

United States Postal Service®

INDUSTRYALERT

May 3, 2024

Business Customer Gateway eDoc Training Series – Intelligent Mail for Small Business Tool (IMsb)

The Postal Service is hosting bi-weekly webinars on utilizing the Business Customer Gateway (BCG) for electronic documentation (eDoc) and postage statement submission. The topics alternate between using the Business Customer Gateway (BCG) / Postal Wizard (PW) and Intelligent Mail for Small Business (IMsb) Tool applications. Learn how to eliminate hard copy postage statements and submit Full-Service mail!

Software customers should work with their software provider to find eDoc solutions.

As an additional tool to assist mailers with the conversion to Electronic Postage Statement submission, the Postal Service has published a video outlining how to use the Business Customer Gateway and Postal Wizard postage statement submission available on PostalPro: [Industry Session: Business Customer Gateway and Postal Wizard Recording | PostalPro \(usps.com\)](#). Also, a recording of the IMsb Tool session has been posted on PostalPro: [Industry Session: Intelligent Mail Small Business \(IMsb\) Tool Recording | PostalPro \(usps.com\)](#).

Upcoming webinars:

May 7	Intelligent Mail for Small Business Tool (IMsb)
May 21	Business Customer Gateway (BCG)/ Postal Wizard (PW)
June 4	Intelligent Mail for Small Business Tool (IMsb)

Join us for the next session – Intelligent Mail for Small Business Tool (IMsb) on Tuesday, May 7, 2024, at 1:00 PM EST.

Meeting URL:

<https://usps.zoomgov.com/j/1603767418?pwd=TTFONWNVMXQ2UW1wcUVCCeEt5WFILZz09>

Meeting ID: 160 376 7418

Password: 996767

- If requested, enter your name and email address.
- Enter meeting password: 996767
- **Join Audio by the options below:**
 - Call using Internet Audio
 - Dial: 1-855-860-4313, 1-678-317-3330 or 1-952-229-5070 & follow prompts

Note: Meeting links and presentations are also posted on PostalPro™ and can be found at [Mailing Services | PostalPro \(usps.com\)](#)

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