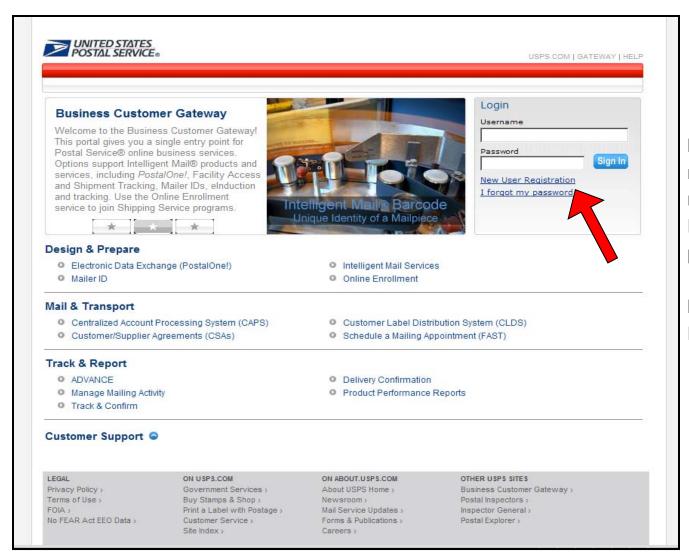




Go to: https://eddm.usps.com/eddm

Click on EDDM Retail

Unless you have already logged in, you will be redirected to the Business Customer Gateway



If you have already registered and requested access to use the Every Door Direct Mail program, log in.

If not CLICK ON: 'New User Registration'

		Choose Busines
		Choose Busines
		Account
*Pick a Password	Pick Two Security Questions	Create Username password
Passwords need 7 characters, including a letter and number. They are case-sensitive. They can include special characters, but not your username or more	Please answer two secret questions. If you forget your password, you will be asked for this information to re-gain access to our site.	
Password	*Pick Your First Security Question	Choose Security questions &
Password Strength 0% Too Short	Your Answer Answers are not case-sensitive. 👔	answers
Re-Type Password	Re-Type Your Answer	Enter name and contact info
	CONFIRM FIRST SECURITY ANSWER	Submit Informati
	Passwords need 7 characters, including a letter and number. They are case-sensitive. They can include special characters, but not your username or more than two repeat characters in a row. Password Password Password Strength 0% Too Short	Passwords need 7 characters, including a letter and number. They are case-sensitive. They can include special characters, but not your username or more than two repeat characters in a row. Password Password Password Strength 0% Too Short Re-Type Password Re-Type Password

USPS.COM

And you're registered!

You've registered the username yesenia.mendez@usps.gov. Check your inbox for an email with details on your new account. Now, you'll be directed to your account, where you can explore its tools.



You will see this page.

	Profile >> Request Access >> Request Status >>
Se	elect a Business Service
o tł	e Business Services that display on the Business Customer Gateway are grouped into categories. Click the details link next ne service to get more information. To apply for access to a Business Service, select one of the service links from the list ow.
0	search for a specific service, enter a key word about that service and then click the Submit button for a customized result set.
.00	ate service where Service Name contains: Submit
-	Small Business Services
	 Select Multiple Services (details)
-	Account Services
	Incentive Programs (details) Verification Assessment Evaluator (PostalOne!) (details)
-	Design & Prepare
	Intelligent Mail Small Business (IMsb) (details) Mailer ID (details)
-	Mail & Transport
	Customer Label Distribution System (CLDS) (details) Customer/Supplier Agreements (CSAs) (details) Schedule a Mailing Appointment (FAST) (details) Transportation Location Service (TLS) (details)
-	Mailing Services
	Audit Mailing Activity (PostalOne!) Every Door Direct Mail (details)
=	Shipping Services
	Manage Electronic Return Activity (PRS) (details)
	Manage Electronic Verification Activity (eVS) (details)
	Manage Scan Based Payment Activity (SBP) (details) Online Enrollment (details)
	- Online Enrollment (details)

Now register to use service and get your individual CRID

Click on Every Door Direct Mail

Select Busines			Access >> Requ	ıest Status ≻>	USPS.COM GATE	NAY HELP SIGN OUT	
location.		to associate to a service.	. This enables you to	access the data	for that business		
You have selected the f Service Every Door Direct I	-]			
		inked with the business loss not shown in the table b					Check box
	ess name, and to return to th	ed business locations, at I then click the Next buttor e previous screen.		iness service by	selecting the check Add Location		Add locations if necessary
Business Name	CRID	Address	City	State/ Province	ZIP/ Postal Code		
Cancel	7954276	800 RINEHART RD	LAKE MARY	FL	32746		Click next
LEGAL Privacy Policy > Terms of Use > FOIA > No FEAR Act EEO Data >	Buy Star Print a L	nent Services > mps & Shop > abel with Postage > er Service >	ON ABOUT.USPS.COM About USPS Home > Newsroom > Mail Service Updates Forms & Publications : Careers >	Bu Ga > Pos	HER USPS SITES siness Customer teWay > stal Inspectors > pector General > stal Explorer >		
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UNITED STATES POSTAL SERVICE®			USPS.COM GATEWAY HELP SIGN OUT		
	Profile >>	Request Access >>	Request Status >>		
Permissions Granted					
You have been granted access to the services at the business locations you have chosen. You can access them from the Business Customer Gateway by clicking below.					
			Continue		

Permission will be granted.

Click Continue.

Business Customer Gateway

From your homepage you can request access to services. Online services help you manage day-to-day activities of your mailing and shipments, from design and prepare to transport and tracking.

When you select a service and you do not have access, the system will give you the option to add a service.



Your Account Settings Welcome Yesenia

Profile Profile Request Access Request Status

Account Services

- Balance & Fees (PostalOne!)
- Verification Assessment Evaluator (PostalOne!)

Design & Prepare

- Automated Business Reply Mail
- Intelligent Mail Services
- Mailer ID

Mail & Transport

- Centralized Account Processing System (CAPS)
- Customer/Supplier Agreements (CSAs)

Mailing Services

Audit Mailing Activity (PostalOne!)

Shipping Services

- Manage Electronic Return Activity (PRS)
- Manage Scan Based Payment Activity (SBP)

Track & Report

- ADVANCE
- Product Performance Reports

- Electronic Data Exchange (PostalOne!)
- Intelligent Mail Small Business (IMsb)

Manage Permits (PostalOne!)

- Customer Label Distribution System (CLDS)
- Schedule a Mailing Appointment (FAST)

Every Door Direct Mail



To use the program:

Click on Every Door Direct Mail

This will take you back to the entry site to begin!

