Royal Mail Group– Wholesale Letters

Wholesale Mailmark Economy Letters

Overview

The purpose of the service is to introduce a delivery timeframe of between 1 and 4 Working Days from handover. Mailmark barcoding technology will enable us to do this successfully.

Wholesale Mailmark Economy Letters		
Basic entry requirement	Detail	
Format	Mech Mailmark Letter only	Machinable format only See Access Letters User Guide Sections 2 and 5 www.royalmailwholesale.com One-piece 2-3 ply mailers permitted Postcards, unwrapped, Poly wrapped, and poll cards not permitted
Volume	No Change	Access Letters User Guide www.royalmailwholesale.com
Sortation options	No change	Access Letters User Guide www.royalmailwholesale.com
Addressing standards	No change	Access Letters User Guide Section 2.6 www.royalmailwholesale.com
Presentation		
Trays, Bags		ALPS and un-bagged not permitted
Container Weights	No change	Access Letters User Guide Section 5.2 www.royalmailwholesale.com
Tray / Bag Labels	Yellow (Mech)	No change to the text on the label. Optional field can be used for customer information as current
York Labels	No change	

Product Codes

You must use the Mailmark Economy Service products codes when declaring Letters using the Mailmark Economy Service as specified in the Royal Mail Service List. This lists all Access Services with their corresponding DocketHUB and SAP codes.

Service	Code to be Used on Manifest
70__LETTER ECONOMY EIB TRAY N	DJU
70__LETTER ECONOMY EIB TRAY Z	ZCY
70__LETTER ECONOMY EIB BAG N	DJV
70__LETTER ECONOMY EIB BAG Z	ZLA
70__LETTER ECONOMY ADV EIB TRAY N	DJW
70__LETTER ECONOMY ADV EIB TRAY Z	ZLB
70__LETTER ECONOMY ADV EIB BAG N	DJX
70__LETTER ECONOMY ADV EIB BAG Z	ZLC
70__LETTER ECON ADV RESP ENT EIB TRAY N	DJY
70__LETTER ECON ADV RESP ENT EIB TRAY Z	ZLD
70__LETTER ECON ADV RESP ENT EIB BAG N	DJZ
70__LETTER ECON ADV RESP ENT EIB BAG Z	ZLE
70__LETTER ECON ADV RESP INT EIB TRAY N	DKA
70__LETTER ECON ADV RESP INT EIB TRAY Z	ZLF
70__LETTER ECON ADV RESP INT EIB BAG N	DKB
70__LETTER ECON ADV RESP INT EIB BAG Z	ZLG
70__LETTER ECONOMY PARTIAL EIB TRAY N	DKC
70__LETTER ECONOMY PARTIAL EIB TRAY Z	ZLH
70__LETTER ECONOMY PARTIAL EIB BAG N	DKD
70__LETTER ECONOMY PARTIAL EIB BAG Z	ZLI

ANNEX 1

References:

1. Mailmark Barcode Definition Document dated 15 September 2015
2. eManifest Handling System (eMHS) Customer Upload Interface Specification dated 2 July 2018.

To support the new Mailmark Economy letter service a new class identifier 'E' will be added to the 2D and 4-state barcode formats and to the class section of the eManifest.

Class	
0	Null or Test
1	1c Retail
2	2c Retail
3	3c Retail
4	Premium Retail
5	Deferred Retail
6	Air
7	Surface
8	Premium DSA
9	Standard DSA
A	*Spare*
B	*Spare*
C	*Spare*
D	*Spare*
E	**DSA Economy**
F - Z	*Spare*

The yellow highlighted **bold** text indicates the data selections for the Economy Letter service. To assist customers in their software development, the changes to the Mailmark Barcode Definition Document and eMHS Specification will be deployed in an update to those technical documents in summer 2020.