



Uploading Mail.Dat files to the USPS[®], *PostalOne!*[®] and your Dashboard

Before you can upload Mail.dat, or eDcs, to the USPS PostalOne! site, you must have access to the Business Customer Gateway (BCG) with a Username and Password. If you do not, please follow instructions in the "Creating your MID and CRID" instructions.

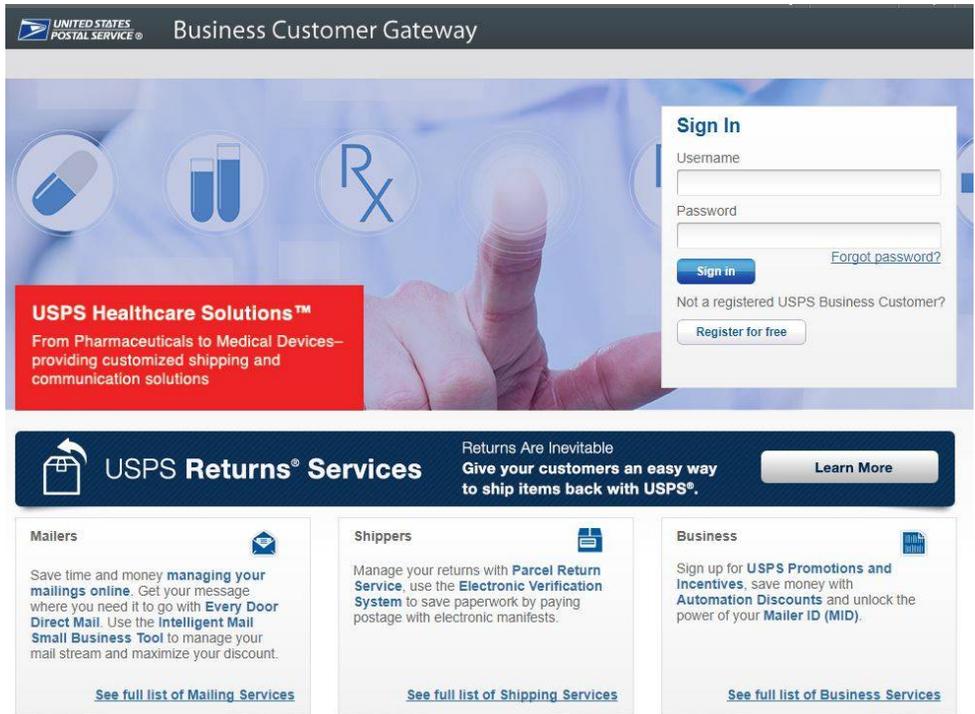
However, if you have already created a MID and CRID for your organization, be sure that you have your Username and Password secured as they are required for uploading to *PostalOne!*[®] using the MDRClient software.

As there are updates to every software package periodically, you will need to check back with the BCG for such updates.

At this point, you will need to download the **Mail.dat Windows CLIENT APPLICATION PRODUCTION** to **upload your Mail.dat to PostalOne!**. If you have already downloaded the application, you may disregard this section.

Otherwise, with your favorite web browser, go to www.usps.com and click on the Business Customer Gateway at the bottom right under Other USPS Sites page.

Sign into the Business Customer Gateway (BCG) using your User Name and your Password.



Choose the "Electronic Data Exchange" button to navigate to the next screen.



Select which Client Application to download; Windows is the likely choice. The best idea is to create a desktop folder and download and unzip it there.

Home > Electronic Data Exchange
Electronic Data Exchange

Mail.dat
Download Client Application (Windows 32-bit)
Download Client Application (Windows 64-bit)

Mail.xml
Download Mail.xml WSDL Files

Preproduction for Mailers
Mail.dat
Download Client Application (Windows 32-bit)
Download Client Application (Windows 64-bit)
Download Client Application (Solaris)
Go to Preprod

This window shows all the contents after unzipping the MDRClient including the original zip file. To launch and use the MDRClient, select the **run-mdclient**.

Name	Date modified	Type	Size
config	7/21/2017 9:26 AM	File folder	
jre1.8.0_121_64	7/21/2017 9:26 AM	File folder	
lib	7/21/2017 9:26 AM	File folder	
debug-mdclient.bat	4/5/2017 12:08 AM	Windows Batch File	1 KB
lcp.bat	3/29/2017 12:08 AM	Windows Batch File	1 KB
MDRClient-win64-PROD.zip	7/20/2017 11:44 AM	Compressed (zipp...)	86,133 KB
runBatchUpload.bat	4/5/2017 12:08 AM	Windows Batch File	1 KB
runBatchVersionCheck.bat	4/5/2017 12:08 AM	Windows Batch File	1 KB
run-client_credentials_tool.bat	4/5/2017 12:08 AM	Windows Batch File	1 KB
run-mdclient.bat	4/5/2017 12:08 AM	Windows Batch File	1 KB
runBatchRollback.bat	4/5/2017 12:08 AM	Windows Batch File	1 KB
update.bat	3/29/2017 12:08 AM	Windows Batch File	1 KB

Once you are ready to send your Mail.dat file to the Dashboard, launch the **run-mdclient**. Sign in using your BCG user name & password.

PostalOne! Mail.dat Client Application 45.3.0.0_PROD

UNITED STATES POSTAL SERVICE®

PostalOne! SITE | HELP | SETTINGS

Sign In

Existing Users

Fill in the following information:

Username:

Password:

[Forgot Password](#)

New Users

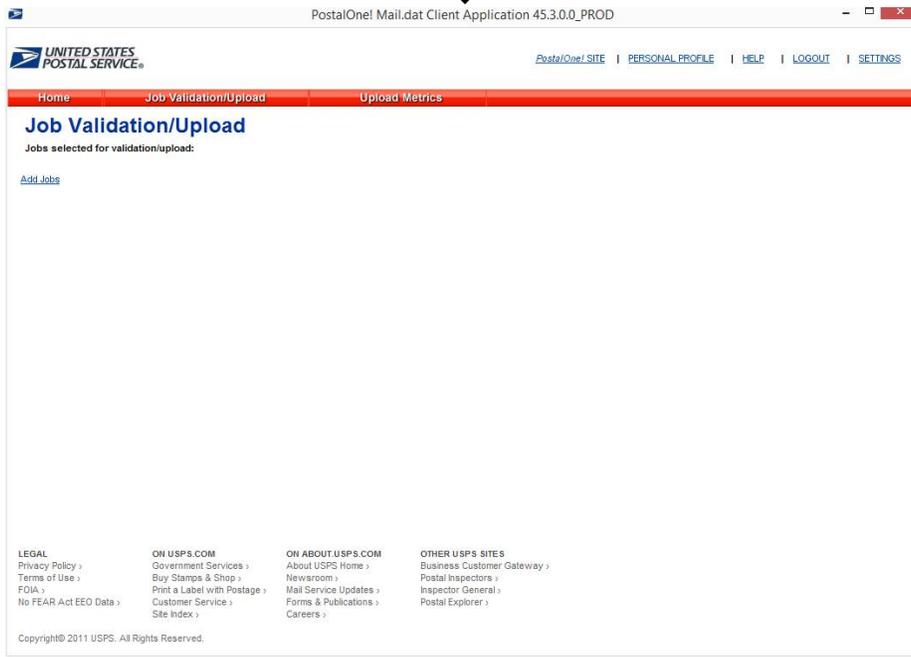
Register now for USPS PostalOne! services through the Business Customer Gateway. When the registration is complete, a username and password will be provided to access this application.

Restricted Information

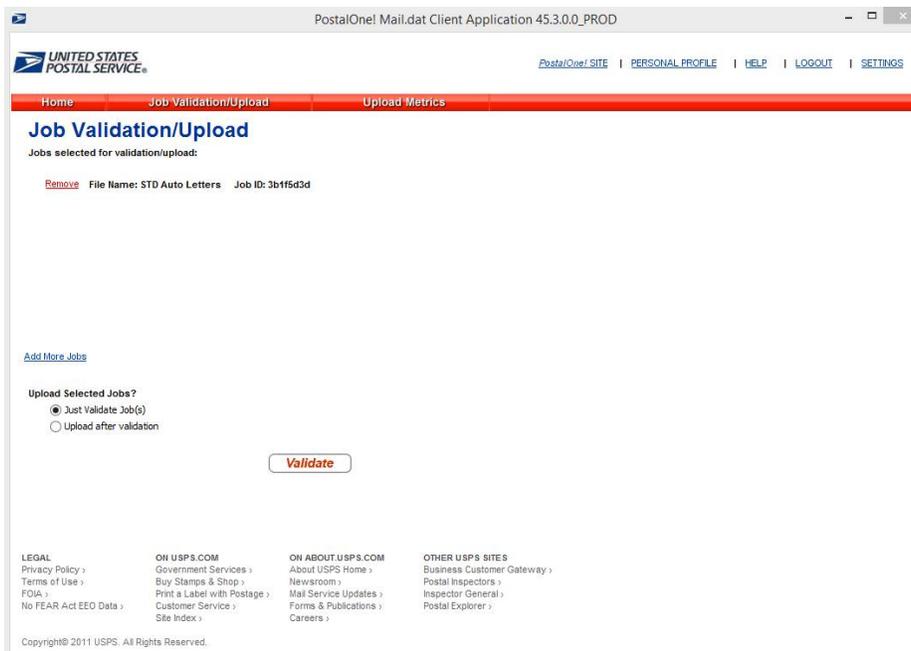
WARNING! FOR OFFICIAL USE ONLY

This is a U.S. Government computer system and is intended for official and other authorized use only. Unauthorized access or use of this system may subject violators to administrative action, civil, and/or criminal prosecution under the United States Criminal Code (Title 18 U.S.C. § 1030). All information on this computer system may be monitored, intercepted, recorded, read, copied, or captured and disclosed by and to authorized personnel for official purposes, including criminal prosecution. Any authorized or unauthorized use of this computer system signifies consent to and compliance with postal service policies and these terms.

Select the **Job Validation/Upload** tab. Add a job from the directory where you saved your Mail.dat files. Select your hdr file for the job you wish to send to your



This screen shows the **Job/Mail.dat** attached and ready for processing. You may **Validate Only** or you may select **Upload after validation**. You may want to **Validate** only if you are new to this procedure.



The screen below shows the result of a **Validate Only** as a good file ready to upload now or later as noted by **Validate Completed**. If it shows failure, it will be followed with an explanation for that failure. The same will occur if you select **Upload after validation**.



You are now almost done. We recommend writing the file Name and the Job ID onto the Postal Form appropriate for the class.