Objective: SendSuite Xpress version 2.70 and Ascent version 9.70 (Rate Change) release resets the option of using Pre-Printed labels. If you use Pre-Printed labels with your Ascent or Xpress system, please follow these instructions to enable use of Pre-Printed Labels for USPS POS and POM after updating to Ascent/Xpress version 9.70/2.70.

1	Close Ascent/Xpress Processing
2	 Open Ascent/Xpress Setup and log in. The Ascent/Xpress Setup Icon can be located in three different areas: On your desktop labeled Xpress Setup or Ascent Setup. In a folder on the desktop labeld Xpress or Ascent. In the Start Menu under All Programs/Xpress or Ascent
3	From the top menu options select: For Ascent: Carriers/General Carriers Tools Window Help Peripherals General For Xpress: Carriers/Customer Configuration/General Carriers Tools Window Help Peripherals Tracking ID's Simple Configuration Qustom Configuration Qustom Configuration Qustom Configuration Qustom Configuration

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From the top menu buttons, select the List button and then pick the carrier you would like to enable pre-printed labels on (Either POS or POM for USPS).

F2-CarrierNameCL1Carrier Log 1CL2Carrier Log 2CL3Carrier Log 3DHLPDHL Plus ORIGIN 54956FEXPFedEx Plus ORIGIN 54956POMUSPS Manifesting ORIGIN 54956PONUSPS Online Postage ORIG 54956PON1USPS Online Postage ORIG 54956POSUSPS ORIGIN 54956PR1Programmable Carrier 1PR2Programmable Carrier 2	Carrier
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Select OK at bottom to confirm selection.

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	 On the right side of the screen will be the options to enable pre-printed labels. From the top menu options select the Edit button and then use the setting below to enable the use of pre-printed labels: 1) Use Pre-Printed Labels/Externally Provided Tracking# option needs to be set to either: a. Legacy Pre-printed labels (tracking numbers beginning with a 91) b. IMpb Pre-printed Labels (tracking numbers beginning with 92 (POM) or 94 (POS))
	 Legacy Pre-printed Label Registered# Length needs to be set to "No Verification – USPS provided" Legacy Pre-printed Label Tracking/Certified# Length needs to be set to "No Verification – USPS provided" Prompt for Tracking Number in Interface needs to be checked.
5	Use Pre-Printed Labels/Externally Provided Tracking# No Legacy Pre-printed Label Registered # Length No Verificat • Legacy Pre-printed Label Tracking/Certified # Length No Verificat • Prompt for Trk # in Fast MultiPkg (2nd pkg and up) Auto Prompt Dimensions for Priority Mail Prompt for Tracking Number in Interface Validate\Display Miscellaneous Parameters on Record.
6	When you are finished updating the settings, click the OK button in the upper left of the window.
7	Exit Xpress/Ascent Setup by going to the Xpress Setup icon in the upper left and select close or by selecting Alt+F4 on the keyboard.

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