AIS Products: File Naming Convention

Beginning October 2014, all Address Quality and Address Management products will be provided via the Electronic Product Fulfillment (EPF) method. CD/DVD fulfillment will no longer be an option for product fulfillment.

Based on feedback during the initial EPF pilot testing, to simplify the download process, the format of the products on EPF is different than the same product data on the CD/DVDs. A .tar file for each product is provided on EPF. It contains all of the files that are in the folders provided on CD/DVD. Below is an example of files on EPF.
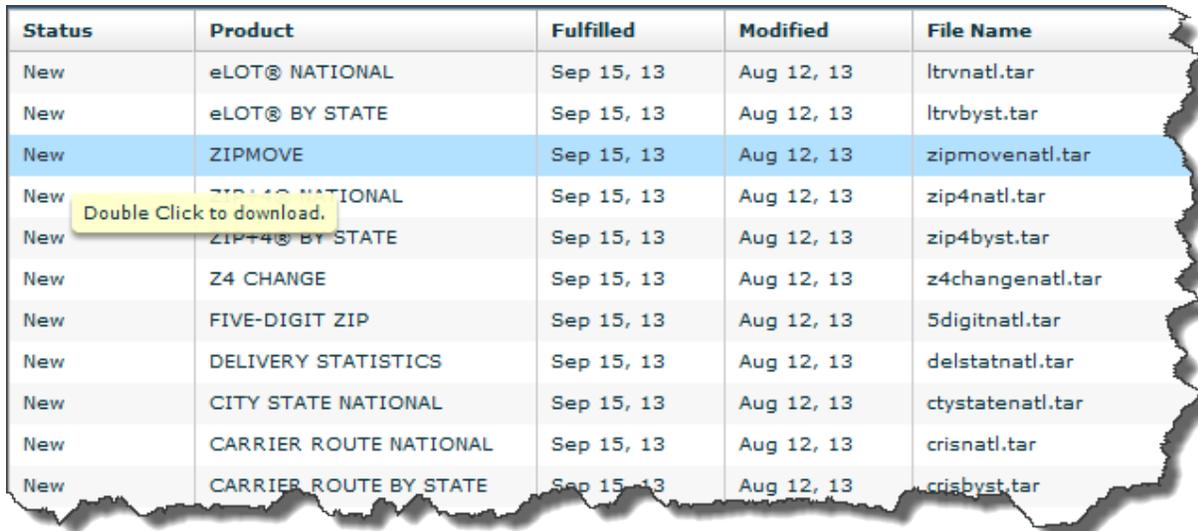
Status	Product	Fulfilled	Modified	File Name
New	eLOT® NATIONAL	Sep 15, 13	Aug 12, 13	ltrvnatl.tar
New	eLOT® BY STATE	Sep 15, 13	Aug 12, 13	ltrvbyst.tar
New	ZIPMOVE	Sep 15, 13	Aug 12, 13	zipmovenatl.tar
New	ZIP+4® NATIONAL	Sep 15, 13	Aug 12, 13	zip4natl.tar
New	ZIP+4® BY STATE	Sep 15, 13	Aug 12, 13	zip4byst.tar
New	Z4 CHANGE	Sep 15, 13	Aug 12, 13	z4changenatl.tar
New	FIVE-DIGIT ZIP	Sep 15, 13	Aug 12, 13	5digitnatl.tar
New	DELIVERY STATISTICS	Sep 15, 13	Aug 12, 13	delstatnatl.tar
New	CITY STATE NATIONAL	Sep 15, 13	Aug 12, 13	ctystatenatl.tar
New	CARRIER ROUTE NATIONAL	Sep 15, 13	Aug 12, 13	crisnatl.tar
New	CARRIER ROUTE BY STATE	Sep 15, 13	Aug 12, 13	crisbyst.tar

Double Click to download.

The product file(s) will have to be downloaded, extracted from a .tar file to a .zip file by clicking on it, and unzipped. The unzip password currently used for your product files will remain the same, when appropriate. Address Quality and Address Management product files remain accessible in your EPF account for up to 60 days from the date of fulfillment and you may save them to your hard drive, CD, DVD, or Thumb drive media from your own desktop. There will be an option to receive both CD/DVDs and electronic files for three months after requesting EPF as long as the months do not exceed the final product fulfillment date.

The final fulfillment of CD/DVD products will be the October 2014 products.

The attached Electronic Product Fulfillment Web Access Request Form must be completed and submitted as instructed on the form by October 1, 2014 to avoid interruption of service. The completed form may be mailed, faxed, or scanned and emailed to the address information provided on the form. If you wish to convert your fulfillment to EPF prior to the scheduled transition, you may send the completed form and your transition will take place as soon as possible. Allow 5 business days for processing your request.

Limited support will be available to those customers using an automated download method from EPF. It is essential that you prepare your automated process to recognize the new file naming conventions once the transition to EPF fulfillment is complete.

We are looking forward to working with your during this transition and thank you for using our products and services.

Should you have any questions or need additional information, please contact the AMS Support group at 800-331-5747 or via email to amssupport.ncsc@usps.gov.