

# Marketing Mail Household Fusion™ Multi-Piece Guidelines and Specifications

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|---|---|
| <b>Maximum Version Count</b>                          | 5 versions  |
| <b>Maximum Weight</b>                                 | USPS verified weight must be under 1 lb.  |
| <b>Thickness Requirement</b>                          | 0.0375" - 0.2500"   |
| <b>Qualifying Trim Sizes/Dimensions</b>               | Spine to Face range: 7" to 8.5"<br>Head to Foot range: 9.5" to 10.5"  |
| <b>Placement of Printed Materials Within Polywrap</b> | Marketing Mail Flats will be placed first, face down<br>Quad carrier card will be placed last, facing up, with a list of household members for which each piece in the polybag is intended  |
| <b>Participation Requirements</b>                     | Must be in good credit standing, at Quad's sole discretion to participate<br>Inkjet areas must comply with Quad's templates<br>Use of Quad's Postage Payment System<br>Final version information due 7 days prior to Non-Production Ready Files<br>Client's existing schedules with Quad will be revised as needed to correspond to the following*:<br><ul style="list-style-type: none"> <li>• Non-Production Ready File due minimally 27 days prior to In-Home Date</li> <li>• Data Management Instructions (DMI) are due on the mail file due date</li> <li>• Components due 1 day prior to Non-Production Ready due date</li> </ul> <i>*Schedules may be adjusted from the above timeline to account for holidays.</i><br>All scheduled milestones are in Central Standard Time and are critical to the success of each mailing. Client may forfeit the opportunity to participate if any deadlines are missed.<br>Client must provide instruction to exclude a version or issue from participating via the Version Exclusion document provided<br>NCOALink® service is required. If a vendor outside of Quad provides this service, then the NCOA Job Summary report dated within 90 days of mail date must be included with the DMI |
| <b>Other Key Qualifications and Considerations</b>    | Client cannot claim USPS Promotions or Incentives on copies mailed in Household Fusion<br>Non-profit mailers are subject to commercial USPS rates in program. Needs approval prior to participation from Postal Solutions Optimization Team<br>Data samples approved no later than noon (CST) 25 days prior to in-home<br>Or Current Resident (OCR) may appear in the address block based on participation needs.<br>Address Change Service (ACS) cannot be utilized on issues participating in Household Fusion<br>Flats that include personalized offers or sensitive data such as, but not limited to, preapproved credit offers, private financial, or protected health information are not eligible  |

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