



DATA AND TARGETING PRODUCTS & SERVICES  
1 DUNDAS ST WEST, SUITE 400  
TORONTO ON M5G 2L5

From anywhere... to anyone

## SCHEDULE A: Scope of Usage

In order to provide your company with a proper license agreement, please ensure your company completes the *Scope of Usage* sections below.

Should you have any questions regarding the *Scope of Usage* schedule, please contact Canada Post at 1-877-281-4137.

### Section A: To Be Completed by All Licensees

Full Legal Name of Company:

\_\_\_\_\_

Company Website:

\_\_\_\_\_

Industry your business operates under (i.e. mailing, financial, retail, GPS, etc...)

\_\_\_\_\_

Check the Canada Post Data Products that your company wishes to subscribe:

- Postal Code<sup>OM</sup> Address Data
- Delivery Mode Data
- Householder Data
- Householder Elite

If multiple Data Products are selected, fill out sections B and C or D for each Data Product (additional forms at end) unless the usage of the data is the same.

### Section B: To Be Completed by All Licensees

List Data Product: \_\_\_\_\_

Note: If multiple Data Product selected and used for the same purposes, list data products here

Check the appropriate box below for the usage of the Canada Post Data

- Internal Use Only: Non-Commercial use of the data only**  
Licensing data only for internal mail prep, address validation and analysis purposes, as examples:
  - addressing or pre-sorting your company's mail
  - creating your company's unaddressed mailing campaigns
  - market analysis for internal customer database
  - geographical analysis for internal customer database
  - internal customer service call centres and online validation
- Commercial Products: Development of a product(s)**  
Commercial development of products and/or services, as examples:
  - providing addressing and/or pre-sorting mail services (SERP or Non-SERP)
  - providing unaddressed mail services
  - online address verification/validation applications
  - customer service address verification/validation applications
  - creating trade areas for distribution
  - GPS & mapping applications
  - spatial applications

*If Non-Commercial Use was checked, please fill out Section C below*  
*If Commercial Use was checked, please fill out Section D below*

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**Section C – To Be Completed if Internal Non-Commercial Service Use was checked**

**Description of Use of the Canada Post Data**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Description of derivative works (if any) that will be created using the data**

\_\_\_\_\_  
 \_\_\_\_\_

**Where data (including copies and derivative works) will be accessed**

- Single non-network computer (individual work station)
- System network at one physical location (with all users at the same physical location as the storage device)
- System network at multiple locations (within a corporation/organization)
- Other (specify by describing network environment):

\_\_\_\_\_

**Number of branches/departments/services your organization/business has:**

\_\_\_\_\_

**If data is hosted online describe how the Data is protected**

\_\_\_\_\_  
 \_\_\_\_\_

	Yes	No	Don't Know
Do you have measures in place to protect against bulk downloads?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have measures in place to protect against service scraping?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**If Canada Post data is being used to support any product and/or service to a Third Party please specify below**

\_\_\_\_\_  
 \_\_\_\_\_



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**Section D – To Be Completed if Commercial Use was checked**

**Description of Use of the Canada Post Data**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Include your Company's Products to be Authorized by Canada Post using Canada Post Data  
(If Product is being used Online and/or Canada Post Recognized for mailing purposes, Address Accuracy or LCP, check the appropriate boxes)**

	Online	Canada Post Recognized
• _____	<input type="checkbox"/>	<input type="checkbox"/>
• _____	<input type="checkbox"/>	<input type="checkbox"/>
• _____	<input type="checkbox"/>	<input type="checkbox"/>
• _____	<input type="checkbox"/>	<input type="checkbox"/>
• _____	<input type="checkbox"/>	<input type="checkbox"/>
• _____	<input type="checkbox"/>	<input type="checkbox"/>

**Check the appropriate boxes for the main function(s) of your products**

- SERP Recognized:  Presortation for mailings  Address correction for mailings
- Address correction for Third Parties  Online address correction
- Other: Please describe

\_\_\_\_\_  
\_\_\_\_\_

Will your product be used by sublicense(s) to produce new/additional products Yes  No

**Description of derivative works (if any) that will be created using the data**

\_\_\_\_\_  
\_\_\_\_\_

**If data is hosted online describe how the Data is protected**

\_\_\_\_\_

	Yes	No	Don't Know
Do you have measures in place to protect against bulk downloads?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have measures in place to protect against service scraping?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Description of how Canada Post data is protected in your Company's product**

\_\_\_\_\_



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**Your Contact Information**

**Company Name:** \_\_\_\_\_

**Name :** \_\_\_\_\_

**E-mail address:** \_\_\_\_\_

**Department:** \_\_\_\_\_

**Mailing Address:**

\_\_\_\_\_  
**Street**

\_\_\_\_\_  
**City**

\_\_\_\_\_  
**Province/State**

\_\_\_\_\_  
**Postal Code/Zip Code**

\_\_\_\_\_  
**Country**

**Tel:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

Once the *Scope of Usage* is completed, return it to Canada Post by mail or facsimile at this address and an updated license agreement will be sent to contact included above:

**DATA AND TAGETING PRODUCTS AND SERVICES  
CANADA POST CORPORATION  
1 DUNDAS ST WEST, SUITE 400  
TORONTO, ON M5G 2L5  
CANADA**

**FACSIMILE: 1-416-204-4410**



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**Additional Pages if Required:**

**SCHEDULE A: Scope of Usage**

If your company wishes to subscribe to multiple Data Products, please ensure sections B, C and D are completed for all products.

**Section B: To Be Completed by All Licensees**

**List Data Product:** \_\_\_\_\_

Note: If multiple Data Product selected and used for the same purposes, list data products here

**Check the appropriate box below for the usage of the Canada Post Data**

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- creating your company's unaddressed mailing campaigns
- market analysis for internal customer database
- geographical analysis for internal customer database
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**Commercial Products: Development of a product(s)**

Commercial development of products and/or services, as examples:

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*If Commercial Use was checked, please fill out Section D below*



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**Section C – To Be Completed if Internal Non-Commercial Service Use was checked**

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\_\_\_\_\_

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**Section D – To Be Completed if Commercial Use was checked**

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\_\_\_\_\_  
\_\_\_\_\_

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• _____	<input type="checkbox"/>	<input type="checkbox"/>
• _____	<input type="checkbox"/>	<input type="checkbox"/>
• _____	<input type="checkbox"/>	<input type="checkbox"/>
• _____	<input type="checkbox"/>	<input type="checkbox"/>
• _____	<input type="checkbox"/>	<input type="checkbox"/>

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Do you have measures in place to protect against service scraping?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Description of how Canada Post data is protected in your Company's product**

\_\_\_\_\_