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U.S. Postal Regulation Change 11/23/08: Move Update Requirements FAQ's

What is it?

A new USPS regulation requiring mailers to update and “cleanse” address data prior to mailing. We are required to run your bulk mailing address list through National Change of Address (NCOA) software to remove undeliverable mail from your list.

Why do it?

It's the law—but it is also a sustainable practice. By “greening the list” we reduce wasted postage as well as unnecessary printing and energy expenses and you maintain postage discounts.

How do I comply?

Mailings prepared and addressed by Mail Services get updated as a matter of routine. Your mail will then be processed as usual. The updated addresses, as well as those that fail compliance, will be returned to you so that you can update your list.

What if I label the mailing in my office?

You still need to send us your list before you print your labels. The corrected list will be sent back to you and you are then obliged to remove the uncorrectable addresses from your mailing.

Questions? Call Charles Apicella at 7-1149.