



New USPS Requirement

Delivery Point Validation (DPV)

Accurate, detailed addresses make the difference.

Mail to be sent at a discounted postage rate (such as **NON-PROFIT**) will have new address requirements effective August 1, 2007. The DPV requirement tells us if your address can be delivered.



For example,

a mailing list may contain the following address:

123 Main Street

However, the actual delivery address is:

123 Main Street Suite 150

The original address is missing information to make it deliverable. A University Mail Services customer providing us with a mailing address database for processing will have their data processed to meet this requirement. They will also be receiving an exception report of the addresses to be corrected.

Value Added Service at University Mail Services

National Change of Address

Did you know that nearly 15% of the US population moves every year? The impact on mail delivery by the postal service is 45 million individual, family and business address changes annually.

If your department is not notified of these moves, it breaks the line of communication to a potential student, an alumni or a donor.

We have the service to help you.

The NCOA service has several key benefits for your department:

On target mailings

- Up-to-date address information
- Fewer delays
- Improved communication

Department Savings

- Reduction in undeliverable mail
- Decrease in re-mailing (mail returned that requires a new address)
- Reduced print and labor costs

Alignment with university sustainability objectives

- Reduced waste

Our customers will receive an electronic listing of the changes back to your department for correction.

Starting **July 16th**, when you send your mailing list to University Mail Services, we will run it against the National Change of Address (NCOA) database. Addresses of anyone on your list that have moved within the last 18 months will be updated and sent to the new address.

