First-Class Mail: \$398.05
 - Priority Mail: \$17,450.75
 - USPS Marketing Mail: \$892.00
 - Other Mailing Fees & Services: \$44,568,286.08
- Active EPS Accounts:** Lists two active accounts with their business locations and current trust balances:
 - EPS #: 1000000766 Business Location # 20478637 (acc 766): Pending ACH Debit Transactions: \$0.00, Current Trust Balance: \$5,408.78
 - EPS #: 1000000780 Business Location # 20478637 (acc 960): Pending ACH Debit Transactions: \$0.00, Current Trust Balance: \$98,477.38
- Pending EPS Accounts:** Lists three pending accounts with their account numbers and edit dates:
 - 1000001290: Edited by Kristian Sooklal on 2018-08-14 at 13:53 (ET)
 - 1000001292: Edited by Kristian Sooklal on 2018-08-14 at 13:53 (ET)
 - 1000007033: Edited by Kristian Sooklal on 2018-10-08 at 10:20 (ET)
- Inactive EPS Accounts:** Shows "No Inactive EPS Accounts".
- Suspended EPS Accounts:** Shows one suspended account: 1000001428, Edited by SYSTEM on 2018-08-08 at 18:34 (ET).
- Pending Closure EPS Accounts:** Shows "No Pending Closure EPS Accounts".



EPS Drill-Down Reporting

- **Address Quality Spending Summary** provides a breakdown of Address Quality spending by product (ACS, AEC1, AEC2)
- **PO Box Services Spending Summary** provides a breakdown of PO Box Services spending by product (PO Box, Caller Services, Reserve, Miscellaneous Fees)





Commercial Mailing Activity Mail Class Report

- **Commercial Mailing Activity Mail Class Report** summarizes transaction information for the selected Mail Class

Commercial Mailing Activity Mail Class Report

• International **\$679,173.00**

02/07/2018 11/07/2018

CSV Excel PDF Showing 1 to 10 of 127 entries Search:

EPS Transaction Number	Transaction Date/Time (ET)	Transaction Amount	Transaction Type	Permit Number	City/State of Permit	Number of Pieces
620157	11/07/2018 07:02:58 am	\$0.00	PURCHASE	80000	WASHINGTON , DC	2000
620087	11/07/2018 01:50:30 am	\$0.00	PURCHASE	80000	WASHINGTON , DC	2000
620071	11/07/2018 12:54:55 am	\$0.00	PURCHASE	80000	WASHINGTON , DC	2000
620069	11/07/2018 12:48:07 am	\$0.00	PURCHASE	80000	WASHINGTON , DC	2000
620018	11/06/2018 07:40:47 am	\$0.00	PURCHASE	80000	WASHINGTON , DC	2000
619797	11/02/2018 11:25:56 am	\$0.00	PURCHASE	80000	WASHINGTON , DC	2000
619788	11/02/2018 10:57:54 am	\$0.00	PURCHASE	80000	WASHINGTON , DC	2000
619787	11/02/2018 10:53:12 am	\$0.00	PURCHASE	80000	WASHINGTON , DC	2000
619757	11/02/2018 09:24:23 am	\$0.00	PURCHASE	80000	WASHINGTON , DC	2000
619715	11/02/2018 08:02:15 am	\$0.00	PURCHASE	80000	WASHINGTON , DC	2000



Postage Statement Report

- **Postage Statement Report** summarizes the total cost by section of a specific Postage Statement drilled by clicking on the Postage Statement ID from the Customer Mailing Details Report

Select a Section to drilldown for more detail.

Dashboard Reports EPS Accounts ▾

☰ Postage Statement #287401929 \$120.00

● A - Automation Prices	\$120.00
	1 Pieces
● B - Nonautomation Prices	\$0.00
	0 Pieces
● C - Parcels	\$0.00
	0 Pieces
● D - Round Trip Mailings	\$0.00
	0 Pieces
● S - Extra Services	\$0.00
	0 Pieces



Postage Statement Line Detail Report

- **Postage Statement Line Detail** summarizes the total cost by line of the Postage Statement section selected on the previous page

Postage Statement Line Detail

• **A - Automation Prices**

Postcards

Show 10 entries Search:

Processing Category	Statement Line Number	Line Level Entry	Number of Pieces	Line Price	Line Subtotal Postage	Line
POSTCARDS	1		1	\$120.00	\$120.00	\$0.0

Showing 1 to 1 of 1 entries

Previous 1 Next

Letters

13



Standard Reports

- Access to various data providing information on:
 - Overall spending
 - Commercial Mailing and Shipping Activity
 - PO Box Activity
 - ACH Debit Returns
 - System activity

USPS Dashboard

Navigation: Dashboard | Reports | EPS Accounts

User Profile: Kristian Sooklal
 EPS Accounts: Active 78 | Pending 3

Reports Menu:
 Transaction History
 USPS Products & Services
 Commercial Mailing and Shipping
 PO Box Services
 User Activity Log
 ACH Debit Returns

Products & Services

PO Box Services	\$126.66
Address Quality	\$1,780.58
First-Class USPS Returns	\$1,085.52
First-Class Mail	\$398.05
Priority Mail	\$17,450.75

Pending EPS Accounts

- 1000001290 (Continue) - Edited by Kristian Sooklal on 2018-08-14 at 13:53 (ET)
- 1000001292 (Continue) - Edited by Kristian Sooklal on 2018-08-14 at 13:53 (ET)
- 1000007033 (Continue) - Edited by Kristian Sooklal on 2018-10-08 at 10:20 (ET)

Inactive EPS Accounts
No Inactive EPS Accounts

Suspended EPS Accounts

- 1000001428 (View) - Edited by SYSTEM on 2018-08-08 at 18:34 (ET)



Standard Report – Commercial Mailing and Shipping Details Report

- Commercial Mailing and Shipping Details Report** provides detailed information of shipping details and *PostalOne!* mailings

Report Data Fields

EPS Transaction Number
 Job ID
 Transaction Date/Time
 User License Code
 Transaction Amount
 Spoilage
 Transaction Type
 Number of Copies
 Class
 eDoc Mailing Date
 Number of Pieces
 EPS Account Number
 PIC
 EPS Account Nickname
 SKU
 Postage Statement
 Permit Holder CRID
 Number
 Permit Number
 City/State of Permit
 ZIP of Verification
 Publication Number
 Customer Reference ID

Commercial Mailing and Shipping Details Report

Mailing Details Filter: 10/08/2018 11/07/2018

Showing 1 to 10 of 88 entries

EPS Transaction Number	Transaction Date/Time (ET)	Transaction Amount	Transaction Type	Class	Number of Pieces	PIC	SKU	Permit Holder CRID	Permit Number	City/State of Permit	ZIP of Verification	Publication Number
820171	11/07/2018 08:58:17 am	\$0.00	PURCHASE	USPS Marketing Mail	2000			20479837	80000	WASHINGTON, DC	12886	
820169	11/07/2018 08:54:58 am	\$0.00	PURCHASE	Other Mailing Fees & Services				20479837	80000		12886	
820167	11/07/2018 08:33:20 am	\$0.00	PURCHASE	Other Mailing Fees & Services				20479837	80000		12886	
820164	11/07/2018 07:53:21 am	\$0.00	PURCHASE	Other Mailing Fees & Services				20479837	80000		12886	
820157	11/07/2018 07:02:58 am	\$0.00	PURCHASE	International Mail	2000			20479837	80000	WASHINGTON, DC	12886	
820152	11/07/2018 06:19:45 am	\$0.00	PURCHASE	First-Class Mail	1200			20479837	80000	WASHINGTON, DC	12886	
820149	11/07/2018 05:56:43 am	\$0.00	PURCHASE	First-Class Mail	1200			20479837	80000	WASHINGTON, DC	12886	
820148	11/07/2018 05:47:02 am	\$0.00	PURCHASE	USPS Marketing Mail	2000			20479837	80000	WASHINGTON, DC	12886	
820143	11/07/2018 05:41:27 am	\$0.00	REVERSAL	Other Mailing Fees & Services				20479837	80000		12886	
820140	11/07/2018 05:41:04 am	\$0.00	PURCHASE	USPS Marketing Mail	11960			20479837	80000	WASHINGTON, DC	12886	

Search:

Show 10 entries

Previous 1 2 3 4 5 ... 9 Next

Search results that filter real-time as you type across all columns

All Account Activity

Search:



Standard Report – Transaction History Report

- **Transaction History Report** summarizes the transactions that were made within a selected timeframe

Transaction History Report

Transaction Date Filter:

Showing 1 to 10 of 114 entries
Search:

Transaction ID	Date (ET)	Amount	Transaction Type	Description	Detail	EPS Account Number	EPS Account
620184	11/07/2018 12:51:15 pm	\$1,250.00	DEPOSIT	RETAIL		1000001748	
620183	11/07/2018 12:51:08 pm	\$1,250.00	DEPOSIT	RETAIL		1000002048	
620182	11/07/2018 12:50:48 pm	\$1,250.00	DEPOSIT	RETAIL		1000001652	
620181	11/07/2018 12:50:30 pm	\$1,250.00	DEPOSIT	RETAIL		1000001596	
620180	11/07/2018 12:50:20 pm	\$1,250.00	DEPOSIT	RETAIL		1000001486	
620179	11/07/2018 12:50:12 pm	\$1,250.00	DEPOSIT	RETAIL		1000001533	
620178	11/07/2018 12:50:07 pm	\$1,250.00	DEPOSIT	RETAIL		1000001534	
620177	11/07/2018 12:49:58 pm	\$1,250.00	DEPOSIT	RETAIL		1000001594	
620171	11/07/2018 08:56:17 am	\$0.00	PURCHASE	Periodicals/USPS Marketing Mail Postage Statement		1000000811	acct811
620169	11/07/2018 08:54:58 am	\$0.00	PURCHASE	BPM And Parcel Select Postage Statement		1000000811	acct811

Show entries



Commercial Products + Services

PO Boxes

Address Quality Services

Stamps/ Packaging

Commercial Shipping Products

Express Mail Corporate Accounts

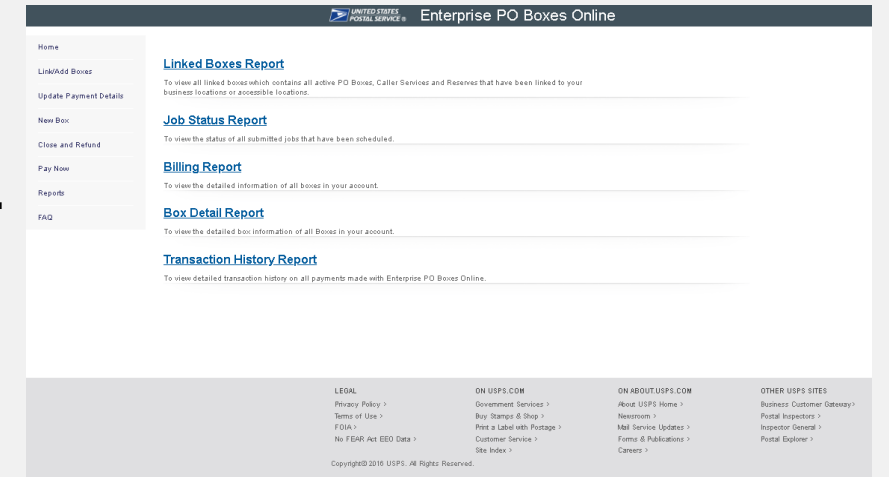
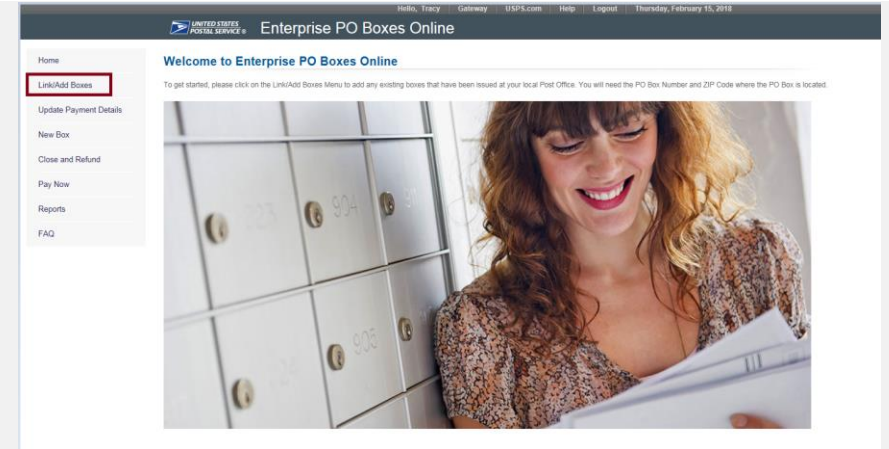
ePOBOL Legacy

- PO Boxes Online limited to 5 PO boxes/services
- ACH Debit is not supported as a payment method
- Individual renewals and account management at local offices

ePOBOL Today

- Enterprise PO Boxes Online allows mailers to manage (open, close, view, pay fees and renew) all PO Boxes, Caller and Reserve Services
- Commercial customers manage multiple local accounts from a single application
- Renewal/expiration notifications sent electronically

Enterprise PO Boxes Online





Get Ready!



Create BCG Account



Request EPS Access



Create EPA & Set-up Payment



Manage PO Boxes



1. Choose the best payment option for your organization
2. Get a list of all your active PO Boxes

3. Register for a Business Customer Gateway (BCG) Account

Customers already registered skip to the next step

4. Contact the *PostalOne!* Helpdesk or your local Business Mail Entry Unit to request participation

5. Access EPS using the hyperlink and invitation code

6. Create an Enterprise Payment Account
7. Set up the selected payment option: **ACH Debit or Trust** via EFT, Retail Deposit or Mobile Deposit

via Enterprise PO Boxes Online

8. Open, close, view PO Boxes, Caller Services, and Reserve Boxes online
9. Link PO Boxes to EPA
10. Schedule when payment is withdrawn from EPA



Commercial Products + Services

PO Boxes

Address Quality Services

Stamps/ Packaging

Commercial Shipping Products

Express Mail Corporate Accounts

AQS Legacy

- Customer submits paper application forms for ACS or AEC
- NCSC generates daily or monthly invoices & manually processes payment

AQS Today

- EPS accepts & processes invoice transactions electronically
- Consolidated transaction reporting available from EPS

Address Quality Account Management

Address Quality Account Management

EPS Account Number:

Customer Number:

Product Type:

[Link](#)

Show entries Search:

EPS Account Number	EPS Account Nickname	Status	Customer Number	Product Type	Action
100000911	EPS E2E ACH Debit for R2.1	● Linked	1000066	AEC	Delink
100000911	EPS E2E ACH Debit for R2.1	● Linked	100234	ACS	Delink
100000911	EPS E2E ACH Debit for R2.1	● Linked	100151	ACS	Delink
100000910	End To End R2.1 Trust	● Linked	500639	ACS	Delink
100000910	End To End R2.1 Trust	● Linked	500627	ACS	Delink
100000910	End To End R2.1 Trust	● Linked	500626	ACS	Delink

Showing 1 to 6 of 6 entries Previous **1** Next



Address Quality Service on EPS – Account Setup



Get Ready!



Create BCG Account



Request EPS *via NCSC



Create EPS Account



Set-up Payment



Link Services



1. Choose the best payment option for your organization

2. Get a list of all your active AEC, AECII, SSACS

3. Register for a Business Customer Gateway (BCG) Account

Customers already registered skip to the next step

4. Contact NCSC to request participation

5. Access the Enterprise Payment System using the hyperlink and invitation code

6. Create an Enterprise Payment Account

7. Set up the selected payment option: **ACH Debit or Trust** via EFT, Retail Deposit or Mobile Deposit

8. Link services to EPA



PostalOne! Help Desk

Support customers with EPS setup & use

- *Postalone@usps.gov*
- 800.522.9085

PostalPro

Provide online reference materials

- <https://postalpro.usps.com/eps>
- *BMEU locator*

Ready?

Submit “EPS Request” via email:
Postalone@usps.gov

**Include BCG username for BSA, email address & CRID(s)*



Questions

