



## iAddress™ Updater

December 2015, Volume 8, Number 10

### Postal Updates for 2016

The following is a summary of the major changes to mail preparation that have come into effect in 2015 and will be coming into effect in January, 2016.

March 30, 2015

- Changes to EST version 2.0. These changes require customers to validate items such as the service, postage, transportation fees, taxes, number of pieces and total weight. Confirmation boxes have been added and updated to ensure customers are aware that they are fully accountable for the Order accuracy.
- Canada Post introduced a new acquisition tool: the Machineable mini-catalogue.
- Return to Sender (RPG) now has an up-front fee of \$0.01 per item. The new 2D barcoded RPG indicia is mandatory as of July 31, 2015.
- The Mixed Method of Payment option (postage meter impressions and commercial account on the same order) discontinued in EST.

July 31, 2015

- Discontinuation of Lettertainers as a container option for all addressed mail services.

September 21, 2015

- Canada Post introduces Smartmail Marketing with new direct mail names.
- Unaddressed Admail is now Canada Post Neighbourhood Mail™
- Addressed Admail is now Canada Post Personalized Mail™
- In 2016, the new Smartmail Marketing names will be included in tools and systems such as the EST, invoices, product indicia and the Online Business Centre.
- Customers are permitted to use inventory with old indicia until January, 2017.
- New option for applying tab/clip seals to Machineable Mail – 2 tabs on the leading edge.

- Personalized Mail™ guide has been updated to provide more guidance on whether a mail piece is promotional. In addition to the definition, there is specific information on the following types of mailings:
  - Annual reports
  - Loyalty card mailings
  - Catalogues
  - Newsletters
  - Fulfillment
  - Surveys
  - Greeting or thank you cards
  - Welcome kits

November 20, 2015

- New easier-to-use Customer Guides are available online.

January 1, 2016

- NCOA requires validation of the Terms of Use ID before files can be processed.

January 11, 2016

Changes to Publications Mail™:

- Pricing simplification has reduced the number of price points to 8 with Special Handling (LCP) pricing consolidated to a single price point.
- Single price point of \$0.10 per sample enclosed in a publication. The weight of the sample is added to the overall weight of the Publications Mail item.
- A more cost-effective price has now been set for Machineable Standard (Short/Long).
- Renaming of LCP to Special Handling.
- Renaming of Short/Long to Standard.
- Renaming of NDG to Delivery Facility Presort.

## 2016 Canadian Postage Rates

The following are the Canadian postage rates which will go into effect on January 11, 2016.

Personalized Mail™	2016	2015
<b>Machineable Mail</b>		
0-50g	\$0.46	\$0.45
<b>Special Handling (Formerly LCP)</b>		
0-50g (Standard)	\$0.51	\$0.50
0-50g (Standard)	\$0.56	\$0.55
Up to 500g (O/S)	\$0.64 + \$0.0034/g >50g	\$0.62 + \$0.0033/g >50 g

<b>Publications Mail™</b>	<b>2016</b>	<b>2015</b>
<b>Machineable Mail</b>		
0-50g (Standard)	\$0.46	\$0.65
50-100g	\$0.73	\$0.72
100-500g	\$0.73 + \$0.0036/g >100 g	\$0.72 + \$0.0035/g >100 g
<b>Special Handling (formerly LCP)</b>		
0-500g	\$0.53 + \$0.0038/g > 200g	\$0.48 + \$0.0036/g >200g (Local DMD)
<b>Delivery Facility Presort (formerly NDG)</b>		
Regional < 100g	\$0.56	\$0.52
National 100-200g	\$0.73 + \$0.0036/g >100g	\$0.69 + \$0.0035/g >100g
<b>uPM Fee: \$1.25</b>		

<b>Lettermail™</b>	<b>2016 Indicia or Meter/ Consumer</b>	<b>2015 Indicia or Meter/ Consumer</b>
<b>First Class</b>		
0-30g	\$0.80/\$0.85 or \$1.00	\$0.77/\$0.85 or \$1.00
30-50g	\$1.22/\$1.20	\$1.18/\$1.20
50-100g	\$1.71/\$1.80	\$1.65/\$1.80
<b>Machineable</b>		
0-30g	\$0.74	\$0.72
30-50g	\$0.98	\$0.95
50-100g (O/S)	\$1.58	\$1.55
<b>Special Handling</b>		
0-30 g	\$0.74	\$0.71
30-50 g	\$0.98	\$0.94
50-100 g (O/S)	\$1.58	\$1.52

<b>Neighbourhood Mail™ (Non-Contract)</b>	<b>2016</b>	<b>2015</b>
Basic <50 g (Standard)	\$0.158	\$0.158
Basic Transportation Charge	\$0.01	\$0.01

### International Incentive Letter-Post™

Pricing is not available at this time, however, Canada Post has indicated that pricing for this service will increase by an overall weighted average of 3.9%.

## Holiday Office Hours

We will be open the following dates and times during the December holidays. Our on-call service will be operating at all other times. Should you require technical support, please call the tech office at 416-410-6357 ext 3 or toll free 1-866-672-0007 ext 3 and leave your name and phone number with the operator. We will call you back within 2 to 3 hours.

Monday, December 21	9 am to 5 pm
Tuesday, December 22	9 am to 5 pm
Wednesday, December 23	9 am to 5 pm
Thursday, December 24	CLOSED
Friday, December 25	CLOSED
Monday, December 28	9 am to 5 pm
Tuesday, December 29	9 am to 5 pm
Wednesday, December 30	9 am to 5 pm
Thursday, December 31	9 am to 12:30 pm
Friday, January 1	CLOSED

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## iAddress™ Web Training

Flagship Software continues to offer **Web Training!**

If you are a new customer, would like a refresher course on **iAddress™** or if you have new hires, please contact Carolyn at 1-866-672-0007 ext. 3 or [carolyn@flagshipsoftware.com](mailto:carolyn@flagshipsoftware.com) to schedule a web session.

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iAddress™ Updater is the electronic newsletter of Flagship Software Ltd.

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