

LACS

Locatable Address Conversion System*

The objective of this manual is to give the User an overview of the LACS product and the benefits of using Megabase Data. Unlike NCOA, which contains an old/new address pair when a physical move has taken place, LACS contains an old/new address pair and no move has taken place.

The most common example is when a community converts from rural style addresses to city style addresses as a result of a 911 conversion.

*Megabase Data is a non-exclusive licensee of the USPS® for LACS, NCOA, DSF2™ and *FASTforward*®

www.Megabasedata.com

1900 New Highway, Farmingdale, NY 11735-1509
Ph 800-452-2357 outside NY state or 631-293-6100
Fx 631-293-0891

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1. DEFINITION OF LACS

The **Locatable Address Conversion System (LACS)** is a United States Postal Service (USPS) database made available to mailers via a network of licensees, such as Innovative Data. The database is designed to support the updating of mailing lists when addresses have been converted by local authorities. The most common example of this is when a rural style address is converted to a city style address as a result of a 911 emergency system conversion.

Under postal regulations mail addressed to the pre-conversion address one year or later after the conversion may not necessarily be delivered, instead it may be returned to the sender as undeliverable-as-addresses mail.

The **LACS** matching rules, just like **NCOA**, are established by the USPS. However, in **LACS** **there are some situations where address matching logic only is used, not name and address matching logic**. The table below demonstrates these situations.

The LACS Record Types and their match requirements are:

<u>LACS Record Type Number</u>	<u>Description</u>	<u>Type of Match Logic Required</u>
2	Rural with box number to Street type address (split)*	name and address
3	Street and street type Address (split)*	name and address
5	Rural with box to street Type address	address only
7	Street to street type address	address only
8	Rural with no box number to street type address	name and address

- *Split is defined as a pre-conversion address where several families or individuals received mail and subsequent to conversion each entity will now have a unique address.*

1. DEFINITION OF LACS *cont'd*

LACS RECORD TYPE EXAMPLES:

<u>RECORD TYPE</u>	<u>PRECONVERSION ADDRESS</u>	<u>NEW ADDRESS</u>
2	<i>Rural with box number to street type address (split)</i>	
	JOHN SMITH RR2 BOX 10 ANYTOWN US 12345	JOHN SMITH 242 UNION RD ANYTOWN US 12345
	PETER WONG RR2 BOX 10 ANYTOWN US 12345	PETER WONG 244 UNION RD ANYTOWN US 12345
3	<i>Street and street type address (split)</i>	
	JOHN SMITH 22 NEW HIGHWAY ANYTOWN US 12345	JOHN SMITH 22 NEW HIGHWAY FRONT ANYTOWN US 12345
	PETER WONG 22 NEW HIGHWAY ANYTOWN US 12345	PETER WONG 22 NEW HIGHWAY REAR ANYTOWN US 12345
5	<i>Rural with box to street type address (NAME IGNORED)</i>	
	RR1 BOX 179 ANYTOWN US 12345	242 FLATBUSH RD ANYTOWN US 12345
7	<i>Street to street type address (NAME IGNORED)</i>	
	4442 PINE ISLAND RD ANYTOWN US 12345	4442 NW 85 AVE ANYTOWN US 12345
8	<i>Rural with no box number to street type address</i>	
	JOHN SMITH RR1 ANYTOWN US 12345	JOHN SMITH 888 ACORN RD ANYTOWN US 12345
	PETER WONG RR1 ANYTOWN US 12345	PETER WONG 900 ACORN RD ANYTOWN US 12345

Please note: The name Matching Logic required for type 2, 3, and 8 LACS records is at the Individual Level and under no circumstances shall Standard Match Logic be utilized for these record types.

2. BENEFITS

The **Locatable Address Conversion System (LACS)** makes available the latest official address for your Customer or Prospect File. An old style address can be identified and corrected before your mail enters the USPS.

- ☐ Deliverability is enhanced through improvement of address quality from Standardization
- ☐ ZIP+4/DPC Codes are appended, corrected or verified
- ☐ Provides CASS Qualification of list as required for Postal Discounts
- ☐ National Deliverability Index (NDI) report shows how your list measures up to USPS standards
- ☐ Address Type codes are appended to each record allowing segmentation to reduce undeliverable mail creating Postage and Material savings
- ☐ Merge/Purge effectiveness is increased
- ☐ Customer File accuracy is enhanced

The maximum List Hygiene benefits are realized when **Locatable Address Conversion System (LACS)** processing is done in conjunction with **National Change Of Address (NCOA)**, including **NIXIE** Option, and **Delivery Sequence File (DSF2™)** processing.

National Change Of Address (NCOA) processing can provide the New Address for your customers who have moved within the last 3 years. The current **NCOA** Master file has over 110 million records. The **NIXIE** Option can identify customers who may have moved (no new address is provided).

Delivery Sequence File (DSF2™) processing can verify the accuracy of delivery addresses for your customers. The Delivery Sequence Master File of over 134 million records is compared to your customers' addresses and when matched the official USPS delivery address, City, State, ZIP+4, and Carrier Route are appended. Information on the delivery type (residential or business, curbside or cluster box) and pseudo carrier walk sequence is also appended whenever possible. The pseudo walk sequence can be used to obtain postal discounts when certain penetration levels are met.

3. OUTPUT

The output from **Locatable Address Conversion System (LACS)** processing will include the following information per USPS requirements:

- ☐ The original address as it was presented
- ☐ The standardized original address with correct ZIP+4/DPC Code and Delivery Point Code information whenever possible
- ☐ PS Form 3553
- ☐ A National Deliverability Index (NDI) report
(see "Sample Reports" at the end of this Manual)
- ☐ When a **LACS** match is made we will append the following information:
 - The converted address
 - The correct ZIP+4/DPC Code for the converted address
 - The type of record matched on the **LACS** file (see section 1, page 2 for record type explanation)

Additional information that you will receive from Innovative Data includes:

- ☐ Address Type Code, derived from the match to the ZIP+4 Master File

F	Firm Delivery	S	Street Address
G	General Delivery	R	Rural Route/Highway
H	High Rise	-	Contract Multiple Match
P	PO Box	(Blank)	No Match
- ☐ Delivery Point Barcode - required for automation discounts
- ☐ Carrier Route Code - improve delivery and obtain possible postal discounts
- ☐ The conversion effective date (YYYYMM)

The price at which LACS services are being offered is not established, controlled or approved by the USPS or the United States Government.

4. LACS INPUT PREPARATION

Preparing your input data consistent with the following guidelines will expedite the processing of your files. If you are unable to adhere to these or would prefer other alternatives, in most cases we will be able to meet those requirements, and would be glad to review these with you. In some cases, it may add some time or cost if additional processing is involved.

LAYOUT

- A) We require an accurate and detailed record layout and dump for each list. In the layout, any special formatting features should be clearly specified.

Examples of special features include but are not limited to the following:

- ☐ **Last name appearing first in the name field**
- ☐ **Location of company names, if any**
- ☐ **Records with dual addresses (both a PO Box and a street address)**
- ☐ **Fields with multiple address elements. (These should have a appropriate keys to distinguish the address elements)**

MEDIA

- B) Our preferred media for the input files is in the following order:

- ☐ **38K density cartridge**
- ☐ **6250 BPI round tape**
- ☐ **1600 BPI round tape**

These prepared in IBM compatible EBCDIC format with standard labels with data in upper case.

We can handle other media for additional cost, (i.e. diskettes, 8MM tape, modem)

ZIP SEQUENCE

- C) It is helpful, but not required to sequence the files in ZIP Code order. Foreign and Canadian records should be excluded.

We would appreciate your clearly marking your tape with your company's name and the notation "For LACS Processing".

1900 New Highway, Farmingdale, NY 11735-1509
Phone: 631.293.6100 . Fax: 631.293.0891

NCOA, LACS and DSF2™ PROCESSING ORDER FORM

FROM: _____
CONTACT _____
COMPANY _____
ADDRESS 1 _____
ADDRESS 2 _____
CITY _____ STATE _____ ZIP _____

TEL#: _____ ext: _____
FAX#: _____
P/O#: _____
P/O ATTACHED: ☐ YES ☐ NO
JOB#: _____

INPUT FILE DESCRIPTION: (Please specify)

QUANTITY: _____ RECORD LENGTH: _____ BLOCK SIZE: _____

FORMAT: ☐ EBCDIC ☐ ASCII ☐ OTHER _____ ATTACHMENTS: ☐ TAPE LAYOUT ☐ DUMP/DITTO
ORIGINAL signature on **USPS** Acknowledgement Form: ☐ included ☐ on file, date _____

FOR AGENTS: Please specify the mailer of this file: _____

OUTPUT FILE DESCRIPTION: (Please specify)

MEDIA: ☐ 3480 **COMPRESSED** ☐ 3480 NON COMPRESSED ☐ 6250 BPI ☐ 600 BPI ☐ OTHER _____
☐ 3490 NON COMPRESSED ☐ BULLETIN BOARD ☐ FTP (file transfer protocol)

If transmitting: Filename _____ (use your company as the filename) Password _____

* When transmitting please be sure that the file is a ZIPPED file and that it is at Anchor by 1pm EST.* (call to confirm)

LABEL: ☐ IBM ☐ DOS ☐ STD. LABEL ☐ NO LABEL **FORMAT:** ☐ EBCDIC ☐ ASCII ☐ OTHER _____

CLASS OF MAIL: Class of mail to be used for mailings produced from this list. Check all that may apply:

☐ 1st Class ☐ Std A ☐ Std B ☐ Periodicals

PROCESSING SPECIFICATION :

- ☐ NCOA ☐ NCOA & NIXIE [NIXIE OPTION DOES NOT RETURN NEW ADDRESS]
☐ NCOA REPORT BY KEYCODE (If so, keycode may consist of no more than 6 positions)
☐ LACS ☐ DSF2™ ☐ DSF2™ REPORT BY KEYCODE ☐ LOT (Line Of Travel) ☐ DECEASED

NCOA FILE EXTRACT: ☐ 6 month ☐ 12 month ☐ 24 month ☐ 36 month ☐ 48 month

OPTIONAL: ☐ Other (please specify) _____ (If choice is not given, 48 months will be used)

MATCHING LOGIC: ☐ **STANDARD** - includes family, individual, and business move match logic
☐ **OPTIONAL** - individual match only
☐ **OPTIONAL** - individual match and business match only

Output will be in your original input format with standardized and NCOA data appended. Should you wish a different format, please check appropriate box & provide specific information. Special o/p format may require additional fees.

☐ ABOVE FORMAT ACCEPTABLE ☐ SPECIAL FORMAT REQUIRED

NOTE: Since not everyone fills out Change Of Address forms from the Post Office, and due to the stringent NCOA Matching Rules, there may be a change of address that the NCOA process will not provide.

Shipping Method Preferred: _____

Billing Address:

CONTACT _____
COMPANY _____
ADDRESS 1 _____
ADDRESS 2 _____
CITY _____ STATE _____ ZIP _____

Return Date: _____

Shipping Address:

CONTACT _____
COMPANY _____
ADDRESS 1 _____
ADDRESS 2 _____
CITY _____ STATE _____ ZIP _____

Specific Instructions/Comments: _____

Signature: _____
Feel Free To Call Us With Any Questions

Date: ____/____/____

Master Listing

Record Layout

[20273lyt.html](#)

CASS Summary

[20273cas.html](#)

LACS

Summary

[20273lc1.html](#)

Totals by Match Type

[20273lc2.html](#)

Totals by State and Match Type

[20273lc3.html](#)

Conversion Effective Date By Match Type

[20273lc4.html](#)

APPENDIX Record Layout

* CASS * LACS *

We have added 571 positions to your original input. The new record size is 831.

The 'Final Address' appendage represents the result of the last process that updated or standardized your address. If we were unable to ZIP+4 code the input address, the 'Final Address' will contain our best effort at standardizing the original address. However, if the ZIP+4 code is blank, always use your original address fields. In these cases, the address standardization process may be unable to recognize all the address elements, and therefore may not return a complete standardized address.

LIABILITY NOTICE

Megabase data shall not be liable to client for the complete accuracy of all data examined and/or altered, nor from any loss or injury arising out of or caused, in whole or in part, by Megabase Data negligent acts or omissions in procuring, compiling, collecting, processing, communicating, or delivering the data mentioned herein, directly or indirectly to client. Megabase Data's sole liability and client's sole remedy, regardless of the form of legal action taken by client, whether in tort or contract, shall not exceed the refund of the amounts, if any, paid by client. Client agrees Innovative Data shall not be liable for lost profits or any indirect, incidental, special, or consequential damages, even if advised of the possibility of such damages.

The aforementioned paragraph is extracted from the terms and conditions in the 'Processing Acknowledgement Form' that must be signed by all clients prior to the commencement of services. By signing that form the client acknowledges and accepts all the terms and conditions stated therein. Innovative Data may modify any or all terms and conditions of service by posting any such changes on its web site at www.Megabasedata.com

Thank you for your business

If you have any questions, please contact our client services department:

631-293-6100

888-728-6262

Sales@megabasedata.com

APPENDIX

Record Layout (cont'd)

<u>FIELD DESCRIPTION</u>	<u>LENGTH</u>	<u>POSITIONS</u>
Original input record	260	001 - 260
Megabase Data Job Number	03	261 - 263
Megabase Data Sequence Number	09	264 - 272
Reserved	04	273 - 276
Reserved	01	277 - 277
City (Confirmed / Corrected)	15	278 - 292
State (Confirmed / Corrected)	02	293 - 294
ZIP Code (Confirmed / Corrected)	05	295 - 299
ZIP+4 Code	04	300 - 303
Delivery Point Barcode	03	304 - 306
Car-rt Code	04	307 - 310
ZIP Correction Action Code	01	311 - 311

CodeKey: A - The ZIP Code was altered B - No match was available and original ZIP Code was invalid C - The original ZIP Code was confirmed O - The original ZIP Code was kept because no address match was found BLANK - Confirmed, APO, FPO, Military Bases, and Government Agency Zip Codes
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Reserved	01	312 - 312
Address Type Code	01	313 - 313

CodeKey: F - Firm Delivery R - Rural Route or Hwy Contract G - General Delivery H - High Rise	S - Street Address P - PO Box Blank - No Match Determined
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Action Code	01	314 - 314
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CodeKey: C - No Match W - LACS Match

APPENDIX

Record Layout (cont'd)

ADDRESS STANDARDIZATION:

<u>FIELD DESCRIPTION</u>	<u>LENGTH</u>	<u>POSITIONS</u>
ADDRESS FIELDS		
Street Address	50	315 - 364
Secondary Address	08	365 - 372
Secondary Address Designator (see last pg)	04	373 - 376
Urbanization	28	377 - 404
Reserved	02	405 - 406
Private Mailbox	12	407 - 418

FOOTNOTE FIELDS

City/State Corrected ('B' = Yes / blank otherwise)	01	419 - 419
Secondary Number Missing ('H' = Yes / blank otherwise)	01	420 - 420
Delivery Address Component, add/delete/change ('L' = Yes / blank otherwise)	01	421 - 421
Street Name Spelling Changed ('M' = Yes / blank otherwise)	01	422 - 422
Delivery Address Standardized ('N' = Yes / blank otherwise)	01	423 - 423
Invalid Secondary Number ('S' = Yes / blank otherwise)	01	424 - 424
Reserved	02	425 - 426

APPENDIX

Record Layout (cont'd)

LACS:

<u>FIELD DESCRIPTION</u>	<u>LENGTH</u>	<u>POSITIONS</u>
NEW LACS ADDRESS		
Street Address	50	427 - 476
Secondary Address Number	08	477 - 484
Secondary Address Designator (see last pg)	04	485 - 488
Reserved	42	489 - 530
Reserved	04	531 - 534
Reserved	01	535 - 535
Reserved	03	536 - 538
New city name*	13	539 - 551
Reserved	02	552 - 553
New state (Abbreviated)	02	554 - 555
New ZIP code	05	556 - 560
New ZIP+4	04	561 - 564
New Delivery Point Barcode	03	565 - 567
LACS Corrected Carrier Route Code	04	568 - 571
Conversion Date (YYYYMM)	06	572 - 577
Conversion Match Type Code	01	578 - 578

CodeKey: 2 - Rural with box number to street type address (split)** 3 - Street to street type address (split)** 5 - Rural with box to street type address 6 - Address located within 1/4 mile of delivery office*** 7 - Street to street type address 8 - Rural with no box number to street type address

Reserved	22	579 - 600
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* The Postal Service only provides a 13 character city field which may represent a standardized abbreviated version.

** Split is determined as a preconversion address where several families or individuals received mail, and subsequent to conversion each entity will now have a unique address.

*** Indicates an address when the customer does not have a delivery box on the postal carrier's line of travel and receives mail at a PO Box or General Delivery.

APPENDIX

Record Layout (cont'd)

FINAL ADDRESS:

<u>FIELD DESCRIPTION</u>	<u>LENGTH</u>	<u>POSITIONS</u>
Full Address	50	601 - 650
House Number	10	651 - 660
PreDirection	2	661 - 662
Street Name	28	663 - 690
Street Suffix	4	691 - 694
PostDirection	2	695 - 696
Secondary Address Designator (see last pg)	4	697 - 700
Secondary Address Value	8	701 - 708
PO Box Description	6	709 - 714
PO Number	10	715 - 724
RR/HC Number	10	725 - 734
RR/HC Box	10	735 - 744
City	13	745 - 757
State	2	758 - 759
ZIP Code	5	760 - 764
ZIP+4 Code	4	765 - 768
Delivery Point Barcode	3	769 - 771
Carrier Route	4	772 - 775
Reserved	4	776 - 779
Reserved	1	780 - 780
Urbanization	28	781 - 808
Private Mailbox Number	12	809 - 820
Reserved	1	821 - 821
Reserved	9	822 - 830
Secondary Address Indicator*	1	831 - 831

** If set to 'X', to avoid truncation of the Secondary Address, the Secondary Address has not been appended to the Full Address field. In this case, the Secondary Address can be obtained from the Secondary Address Designator, and Secondary Address Value fields.*

APPENDIX

Record Layout (cont'd)

SECONDARY ADDRESS DESIGNATOR DESCRIPTIONS

<u>Abbreviation</u>	<u>Descriptor</u>	<u>Abbreviation</u>	<u>Descriptor</u>
APT	Apartment	PIER	Pier
BSMT	Basement	REAR	Rear
BLDG	Building	RM	Room
DEPT	Department	SIDE	Side
FL	Floor	SLIP	Slip
FRNT	Front	STOP	Stop
HNGR	Hanger	STE	Suite
LBBY	Lobby	TRLR	Trailer
LOT	Lot	UNIT	Unit
LOWR	Lower	#	Unknown
OFC	Office	UPPR	Upper
PH	Penthouse		

Coding Accuracy Support System (CASS)

Summary Report

A. Software						
A 1	1. CASS Certified Company Name Innovative Data.		2. CASS Certified Software Name & Version MEGABASE CODER - INTERNAL DPV (1.04)		3. Configuration AAA	
	4. Z4 Change Certified Company Name		5. Z4 Change Certified Software Name & Version		6. Configuration	
	7. eLOT Certified Company Name Megabase Data.		8. eLOT Certified Software Name & Version MEGABASE CODER - INTERNAL DPV (1.04)		9. Configuration AAA	
	10. DPC Utility Certified Company Name		11. DPC Utility Software Name & Version		12. Configuration	
A 2	1. MASS Certified Company Name		2. MASS Certified Software Name, Version, & Model No.		3. Configuration	
					4. MLOCR Serial No.	
B. List						
1. List Processor's Name Megabase Data.			2. Date List Processed		3. Date of Database Product Used	
			a. Master File 08/28/2003		a. ZIP + 4 File 08/15/2003	
			b. Z4 Change		b. Z4 Change	
			c. eLOT 08/28/2003		c. eLOT 08/15/2003	
			d. CRIS 08/28/2003		d. CRIS 08/15/2003	
4. List Name or ID No.			5. Number of Lists 1		6. Total Records Submitted for Processing 810306	
C. Output						
Output Rating	1. Total Coded	2. Validation Period		1. Total Coded	2. Validation Period	
a. ZIP+4 Coded	790062	FROM 08/28/2003 TO 02/24/2004	d. 5-Digit Coded	791717	FROM 08/28/2003 TO 08/27/2004	
b. Z4 Change Processed			e. CR RT Coded	790139	FROM 08/28/2003 TO 11/26/2003	
c. DPBC Assigned	790062	FROM 08/28/2003 TO 02/24/2004	f. eLOT Assigned	0	FROM 08/28/2003 TO 11/26/2003	
D. Mailer						
I certify that the mailing submitted with this form has been coded (as indicated above) using CASS-certified software meeting all of the requirements of Domestic Mail Manual A950.			3. Name & Address of Mailer			
1. Mailer's Signature		2. Date Signed				
E. Qualitative Statistical Summary (QSS)						
For Informational Purposes Only: QSS is solely made available for the list processor's review and analysis. This informaion is not to be considered by the Postal Service personnel in determining rate eligibility under any circumstances.						
High Rise Default 14863	High Rise Exact 77623	Rural Route Default 1904	Rural Route Exact 12609	LACS 5508	EWS 1	DPV 0

Job:	20273
Date:	08/28/2003
Client:	E-COMMERCE
Control#:	297069

Locatable Address Conversion System Report - 1 Summary

<u>LACS SUMMARY</u>	<u>QUANTITY</u>	<u>% OF INPUT</u>
Total Input Records Read	810306	100.00
Total Records Matched To LACS	2521	0.31
Total Records Not Matched	807785	99.69
 <u>ADDRESS ENHANCEMENTS</u>		
Total Input Records Read	810306	100.00
ZIP+4 Codes Appended	790062	97.50
ZIP Codes Confirmed Or Corrected	791717	97.71
ZIP Codes Confirmed	785794	96.97
ZIP Codes Corrected	5923	0.73
 <u>ADDRESS TYPE TOTALS</u>		
Street Address	636326	78.53
PO Box	46612	5.75
Rural Route / Highway Contract	14513	1.79
High Rise	92486	11.41
Firm	35	0.00
General Delivery	167	0.02
Unique 5-digit ZIP	0	0.00
Unknown	20167	2.49

Locatable Address Conversion System Report - 2

Total by Match Type

CONVERSION MATCH TYPE CODES	TYPE OF MATCH LOGIC REQUIRED	QUANTITY	% OF MATCHES
2-Rural with box number to street type address (split)*	Name & Address	0	0.00
3-Street to street type address (split)*	Name & Address	0	0.00
5-Rural with box to street type address	Address only	1930	76.56
6-Address located within 1/4 mile of delivery office**	Name & Address	0	0.00
7-Street to street type address	Address only	591	23.44
8-Rural with no box number to street type address	Name & Address	0	0.00
TOTAL LACS MATCHES		2521	100.00

* Split is determined as a preconversion address where several families or individuals received mail, and subsequent to conversion each entity will now have a unique address.

** This record indicates an address when the customer does not have a delivery box on the postal carrier's line of travel and receives mail at a PO Box or General Delivery.

Job:	20273
Date:	08/28/2003
Client:	E-COMMERCE
Control#:	297069

Locatable Address Conversion System Report - 3

Total by State and Match Type

State	State Input Quantity	Total # of Converted Addresses	Converted as % Of State Input	% Of Total Converted	M a t c h T y p e C o d e s *					
					2	3	5	6	7	8
ALABAMA	51103	365	0.71	14.48	0	0	250	0	115	0
ALASKA	8576	9	0.10	0.36	0	0	0	0	9	0
ARIZONA	0	0	0.00	0.00	0	0	0	0	0	0
ARKANSAS	103	0	0.00	0.00	0	0	0	0	0	0
CALIFORNIA	247357	23	0.01	0.91	0	0	11	0	12	0
COLORADO	27404	0	0.00	0.00	0	0	0	0	0	0
CONNECTICUT	6196	0	0.00	0.00	0	0	0	0	0	0
DELAWARE	2120	6	0.28	0.24	0	0	2	0	4	0
DISTRICT OF COLUMBIA	100	0	0.00	0.00	0	0	0	0	0	0
FLORIDA	66787	621	0.93	24.63	0	0	408	0	213	0
GEORGIA	10308	63	0.61	2.50	0	0	54	0	9	0
HAWAII	19769	40	0.20	1.59	0	0	15	0	25	0
IDAHO	105	5	4.76	0.20	0	0	1	0	4	0
ILLINOIS	1099	1	0.09	0.04	0	0	0	0	1	0
INDIANA	24298	28	0.12	1.11	0	0	14	0	14	0
IOWA	0	0	0.00	0.00	0	0	0	0	0	0
KANSAS	1547	0	0.00	0.00	0	0	0	0	0	0
KENTUCKY	2752	4	0.15	0.16	0	0	4	0	0	0
LOUISIANA	264	0	0.00	0.00	0	0	0	0	0	0
MAINE	0	0	0.00	0.00	0	0	0	0	0	0
MARYLAND	21149	0	0.00	0.00	0	0	0	0	0	0
MASSACHUSETTS	1	0	0.00	0.00	0	0	0	0	0	0
MICHIGAN	24293	1	0.00	0.04	0	0	0	0	1	0
MINNESOTA	0	0	0.00	0.00	0	0	0	0	0	0
MISSISSIPPI	35712	375	1.05	14.88	0	0	336	0	39	0
MISSOURI	2352	1	0.04	0.04	0	0	1	0	0	0
MONTANA	733	2	0.27	0.08	0	0	1	0	1	0
NEBRASKA	1112	0	0.00	0.00	0	0	0	0	0	0
NEVADA	4821	0	0.00	0.00	0	0	0	0	0	0
NEW HAMPSHIRE	0	0	0.00	0.00	0	0	0	0	0	0
NEW JERSEY	14039	2	0.01	0.08	0	0	0	0	2	0

*USPS LACS MATCHED TYPE CODES LEGEND:

- 2 - Rural with box number to street type address (split)
- 3 - Street to street type address (split)
- 5 - Rural with box to street type address
- 6 - Address located within 1/4 mile of delivery office
- 7 - Street to street type address
- 8 - Rural with no box number to street type address

Locatable Address Conversion System Report - 3

Total by State and Match Type

State	State Input Quantity	Total # of Converted Addresses	Converted as % Of State Input	% Of Total Converted	M a t c h T y p e C o d e s *					
					2	3	5	6	7	8
NEW MEXICO	0	0	0.00	0.00	0	0	0	0	0	0
NEW YORK	23796	56	0.24	2.22	0	0	22	0	34	0
NORTH CAROLINA	807	0	0.00	0.00	0	0	0	0	0	0
NORTH DAKOTA	0	0	0.00	0.00	0	0	0	0	0	0
OHIO	16951	0	0.00	0.00	0	0	0	0	0	0
OKLAHOMA	8023	138	1.72	5.47	0	0	132	0	6	0
OREGON	0	0	0.00	0.00	0	0	0	0	0	0
PENNSYLVANIA	56189	503	0.90	19.95	0	0	441	0	62	0
RHODE ISLAND	0	0	0.00	0.00	0	0	0	0	0	0
SOUTH CAROLINA	759	27	3.56	1.07	0	0	24	0	3	0
SOUTH DAKOTA	0	0	0.00	0.00	0	0	0	0	0	0
TENNESSEE	710	0	0.00	0.00	0	0	0	0	0	0
TEXAS	47292	169	0.36	6.70	0	0	149	0	20	0
UTAH	0	0	0.00	0.00	0	0	0	0	0	0
VERMONT	0	0	0.00	0.00	0	0	0	0	0	0
VIRGINIA	42198	15	0.04	0.60	0	0	14	0	1	0
WASHINGTON	21020	7	0.03	0.28	0	0	0	0	7	0
WEST VIRGINIA	9632	57	0.59	2.26	0	0	50	0	7	0
WISCONSIN	0	0	0.00	0.00	0	0	0	0	0	0
WYOMING	7993	3	0.04	0.12	0	0	1	0	2	0
SUB-TOTAL	809470	2521	0.31	100.00	0	0	1930	0	591	0
APO/FPO	0	0	0.00	0.00	0	0	0	0	0	0
PUERTO RICO	0	0	0.00	0.00	0	0	0	0	0	0
VIRGIN ISLANDS	0	0	0.00	0.00	0	0	0	0	0	0
OTHER NON-DOMESTIC	9	0	0.00	0.00	0	0	0	0	0	0
UNKNOWN	827	0	0.00	0.00	0	0	0	0	0	0
TOTAL	810306	2521	0.31	100.00	0	0	1930	0	591	0

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- 2 - Rural with box number to street type address (split)
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Locatable Address Conversion System Report - 4

Conversion Effective Date By Match Type

<u>Month</u>	<u>Year</u>	<u>M a t c h T y p e C o d e s</u> *						<u>Total</u>	<u>% of Total Converted</u>
		<u>2</u>	<u>3</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>		
8	2003	0	0	9	0	0	0	9	0.36
7	2003	0	0	5	0	0	0	5	0.20
6	2003	0	0	21	0	2	0	23	0.91
5	2003	0	0	149	0	11	0	160	6.35
4	2003	0	0	192	0	98	0	290	11.50
3	2003	0	0	74	0	36	0	110	4.36
2	2003	0	0	0	0	0	0	0	0.00
1	2003	0	0	0	0	0	0	0	0.00
12	2002	0	0	0	0	0	0	0	0.00
11	2002	0	0	473	0	55	0	528	20.94
10	2002	0	0	320	0	127	0	447	17.73
9	2002	0	0	0	0	0	0	0	0.00
8	2002	0	0	494	0	196	0	690	27.37
7	2002	0	0	0	0	0	0	0	0.00
6	2002	0	0	11	0	7	0	18	0.71
5	2002	0	0	0	0	0	0	0	0.00
4	2002	0	0	8	0	4	0	12	0.48
3	2002	0	0	23	0	6	0	29	1.15
2	2002	0	0	0	0	0	0	0	0.00
1	2002	0	0	0	0	0	0	0	0.00
12	2001	0	0	0	0	0	0	0	0.00
11	2001	0	0	1	0	1	0	2	0.08
10	2001	0	0	3	0	10	0	13	0.52

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Job:	20273
Date:	08/28/2003
Client:	E-COMMERCE
Control#:	297069

Locatable Address Conversion System Report - 4

Conversion Effective Date By Match Type

<u>Month</u>	<u>Year</u>	<u>M a t c h T y p e C o d e s</u> *						<u>Total</u>	<u>% of Total Converted</u>
		<u>2</u>	<u>3</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>		
9	2001	0	0	14	0	3	0	17	0.67
8	2001	0	0	6	0	0	0	6	0.24
7	2001	0	0	0	0	0	0	0	0.00
6	2001	0	0	2	0	5	0	7	0.28
5	2001	0	0	2	0	3	0	5	0.20
4	2001	0	0	0	0	0	0	0	0.00
3	2001	0	0	8	0	0	0	8	0.32
2	2001	0	0	0	0	0	0	0	0.00
1	2001	0	0	1	0	0	0	1	0.04
12	2000	0	0	14	0	5	0	19	0.75
11	2000	0	0	0	0	0	0	0	0.00
10	2000	0	0	0	0	0	0	0	0.00
9	2000	0	0	0	0	0	0	0	0.00
8	2000	0	0	24	0	1	0	25	0.99
7	2000	0	0	8	0	2	0	10	0.40
6	2000	0	0	0	0	0	0	0	0.00
5	2000	0	0	0	0	0	0	0	0.00
4	2000	0	0	0	0	0	0	0	0.00
3	2000	0	0	0	0	0	0	0	0.00
2	2000	0	0	0	0	0	0	0	0.00
1	2000	0	0	0	0	0	0	0	0.00
12	1999	0	0	0	0	0	0	0	0.00
11	1999	0	0	0	0	0	0	0	0.00

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Locatable Address Conversion System Report - 4

Conversion Effective Date By Match Type

<u>Month</u>	<u>Year</u>	<u>M a t c h T y p e C o d e s</u> *						<u>Total</u>	<u>% of Total Converted</u>
		<u>2</u>	<u>3</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>		
10	1999	0	0	0	0	0	0	0	0.00
9	1999	0	0	0	0	0	0	0	0.00
8	1999	0	0	0	0	0	0	0	0.00
7	1999	0	0	2	0	1	0	3	0.12
6	1999	0	0	3	0	0	0	3	0.12
5	1999	0	0	3	0	0	0	3	0.12
4	1999	0	0	4	0	1	0	5	0.20
3	1999	0	0	0	0	0	0	0	0.00
2	1999	0	0	0	0	0	0	0	0.00
1	1999	0	0	0	0	0	0	0	0.00
12	1998	0	0	0	0	4	0	4	0.16
11	1998	0	0	0	0	0	0	0	0.00
10	1998	0	0	3	0	0	0	3	0.12
9	1998	0	0	3	0	0	0	3	0.12
Total:		0	0	1880	0	578	0	2458	97.50

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N C O A REPORT - 9

National Delivery Index

(1) <u>ZIP+4</u>	(2) <u>Apt #</u>	(3) <u>Rural Route</u>	(4) <u>5-Digit ZIP</u>	(5) <u>Carrier Route</u>
97.50%	87.53%	96.82%	97.71%	97.51%

Table Key

- (1) Percent of addresses containing correct ZIP+4 Codes.
- (2) Percent of addresses containing apartment numbers for addresses destined to apartment buildings.
- (3) Percent of addresses containing box numbers for addresses destined to rural/highway contract routes.
- (4) Percent of addresses containing correct ZIP Codes.
- (5) Percent of addresses containing correct Carrier Routes.