

PER/ZIP4 and Suite^{Link}

Starting in August of 2011 the United States Postal Service will require that all CASS Certified™ postal coding solutions perform Suite^{Link} processing as part of CASS processing. PER/ZIP4 is already prepared to meet this requirement.

The United States Postal Service's Suite^{Link} database is currently included with PER/ZIP4 and available for use today.

According to USPS estimates, nearly 1.8 billion mailpieces are sent to business addresses in large buildings without the correct suite number. Getting these mailpieces delivered depends entirely on the carrier's personal knowledge. But the carrier might not always know where the mail should be delivered and the mailpiece can end up as undeliverable-as-addressed (UAA).

Suite^{Link} is designed to help fix these incomplete or inaccurate business addresses by matching to the business name and providing the correct suite number. This allows the mailpiece to be correctly and completely addressed to a valid delivery point and avoid becoming possible UAA mail. With Suite^{Link}, mailers experience more efficient processing and delivery of their business-addressed mail.

Because installation and use of Suite^{Link} is optional at this time, users must specifically select Suite^{Link} for installation while installing PER/ZIP4 and PER/ZIP4 updates. When installation and use of Suite^{Link} becomes required, Suite^{Link} will be installed automatically with PER/ZIP4 and PER/ZIP4 updates.

If the Suite^{Link} database is installed, Suite^{Link} processing is performed by all three PER/ZIP4 interfaces; Interactive, Callable Program (API), and Batch.

Interactive Interface

While using the PER/ZIP4 interactive interface, if Suite^{Link} processing results in the conversion of an address, the message **Secondary address information updated by SUITE-Link** will appear at the bottom of the screen.

Callable Program (API) Interface

While using the PER/ZIP4 callable program interface, if Suite^{Link} processing results in an address being updated, the updated address will be returned and the informational code "SLK" will appear in the error code (ECOD##) field.

It is important to note that just like "ALT", "BNR", and "LLK"; "SLK" is an informational code and not a true error.

Batch Interface

While using the PER/ZIP4 batch interface, if Suite^{Link} processing results in an address being updated, the address will appear on the PER/ZIP4 Coding Report with the new "SLK" informational message. This message will appear for each address that is updated as a result of Suite^{Link} processing.

You will also see the new PER/ZIP4 Suite^{Link} Address Updates Report. This report shows exactly which addresses in your file were updated as a result of Suite^{Link} processing. Below is an example of the PER/ZIP4 Suite^{Link} Address Updates Report:

```
4:14 PM
PER/ZIP4 - POSTAL CODING
PZ4TESTLIB/TNMASTG/*FIRST/1 SUITE-LINK ADDRESS UPDATES 1/09/09 PAGE
----- KEY # ----- FIRM NAME ----- ADDRESS ----- LAST LINE -----
00000012 OLD CHAPMAN CORP 331 S MAIN ST
NEW CHAPMAN CORP 331 S MAIN ST STE 8 WASHINGTON PA 15301-6367
00000131 OLD WIELAND DESIGNS 901 E MADISON ST
NEW WIELAND DESIGNS 901 E MADISON ST STE A GOSHEN IN 46528-3500
00000236 OLD BED BATH & BEYOND 650 LIBERTY AVE
NEW BED BATH & BEYOND 650 LIBERTY AVE STE 2 UNION NJ 07083-8135
00000252 OLD NORTH STAR TRUCKING 837 APOLLO RD
NEW NORTH STAR TRUCKING 837 APOLLO RD STE C SAINT PAUL MN 55121-2386
00000280 OLD OCEAN BANK 780 NW 42ND AVE
NEW OCEAN BANK 780 NW 42ND AVE STE 3 MIAMI FL 33126-5536
00000294 OLD SHOWTIME INC 1633 BROADWAY
NEW SHOWTIME INC 1633 BROADWAY FL 4 NEW YORK NY 10019-6708
00000473 OLD CHIPPEWA COUNTY 711 N BRIDGE ST
NEW CHIPPEWA COUNTY 711 N BRIDGE ST STE 1 CHIPPEWA FALLS WI 54729-1876
00000531 OLD FIRST FRANKLIN FINANCIAL CORP 2150 N 1ST ST
NEW FIRST FRANKLIN FINANCIAL CORP 2150 N 1ST ST STE 100 SAN JOSE CA 95131-2045
00000639 OLD DIOCESE OF SOUTHERN OHIO 412 SYCAMORE ST
NEW DIOCESE OF SOUTHERN OHIO 412 SYCAMORE ST FL 3 CINCINNATI OH 45202-4195
00000661 OLD METROPOLITAN OPERA ASSOCIATION 30 LINCOLN CENTER PLZ RM 629
NEW METROPOLITAN OPERA ASSOCIATION 30 LINCOLN CENTER PLZ FRNT 1 NEW YORK NY 10023-6980
```

If you have questions regarding Suite^{Link} or PER/ZIP4's implementation of Suite^{Link}, please contact us by phone at 601-856-8337 or by email at Software@WorksRight.com.