

# Activating **PER/RDI**

Enclosed you will find an RDI Fact Sheet and a USPS RDI License Application Package. These documents are intended to help you understand and get started using **PER/RDI** as quickly as possible.

**PER/RDI** is an optional, no-charge, component of **PER/DPV**. However, before we can issue a permanent password to unlock **PER/RDI**, we must have on file a photocopy of page 1 and the signature page of your RDI Data License with the USPS.

The following steps outline the complete process of activating **PER/RDI**.

1. Complete the enclosed USPS RDI License Application and submit the completed application to the USPS National Customer Support Center as instructed in the document.
2. If your license application is approved, you will receive an RDI Data License that must be signed and submitted to the USPS along with your initial RDI Data License fee. At this time, the RDI Data License fee is \$300.00 per year.
3. Next, you will receive a fully executed (signed by both parties) RDI Data License Agreement from the USPS. Your first RDI Data CD-ROM will most likely accompany this document.
4. Fax to WorksRight Software, Inc. a copy of the first page and the signature page of your RDI Data License Agreement. Our fax number is 601-856-9432.
5. Upon receipt of the specified documents, we will provide a permanent password to unlock **PER/RDI** on your iSeries or AS/400. At this time, we will also provide the instructions for loading the RDI Data directly from the USPS CD-ROM onto your i5, iSeries or AS/400.

If you have any questions about **PER/RDI**, the RDI Data License, or the process outlined above, please call us at 601-856-8337.



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