

Mailer ID Required for Intelligent Mail Barcode <<http://burnsonmailing.com/mailler-id-required-for-intelligent-mail-barcode/>>

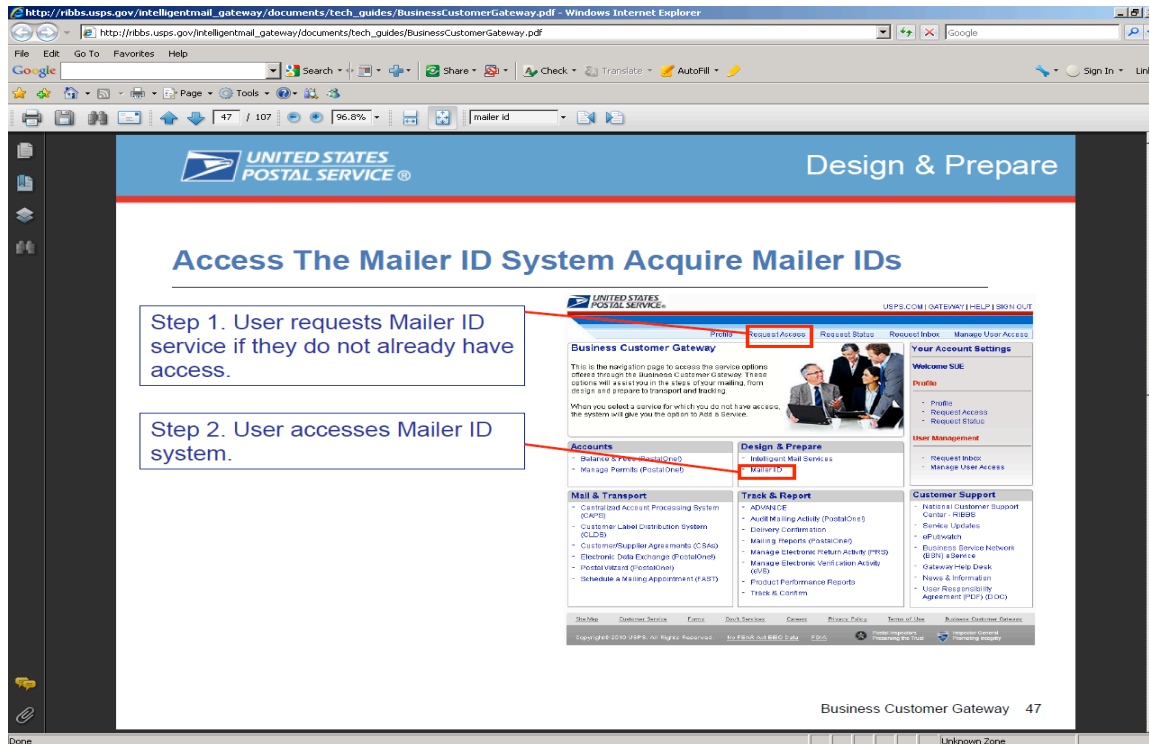
Finally, the USPS has set a date to begin discounts for the Intelligent Mail Barcode, it is May 2011. After May 2011 postnet bar-coded mail received at the USPS will be charged non automated postage rates. Any mail containing a reply piece with the old postnet bar-code will be charged non automated rates as well.

If you have a supply of #9 reply envelopes, 4x6 reply cards or any size reply pieces with Business Reply or Courtesy Reply you will have to use them before May 2011. I advise any reply printing <<http://burnsonmailing.com/mailler-id-required-for-intelligent-mail-barcode/comment-page-1/Duplicate%20Deletion>> be done with the new Intelligent Mail Bar-code starting immediately. Before you get new art work from the USPS you need to get a Mailer ID Number. This number is specific to every mailer. You need a Mailer ID Number if you have a mail permit, , if you have nonprofit status at the USPS, or if you are a for profit mailer. In other words, if you mail direct mail you will need the Mailer ID Number. Even if you don't use reply pieces if you have a mail permit the Mailer ID Number will be encoded into the Intelligent Mail Bar-code on the outgoing mail piece also.

Business Customer Gateway Steps for Customers to Acquire a Mailer ID

1. Go to USPS.COM. The link to the **Business Customer Gateway** is in the lower right corner. This link will take you to the Log-In page.
2. A current user may "Sign In" with an existing Username and Password. New users should click "Sign Up."
3. On the "New User" "Sign Up" screen, create a Username and Password. Then click "Continue."
4. On the "Profile Account Type" screen, select "**Business.**" ("Personal" will send you back to USPS.COM.) Then click "Continue."
5. Create your Business Profile. Red asterisks indicate required information. Then click "Continue."
6. Verify your Company Account Information on the Company Profile Summary. Then click "Edit" or "Continue."
7. Agree to the Privacy Act Statement. Then click "Continue."
8. On the Select a Business Service screen, select "Mailer ID." Then click "Continue."
9. New Users will have to go through the Business Service Administrator (BSA) process, click "I certify....", then click "yes".
10. On the "Business Service Administrator (Access Granted)" Page, click "Continue."

11. "Business Customer Gateway" page opens. Click "Sign Out" at the top of page.
12. Go to your email and open the email from USPS. Scroll down to and Click "Sign in and get started link".
13. At the Business Customer Gateway page, Log-in with user name and password. Click on "Request access".
14. On the Gateway page, click on Mailer ID under Design and Prepare.



15. On the "Welcome to the Mailer ID System/ MID Summary" page, click "Request a MID."

http://nbbs.usps.gov/intelligentmail_gateway/documents/tech_guides/BusinessCustomerGateway.pdf - Windows Internet Explorer

http://nbbs.usps.gov/intelligentmail_gateway/documents/tech_guides/BusinessCustomerGateway.pdf

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Design & Prepare

Mailer ID Summary Acquire Mailer IDs

Step 1. MID Summary page will display all Mailer ID that are associated to the selected business location.

Step 2. If there is a Mailer ID that a business location has that is not displayed contact the Help Desk.

Step 3. To request a new Mailer ID select Request a MID.

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HOME | GATEWAY | HELP | SIGN OUT

MID Summary

- [Address Book](#) | [Add Data Recipients](#)

MID Search

MID: Affiliate: 5221270 - GATEWAY SERVICES 20260-0826

Source:

Results

MID	Affiliate	Data Profile
30000000	GATEWAY SERVICES 475 LENFANT PLZ SW RM 2R26 WASHINGTON, DC 20260-0025	Edit Profile
30000202	GATEWAY SERVICES 475 LENFANT PLZ SW RM 2R26 WASHINGTON, DC 20260-0025	Add Profile
30000203	GATEWAY SERVICES 475 LENFANT PLZ SW RM 2R26 WASHINGTON, DC 20260-0825	Add Profile

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16. At "Apply for MID" screen, use drop down arrow and select 9-digit MID, then select # of MIDs requested (1), then click Request MIDs.

http://nbbs.usps.gov/intelligentmail_gateway/documents/tech_guides/BusinessCustomerGateway.pdf - Windows Internet Explorer

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Request a Mailer ID Acquire Mailer IDs

Step 4. System will display the number of MIDs that are available for the business location.

Step 5. If the type of MID wanted is not available, contact the Help Desk for assistance.

Step 6. Select type of MID, enter the number of MIDs requesting and click Request MIDs

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Insufficient Volume for 6 digit MID

Apply For a MID

Select the locations for which you would like to apply for MID(s). You may apply for a maximum of 10 MIDs per site in one request. Please revisit this page if you would like to apply for more than 10 MIDs. Use the drop down menu to select either a 6 digit MID or a 9 digit MID. If you will be mailing flats using your new MID prior to June 30 and intend to request ACS, please contact the ACS Help Desk at acs@usps.gov for additional instructions. MIDs associated with Package Services (both eVS and non-eVS) are not issued through this system. If you plan to use either of those services and require a MID, please contact the help desk at 1-877-245-9883 option 41.

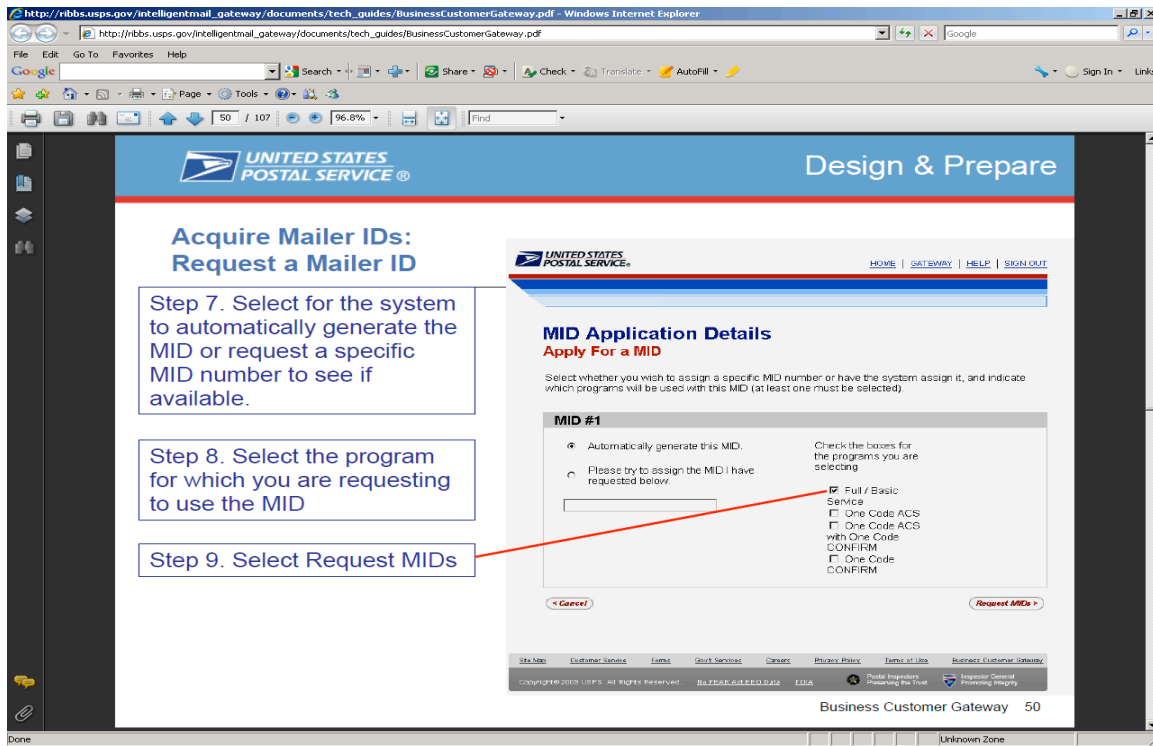
Please fill in the following information

Size / Affiliate / Quantity: 9 Digit - GATEWAY SERVICES - 0 Available

Number of MIDs Requested: 1

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17. At next screen, select "automatically generate this MID" and select "Full/Basic Service", then click Request MIDs.



18. At next screen, system issues a new MID. Record this number and sign out.

