

# Zip Code Clean-up Program

You know the value of getting orders and being able to fill them fast and efficiently. The speed at which this is accomplished can determine the success of your staffing business, and having the correct information plays an integral part. With eEmpACT's Version 13 new Zip Code Clean-up Program, you can be rest assured your existing eEmpACT database is populated with all of the valid city, state, zip and county information from the United States Postal Service (USPS)\*.

Think about it: just how clean is your data? After years of data entry, you're likely to have hundreds, or even thousands of invalid, misspelled or poorly formatted city, state and zip code combinations. Moreover, you may have had checks, invoices or other correspondence returned for invalid address info. If you're tired of filtering through unnecessary data or wonder how to input information when you encounter a new zip code, then the Zip Code Clean-up Program is for you.

With valid information, you will experience faster data entry, as entering a valid zip code will always result in the correct population of city and state. The scripts will also attempt to clean-up all existing postal records in the system, updating invalid or misspelled city names and correcting any invalid zip codes when they don't match the USPS data.

So how does this process work? Below is a step by step outline of what happens to your database when implementing the Zip Code Clean-up Program:

- Load all valid USPS city, state & zip combinations into database\*\*
- Load all valid US counties with corresponding FIPS codes\*\*
- "Clean" existing data against the following standard data:
  - ◇ Invalid or misspelled city names that have a valid zip code will be set to the USPS default city name for that zip code.
  - ◇ Invalid zip codes will be corrected if the city and state name are valid
  - ◇ City, county and state names loaded will be proper case (not all caps); existing city, county and state names will be set to proper case.

After the clean-up process is complete, all zip code records should match the USPS data (some exceptions apply). Post clean-up, all city, state and county names will also be properly cased. The Zip Code Clean-up Program is a one-time investment of \$695. In the fast-paced, increasingly competitive staffing market, you depend on accurate data- get started today with Zip Code Clean-up.

For more information please contact the Account Management Team at:  
**800-456-5660** or  
**accountmgmt@eempact.com**

[www.eempact.com](http://www.eempact.com)

\* Zip code, city, & state combinations that cannot be corrected automatically can be corrected manually by our technician at \$150/hour.

\*\* All United States Postal Code information loaded will be as of March 2006.