



AMAS Developer Guide

For developing AMAS certified software

Effective 20 November 2023

Version 1.013

Software
certified by



auspost.com.au

Classification: PUBLIC

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1 Contact Us

The Australia Post Data Solutions team can assist with any questions relating to Australia Post data including the Postal Address File (PAF).

You will receive a response to your query within 2 to 72 hours depending on the severity of the query. The initial response may not necessarily include problem solution as investigation may be required. If you have any concerns about a query that has not yet been acknowledged, please email apdata.help@auspost.com.au.

The team operates between 9am and 5pm Monday to Friday (Eastern Standard Time), excluding National and Victorian public holidays. Please note: Australia Post has a shutdown period for two weeks in December, the team will be unavailable during this time. The shutdown dates will be communicated to data partners in early December each year.

For participants seeking AMAS Certification, please refer to the relevant section in this guide.

Contact details:

E-mail: apdata.help@auspost.com.au

Mail: Data Solutions
Australia Post
Level 4, 111 Bourke Street
MELBOURNE VIC 3000

Website: auspost.com.au/business-solutions/address-matching-approval-system.html

1.1 Version History

Version	Author	Description
1.01	Australia Post – Operations	Addition of AM Rule – Parcel Locker/Parcel Collect
1.012	Australia Post – Product	Revision of AM Rule - Parcel Locker/Parcel Collect – Section 4.6.9
1.013	Australia Post – Operations	<ul style="list-style-type: none">• Updated contact details – Section 1• Updated ISO certification details – Section 2.3• Updated reference from Licence Agreement to Data Services Agreement• Updated terminology to Data Partner• Revised formatting for accessibility compliance.

2 Using the AMAS Developer Guide

The purpose of this AMAS Developer Guide is to explain all the rules and obligations of becoming an AMAS Program participant and to guide the development of compliant address matching software with Australia Post's address matching standards.

This guide is arranged in the order of the steps outlined in the roadmap to certification, along with a glossary and any necessary additional support information to assist participants.

To ensure compliance, this guide should be read in its entirety and regular reference should be made to the Australia Post Data Guide. The Australia Post Data Guide contains additional information on the PAF and file structures that will assist in development. A full understanding of this guide will facilitate software development, approval and ongoing compliance. Contact apdata.help@auspost.com.au for support.

2.1 Certification

The AMAS Certification process uses a framework for the development of address matching tools, which adhere to stringent performance, accuracy and quality standards. This drives the development and sale of continuously improved quality address matching products in the marketplace. The AMAS Program is focussed on the matching of a Delivery Point Identifier (DPID) to an address through the use of approved software.

Certification provides the following benefits:

- the ability to develop address-matching software
- a quality process to match and verify addresses
- assistance with data integration
- a market recognised software accreditation from Australia Post
- marketing support under the AMAS certification logo
- choices for end-users who wish to barcode their mail including the ability to purchase AMAS approved address matching software from a third party vendor and to utilise outsourced services for address matching and/or printing of the subsequent barcodes.

2.2 Technical specifications and obligations

The technical specifications required for software to become AMAS certified are listed in both the Australia Post Data Guide and this document. Both documents should be read in their entirety to ensure software meets the requirements of the AMAS Program. The obligations of participants are outlined in their individual Agreements.

2.3 Quality Management System (QMS)

Australia Post is committed to providing data products that adhere to the highest standards of quality management. As a result, the Quality Management System (QMS) was established to ensure that all AMAS Program activities are performed in a suitably consistent and repeatable manner leading to impartial and predictable outcomes for all participants.

We are committed to a quality approach, as captured in the goals of the QMS. The Quality Assurance nominee has the delegated responsibility for ensuring that the quality system is implemented, maintained, reviewed, relevant and improved as required in accordance with market and internal needs. Formal management reviews are conducted annually to ensure that the QMS remains effective.

The AMAS Program includes periodic independent reviews of our compliance with QMS procedures to International Standards (ISO). These reviews consider all relevant inputs including internal and external audit reports, feedback from participants, causes of any problems, results of recorded actions and suggested improvements.

Certification to ISO was chosen for its independence, broad market acceptance, and universal recognition. The AMAS Program was first certified by SAI Global to ISO 9002:1994 in July 2000, to ISO 9001:2000, to ISO 9001:2008 and then to ISO 9001:2015. The AMAS Program has continued to maintain its certification to ISO since inception. Our certificate number is QEC4711.

Participants in the AMAS Program can benefit from the results of the QMS by adhering to file specification and other software guidelines as detailed in the Australia Post Data Guide and this document.



Quality
ISO 9001

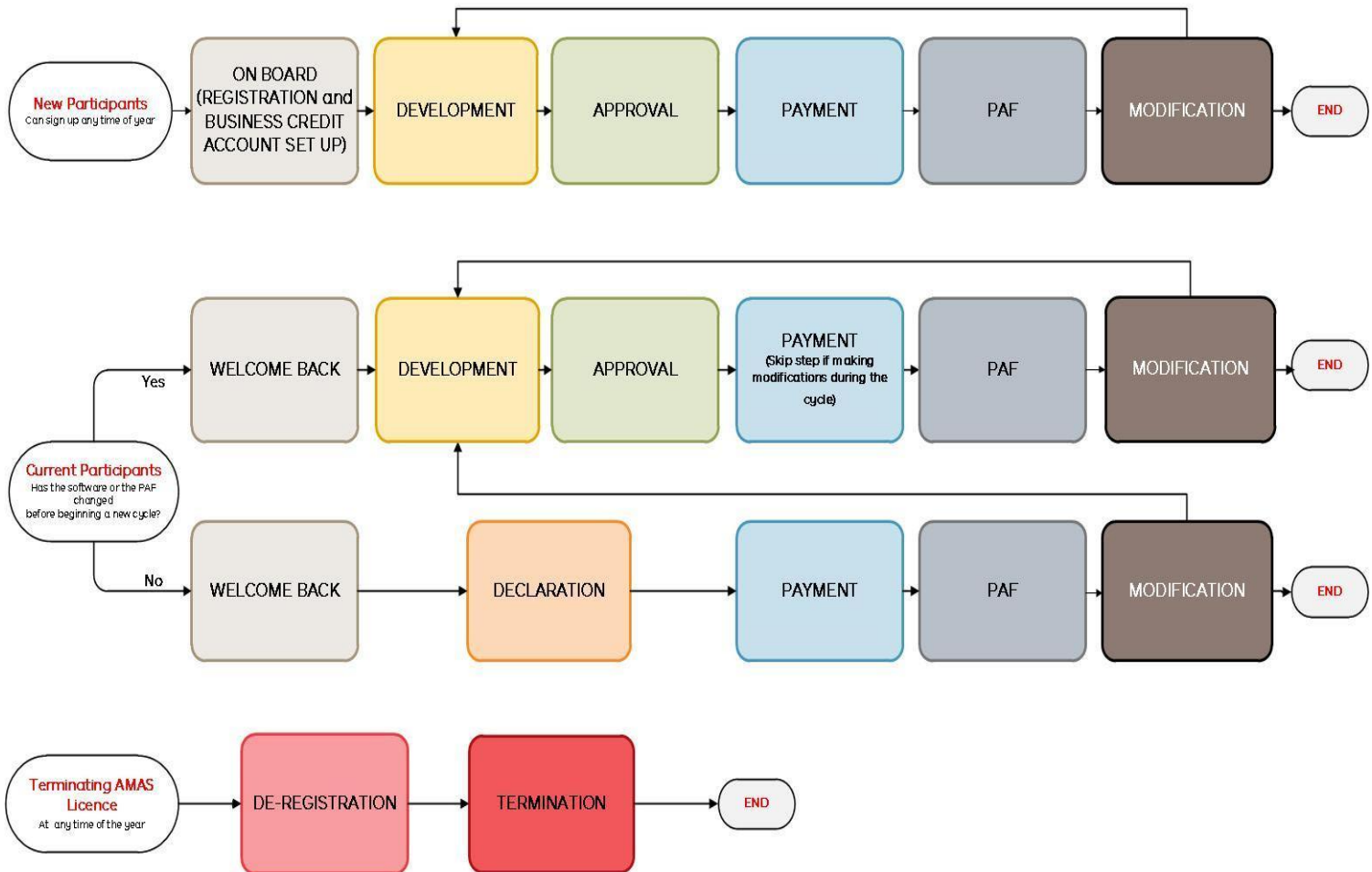


2.4 Roadmap to Certification

The Address Matching Approval System (AMAS) Program operates on an annual cycle, which commences on 1 January and concludes on 31 December of the same year. AMAS software may be sold once it has been approved for that cycle and can continue to be offered for sale until the end of the approved cycle year.

The certification roadmap is a guide for participants to AMAS certification. This roadmap provides an overview of the process participants will undertake to achieve AMAS certification, maintain certification or terminate from the program. A more detailed explanation of the individual tasks and requirements for each step is covered in each of the sections of this document.

The AMAS Certification Process



3 On-boarding/welcome back

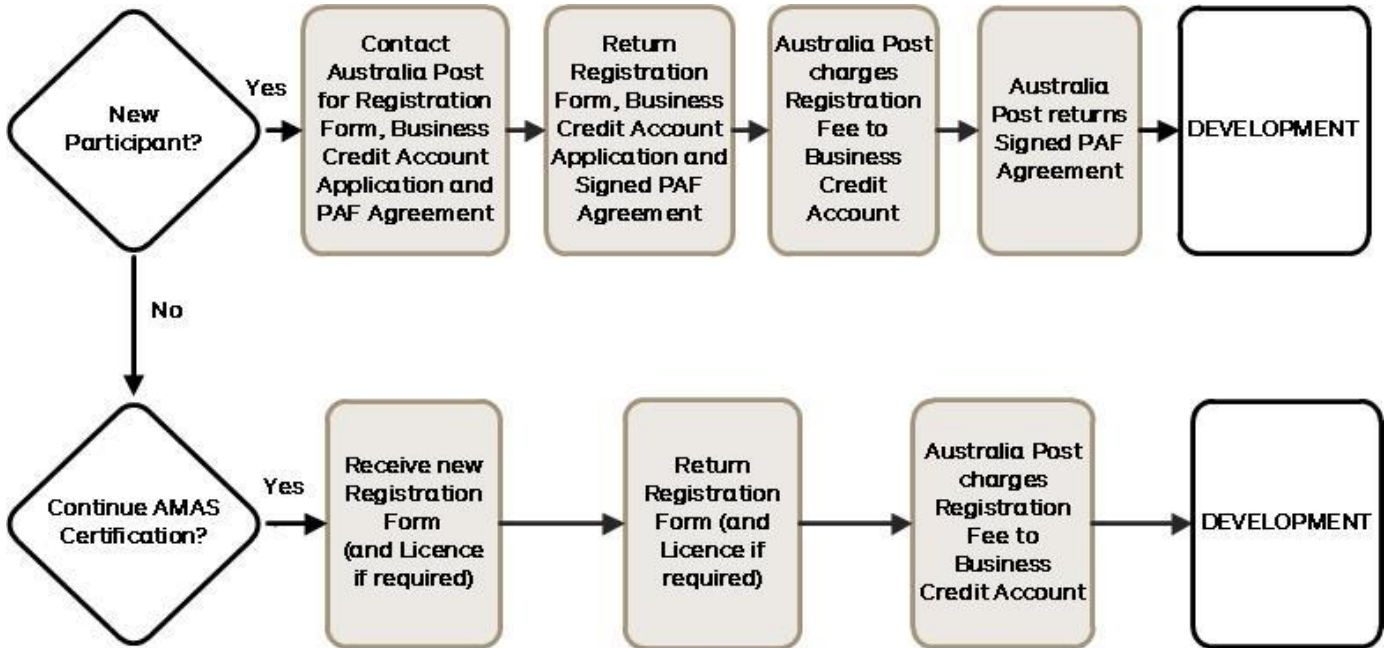
The on-boarding process is the starting point for new AMAS Program participants. It enables Australia Post to set up the details for each participant within our systems. The process provides registration, setting up a Business Credit Account to make payments, access to data and receive support.

The welcome back process is for existing participants in the AMAS Program.

As the AMAS cycle nominally runs on a calendar year basis, existing participants will get the opportunity to register before the beginning of each AMAS cycle to take advantage of the full calendar year of PAF releases. New participants can register at any time during the year.

3.1 The on-boarding/welcome back process

The coloured boxes show the relevant steps of the on boarding/welcome back process from participant registration for an annual Data cycle through to the payment of the registration fee.



3.2 On-boarding/welcome back components

3.2.1 Registration form

New participants to the AMAS Program will need to request a registration form from apdata.help@auspost.com.au to begin the process of registering the participating business into the AMAS Program. Australia Post will send a registration form, Business Credit Account Application form and the relevant Agreement/s to the potential participant.

Existing AMAS Program participants will be sent an annual registration form in June each year to accommodate for any business requirements, including software development, that require significant planning.

The registration form enables Australia Post to understand if the participant intends to continue in the program, gather accurate contact and business details for the next annual AMAS cycle and answer any questions about the next cycle in advance. Completed and signed forms need to be emailed to apdata.help@auspost.com.

3.2.2 Business Credit Account Application

Complete your Business Credit Account Application form and return it to the address listed on the form. Once your account has been opened, email apdata.help@auspost.com.au and advise them of your Charge Account Number. New participants will need to have a Business Credit Account Application approved before any data is provided for developing or testing.

3.2.3 The Australia Post Data Services Agreement

Businesses that register for the first time will be required to sign an PAF Agreement or an Australia Post Data Services Agreement and relevant schedules to receive a development version of the PAF. This data will assist you in developing and testing your address matching and correction software.

The PAF Agreement covers the permitted use of the PAF for development and testing purposes only, prior to formal approval of AMAS-approved software.

Once the PAF Agreement is signed and returned to Australia Post, the development version of the PAF and associated data can be released to you. When your software has been approved through the certification process and the Data Services Agreement is signed, you will receive data files in accordance with your agreement.

3.2.4 The registration fee

The AMAS Program registration fee will be charged to your Australia Post charge account upon receipt of the signed registration form and the PAF development file is available to participants immediately.

3.3 The development PAF

Upon completion of the registration process, Australia Post will provide you with access to the development PAF (PAF VYYYY.0), which includes the Self-Test File (STF), to use in the development of your software. All Approval Test Files and Rapid Approval Test files are also generated from this version of the PAF for testing purposes.

More information about the PAF and file structures can be found in the Australia Post Data Guide. The process of using the development PAF is explained in the development section.

4 Development

The AMAS certification development concepts are explained in this section, as well as the Address Matching Rules that form the basis for software certification.

AMAS Program participants will need to develop their software against the Address Matching rules and Matching Standards set by Australia Post. A development version of the PAF is available to developers at the beginning of the process along with a Self-Test File (STF). The STF enables in-house testing prior to submitting software for formal approval with Australia Post.

If a new participant of the AMAS Program is seeking certification for the first time, it is important that they adhere to all of the standards, specifications and rules as the software is developed. It is also necessary to read this guide in conjunction with the Australia Post Data Guide, which provides the detail about the PAF and its file structures.

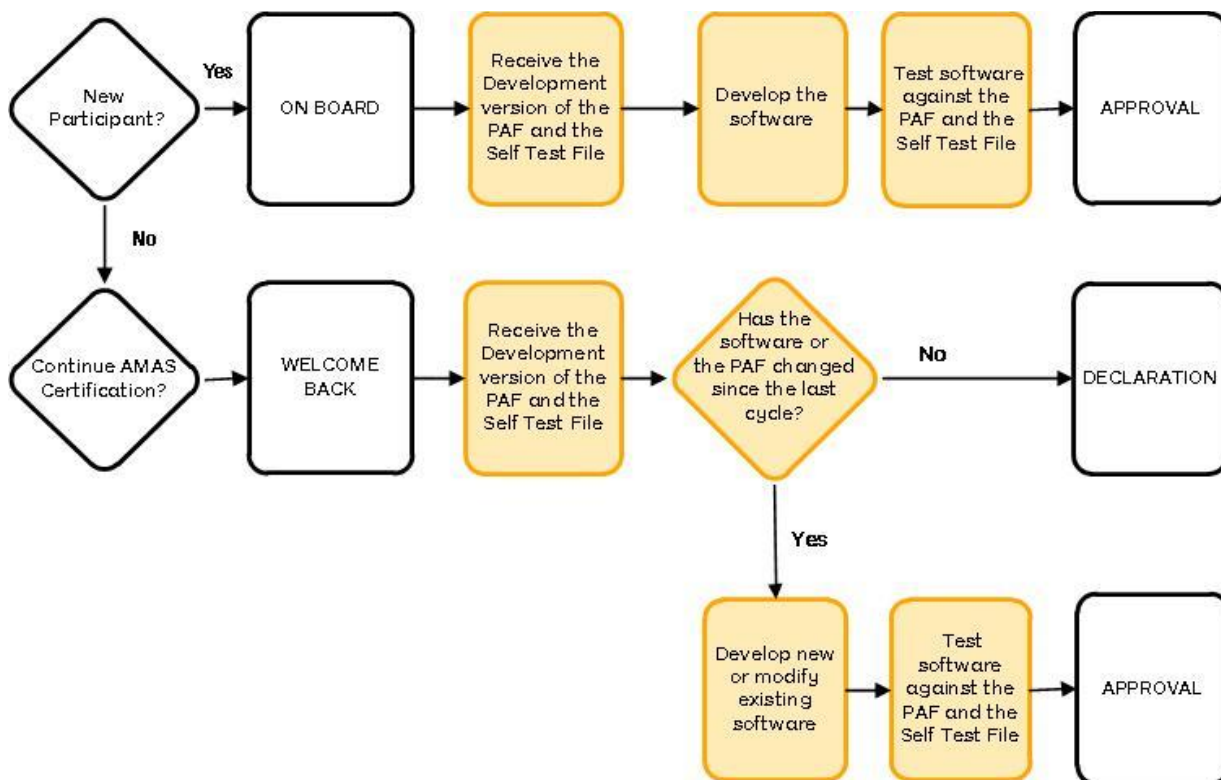
For existing participants, the development process may be used as required in order to maintain certification of your existing AMAS software. If there are no changes to your software since the last cycle it may be possible to use the declaration process to bypass certification for the cycle.

Existing participants will need to use the development process and seek re-approval for their software if there are changes to your software, the PAF, Address Matching Rules or Matching Standards since the software was last certified.

Australia Post may conduct audits on software issued with the AMAS certification at any time to ensure that software adheres to compliance and quality standards.

4.1 The development process

The coloured boxes show the relevant steps for the certification process from receiving the development version of the PAF and Self-Test File through to the end of software development when the participant will request the Approval Test File from Australia Post.



4.2 Development concepts

4.2.1 Address Matching

The goal of the AMAS Program Address Matching Rules is to provide the greatest number of matches with the least number of unintended matches.

These rules must be implemented and successfully tested in order for your software to gain AMAS Approval. It is always the intention of the address matching software to be able to **match to a PAF address**.

The main goal of any address matching software is to provide a complete, standardised address and a correct DPID. However, there is an overarching principle that must be read in conjunction with this goal, and that is, an incorrect DPID is never allocated to an address record. It is better NOT to append a DPID than to append an incorrect DPID. A DPID cannot be assigned to an address unless it matches according to the AMAS rules. Techniques employing variations of “confidence levels” or “extended modes” etc must not be used for DPID assignment.

The following matching rules contain the details and examples of what is permitted and what is not permitted in the AMAS matching process.

Address matching goal	Address matching principal
The main goal of an address matching software is to provide a complete standardised address and a correct DPID.	An incorrect DPID is never allocated to an address record. It is better NOT to append a DPID than to append an Incorrect DPID.

4.3 Software considerations

The process of matching input address records with address records contained in the PAF will depend on several tasks being performed on various address components. These tasks may include:

- parsing an input address, ie. Breaking it down into individual address components such as house number, street name, street suffix, locality, state and postcode. This may include separating components attached to the addressee (name string) as well as the address (address string).
- conducting an analysis of each input address component and if necessary, modifying the address format with the aid of conversion and standardisation guidelines, so that it conforms to Australia Post’s Address Presentation Standards (see www.auspost.com.au).
- matching an input address record to the corresponding address record contained in the PAF and appending a correct DPID. This may involve modifying address components as per the Address component Abbreviations in the Australia Post Data Guide.

4.3.1 Parsing

The practice common to address matching software is the treatment of the input address as a collection of separate address components. This is referred to as parsing.

Parsing an address means breaking it down into its component parts. It is recommended that these components be defined in the same format as the PAF. Refer to the Data Guide for current information about the Postal Address File

Table Structure

- | | | |
|----------------------------|---------------------------------|------------------------|
| • Flat/Unit Type | • House Number 1 | • Street Name |
| • Flat/Unit Number | • House Number 1 Suffix | • Street Type |
| • Floor Level Type | • House Number 2 | • Street Suffix |
| • Floor Level Number | • House Number 2 Suffix | • Postal Delivery Type |
| • Building Property Name 1 | • Postal Delivery Number | • Locality |
| • Building Property Name 2 | • Postal Delivery Number Prefix | • State |
| • Lot Number | • Postal Delivery Number Suffix | • Postcode. |

After parsing the address, the separate address elements that make up the input address can be compared independently to the PAF address record, which is structured in the same format. Parsing is necessary because many address lists are kept in free form on computer files. The customer typically assigns 30 to 60 spaces for storing an address and the address is stored free form within that space.

During the matching process, parsing ensures the best possible match of customer address files to PAF addresses. The parsing computer program examines the address space and correctly identifies individual address components.

To achieve the highest percentage of matches, parsing should also be combined with the standardisation process, : converting Unit to U and Street to ST. The standardisation process is the Australia Post way of representing addresses using standard abbreviations in the PAF. The software developed needs to be able to cater for Australia Post standards. These standard abbreviations are found in the Australian Post Data Guide Glossary.

Australia Post rules do not cover the process of conversion – the process of converting addresses that are not represented using the standard abbreviations, into the accepted standard abbreviations. If addresses are represented in non-standard formats, data cleaning will need to take place separately to give the best opportunity for address matching.

4.3.1.1 Name string and address string

A number of inputs into an address are related to whom the article (mail or parcel) is addressed to. The most common of these inputs are the addressee, however, there are also a number of components that relate to the addressee and should be included in the “Name string” and excluded from the “address string” for the purposes of address matching.

These components can involve information pertaining to the delivery of parcels to Parcel Lockers or Parcel Collect collection points. The components that might be associated with a “name string” would be:

- Parcel Locker
- Parcel Collect
- Australia Post Customer Number (APCN)

Non-address related elements that are presented in the “name string” need to be retained in the final output to aid postal delivery Eg: Building Property names, Hotel room nos, Apartment numbers, Australia Post Customer Numbers, words like ‘Parcel Locker or Parcel Collect’.

4.3.2 Standardisation guidelines

SG 1 – Flat Unit Types

Standardise flat unit types to the preferred abbreviation. For example:

<u>Before Standardisation</u>	<u>After Standardisation</u>
FLAT	F
UNIT	U
APARTMENT	APT
SUITE	SE
OFFICE	OFF

SG 2 – Floor Level Types

Standardise floor level types to the preferred abbreviation. For example:

<u>Before Standardisation</u>	<u>After Standardisation</u>
FLOOR	FL
LEVEL	L
MEZZANINE	M

SG 3 – Street Types

Standardise the appropriate street types to the preferred abbreviation. For example:

<u>Before Standardisation</u>	<u>After Standardisation</u>
STREET	ST
ROAD	RD
DRIVE	DR

Be aware that some street names may contain more than one street type as a street name. Therefore, not all of them are to be converted and sometimes they may need to be interpreted differently to match the PAF address record. For example:

HIGH STREET ROAD	Street Name = HIGH STREET	Street Type = RD
THE AVENUE	Street Name = THE AVENUE	Street Type = (none)
ESPLANADE	Street Name = ESPLANADE	Street Type = (none)
ESPLANADE HEADLAND	Street Name = ESPLANADE HEADLAND	Street Type = (none)
BEACH ESPLANADE	Street Name = BEACH	Street Type = ESP

SG 4 – Street Suffixes

Standardise street suffixes to the preferred abbreviation. For example:

<u>Before Standardisation</u>	<u>After Standardisation</u>
EAST	E
WEST	W

Be aware that some street suffixes may be part of the street name, and sometimes they may need to be interpreted differently to match the PAF address record. For example:

SOUTH PINE RD EAST
Street Name = SOUTH PINE Street Type = RD Street Suffix = EAST

SG 5 – State

Standardise state types to their AMAS valid abbreviated form. For example:

<u>Before Standardisation</u>	<u>After Standardisation</u>
QUEENSLAND	QLD
NEW SOUTH WALES	NSW
TASMANIA	TAS

It is a requirement that all State types are only represented in their AMAS valid abbreviated form.

4.3.3 Conversion guidelines

CG 1 – Floors and Levels

Convert numeric **floor level type** data to the preferred standard. For example:

<u>Before Conversion</u>	<u>After Conversion</u>
1 ST FLOOR	FLOOR 1
2 ND FLOOR	FLOOR 2
3 RD FLOOR	FLOOR 3
4 TH LEVEL	LEVEL 4

CG 2 – Numeric Street Names

Convert **numeric street names** from their numeric representation to their alphabetic equivalent. For example:

<u>Before Conversion</u>	<u>After Conversion</u>
1 ST AVENUE	FIRST AVENUE
2 ND AVENUE	SECOND AVENUE
3 RD AVENUE	THIRD AVENUE
4 TH STREET	FOURTH STREET

4.3.4 DPID assignment

DPIDs are only to be applied to addresses using the current PAF and AMAS software.

No DPID can be assigned to an address unless it matches according to the AMAS rules. Techniques employing variations of “confidence levels”, or “extended modes” etc must not be used for DPID assignment.

4.3.5 Exact and inexact matching

Address Matching can be separated into two categories: Exact and Inexact matching.

For AMAS Program purposes, the definitions of “exact” and “inexact” matching are limited to the process of address component comparison and do not include topics such as misspellings, phonetic determination or other types of inexact comparisons. Depending on whether the address matching process falls into the exact or inexact category, different logical procedures are to be applied.

4.3.5.1 Exact Matching

Exact matching is the process of matching each of the components of the customer/test record with the corresponding address components in the PAF. When all the elements are present on the input address and there is only one candidate PAF record to which they match, then the match is considered valid.

Address Matching Example

CUSTOMER/TEST RECORD		MATCH TO	EXPLANATION
31 MAIN ST	MELBOURNE VIC 3000	31 MAIN ST MELBOURNE VIC 3000	All components of the customer/test record match exactly to the PAF record.

4.3.5.2 Inexact Matching

The category of inexact matching is more difficult to articulate; this is when the art of address matching happens.

Address matching software products may implement many methodologies to resolve inexact matches. In order to deal with inexact matches, familiarity with the AMAS Program matching rules, and the code and synonym tables and tie breaking rules found in the this guide are required.

Once Code File Matching (CFM), Synonym File Matching (SFM), Address Matching (AM) and Tie Breaking (TB) rules have been applied to a customer/test record and a match to a corresponding record on the PAF has not been made, it may still be possible to assign a DPID. In certain circumstances a DPID can be assigned to a customer/test record by matching to an associated real or phantom primary point. For more information, refer to matching to primary points and the associated content in the Definition of Secondary Information.

Note: there are some limits on the type and number of changes that can be made in order to attain a matching PAF record. Customers may not be able to match all their addresses, especially if they don't have all the required address components or they have something other than the correct address as issued by the relevant authorities.

Address Matching Example:

SYNONYM RECORDS		
ASHGROVE	ST JOHNS WOOD	V
ASHGROVE	WEST ASHGROVE	U

PAF RECORDS		
22-24 MAIN ST ASHGROVE QLD 4060	U 1 22-24 MAIN ST ASHGROVE QLD 4060	U 2 22-24 MAIN ST ASHGROVE QLD 4060
U 3 22-24 MAIN ST ASHGROVE QLD 4060	U 4 22-24 MAIN ST ASHGROVE QLD 4060	U 5 22-24 MAIN ST ASHGROVE QLD 4060

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
FLAT 5 22 MAIN RD ST JOHNS WOOD QLD 4060	U 5 22-24 MAIN ST ASHGROVE QLD 4060	Flat is converted to U, correct Flat Unit Type using the Code File, the Locality is converted to the correct Locality using the Synonym File, Street Type is changed to ST using AM Rule
FLAT 6 22 MAIN ST ASHGROVE QLD 4060	22-24 MAIN ST ASHGROVE QLD 4060	Refer to AM Rule and PPM Rule 1

4.3.6 Deciding the Development Platform

To make testing easier, software can be tested on a single platform to prevent having to repeat tests for different versions of the software within the same platform family.

AMAS approval testing is only performed on associated platform families. Therefore if a product runs on UNIX and Linux, only one test would be required to represent the platforms within the family. The recognised platform groupings according to AMAS are as follows:

Recognised Platform Groupings	
WIN	Windows 2000, Windows XP, Microsoft
UNIX	AIX, Linux, Solaris, UNIX
MVS	MVS, VMS, VSE
AS400	AS400
OS390	OS390 (inc zOS)
MAC	Macintosh
WEB	Website

Multi-platform testing is available to participants who want to test a single program that is used across a number of platform families. The availability of multi-platform testing ensures the AMAS Program quality standards are still maintained, while offering a more convenient and cost-effective means of testing to its participants.

The internal testing must include the end-to-end process. That is, even though the matching engine may be 'wrapped' in different software, the internal testing process needs to ensure that the data being presented to all versions of software produced the same end results. This is to ensure that the 'wrapping' software does not interfere with the matching results.

When the vendor is satisfied that the software achieves the same result for all associated platforms, they can apply for multi-platform testing for the approval process.

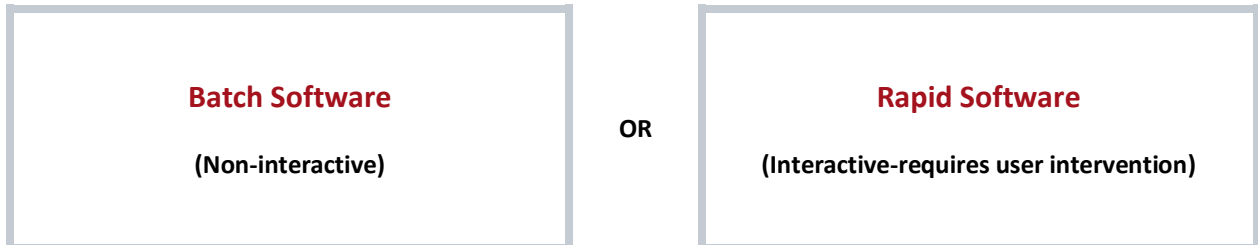
Please refer to the batch Scoring, results and analysis report in the approval section of this guide for details on how AMAS will score your approval test.

4.4 Batch Vs Rapid Matching Software Development

4.4.1 Choose the Method of Address Matching

One of the first development decisions is to determine what kind of address matching method will best suit the software being developed. The two options are Batch and Rapid Matching.

The choice of software development will impact the testing and approval process as the testing will either be conducted in either the Batch Address or Rapid format. Developers may commit to building software so that it can be done as both Batch and Rapid, but this decision must be made at the beginning of the development process.



Batch Software

This is the automatic matching of a given target address and returning the one corresponding DPID and its correctly presented address in accordance with the AMAS rules without any manual intervention or selection within the AMAS process.

Note: separate and external pre or post processing of addresses may occur outside of the AMAS processes, but the DPID may only be assigned through an AMAS matching process and can only be assigned to the address presented to the AMAS matching process.

Rapid Software

This software accepts an entire or partial address and then displays a list of possible address matches for manual selection, returning the standardised address and associated DPID. It is worth noting that the testing requires some differences to that of your production software. For example, in production a printed Barcode cannot contain a "zero" DPID value.

4.5 The Self-Test File

The Self-Test File (STF) is designed to assist software developers in the development of address matching logic. As a software developer, the STF, when used with the Development version of the PAF will enable you to measure and self-diagnose the accuracy of your address matching software, prior to submitting the software for formal Approval. The STF will be supplied via e-mail. Due to the size of the file, it will be compressed using a ZIP facility.

Unless otherwise specified, the following STF information relates to both the Batch and Rapid STF. The Rapid STF is available upon request from the Apdata.help@auspost.com.au and contains approximately 250 records for testing purposes.

The STF contains sample addresses that simulate customer "input details" records and the corresponding details from the PAF.

The STF will supply the "answer details" where an address matches the PAF record, or "no details" where there is no matching PAF record, according to the AMAS Address Matching rules. In this way you can use the STF to self-assess your software for its ability to match addresses and append the DPIDs in accordance with the AMAS Program rules before attempting the formal approval test.

Australia Post does not score your self-test file results. The STF is for your internal use and self-assessment while developing software. It is provided as a guide only, as your software should be developed against the full address matching rules, not just the STF contents. The STF may not contain all address variations that may be present in an Approval Test File (ATF), it is important to remember that passing the self-test file does not guarantee passing the approval process using the ATF.

Due to the complexities of address matching and the difficulty in ensuring uniqueness of records, the STF released with PAF VYYYY.0 will initially be released in a beta version. The main release of the STF and the basis for all AMAS software testing will be released with, and based on, PAF VYYYY.0.

There will be two primary releases of the STF for use in development of AMAS cycle software:

Self-Test File – Beta Version

- contains approximately 20,000 records and corresponding answers.
- Available from early July.
- More than one version of the STF (Beta) may be released if errors are identified prior to the release of the production STF.

Self-Test File – Production Version

- contains approximately 20,000 records.
- Made available approximately 1 month after the release of the Beta version
- The AMAS Program reserves the right to release subsequent versions if further issues are identified.

A Beta version of the STF (based on each subsequent quarterly version of the PAF) will be released with each quarterly PAF.

The STF released with the PAF is intended for use in internal testing if required. No guarantees will be made that the subsequent STF will be error free, nor will a production version of the subsequent STF be released. The Rapid STF is also available upon request, containing approximately 250 records. Data Partners may supply a copy of the STF to each potential Sub-Licensee.

The STF will contain three categories of tests. They are:

- Valid – where an exact match is expected and a numeric DPID should be returned
- Amendable – where address correction is required and a numeric DPID should be returned
- No Match – where no match should be provided and the DPID value returned is zero.

The ability of your software to correctly allocate the DPID can be checked against the expected outcomes provided in the STF. Further detailed information regarding the address matching rules used in the STF available under the address matching rules section of this guide.

The formal testing process also allows for a Declaration of multi-platform testing if eligible. This allows participants to submit a representative product for formal testing and approval, and then test similar products in-house, provided certain minimum requirements and criteria are met.

Testing is expected during the pre-cycle period of August to November in preparation for the coming full calendar year cycle; however, it may be attempted any time after the release of PAF VYYYY.0 up until the end of the following year.

Full details about the multi-platform testing option are outlined in the approval process section of this guide including information about the annual declaration audit for to test selected Multi-Platform products. The testing and approval processes are also covered in this guide. Data Partners may supply a copy of the STF to each potential Sub-Licensee.

4.5.1 General Structure of the STF

- The first line of the file contains the header record.
- The last line of the file contains the trailer record.
- The rest are the detail records. There are about 20,000 detail records in a STF, each consists of the AMAS test address and AMAS standard answer.

The conventions used in the following tables are:

- A indicates alphabetic character (no numeric digits)
- X indicates alphanumeric character
- 9 indicates numeric digit only (0 – 9)
- The length of each field is specified as an integer within parentheses in the Size column.
- All character fields are left aligned
- All numeric fields are right aligned with padding zero in front to make up the length. The exceptions are:
 - The postcode field where both rules apply, ie. left aligned and padded with zero. This field is set at 12 characters long, but it will contain a 4-digit postcode number, for example: “3001”, “0832”, plus 8 blanks.
 - FILE_NBR and CUSTOMER_ID which will be blanks
- All answer fields on the detail records reflect the names of the fields used in the PAF tables. Refer to the Postal Address File Table Structure in the Australia Post Data Guide for more information.
- Some field sizes in the Self-Test File differ from the PAF. This is to accommodate AMAS valid values from the Code and Synonym tables when answering the Approval Test File (ATF) and Rapid Approval Test File (RAATF). Refer to the AMAS Program Matching Rules in this guide.

STF Header

Field	Description	Size	Sample
RECORD_TYPE	A single character to indicate header record.	A(1)	H
COPYRIGHT_SYMBOL	Copy right of Australia Post.	X(18)	©Australia Post
FILE_CREATION_DATE	Date file created in YYYYMMDD format.	X(8)	19990420
FILE_TYPE	File type.	A(3)	STF
FILE_NBR	An 8 digit number created by the AMAS Program to uniquely identify the file. Not applicable for STF – set as blanks.	X(8)	
CUSTOMER_ID	An 8 digit number created by the AMAS Program to uniquely identify the AMAS Program customer. Not applicable for STF – set as blanks.	X(8)	

STF Detail

Field	Description	Size	Sample
RECORD_TYPE	A single character to indicate detail record.	A(1)	D
RECORD_ID	AMAS test case record number.	9(8)	00234567
TEST_TYPE_NBR (padded with leading zeroes)	AMAS test type number.	9(8)	00000001 00000349
INP_ADDRESS_1	Line 1 of test address.	X(50)	
INP_ADDRESS_2	Line 2 of test address.	X(50)	
INP_ADDRESS_3	Line 3 of test address.	X(50)	
ANS_DELIVY_POINT_ID	Answer delivery point identifier (DPID).	9(8)	34567890
ANS_FLAT_UNIT_TYPE	Answer flat/unit type.	X(12)	U
ANS_FLAT_UNIT_NBR	Answer flat/unit number, including suffix.	X(7)	1
ANS_FLOOR_LEVEL_TYPE	Answer floor/level type.	X(18)	FL
ANS_FLOOR_LEVEL_NBR	Answer floor/level number.	X(5)	2
ANS_LOT_NBR	Answer lot number.	X(6)	100
ANS_POSTAL_DELIVERY_TYPE	Answer postal delivery type.	X(11)	PO BOX
ANS_POSTAL_DELIVERY_NBR	Answer postal delivery number.	9(5)	00020
ANS_POSTAL_DELIVERY_NBR_PFX	Answer postal delivery number prefix.	X(3)	N
ANS_POSTAL_DELIVERY_NBR_SFX	Answer postal delivery number suffix.	X(3)	A
ANS_HOUSE_NBR_1	Answer house (street) number 1	9(5)	00023
ANS_HOUSE_NBR_SFX_1	Answer house (street) number 1 suffix.	X(1)	A
ANS_HOUSE_NBR_2	Answer house (street) number 2	9(5)	00000
ANS_HOUSE_NBR_SFX_2	Answer house (street) number 2 suffix.	X(1)	
ANS_STREET_NAME	Answer street name.	X(30)	SMITH
ANS_STREET_TYPE	Answer street type.	X(13)	ST
ANS_STREET_SFX	Answer street suffix.	X(10)	W
ANS_LOCALITY_NAME	Answer locality name.	X(46)	WINDSOR
ANS_POSTCODE	Answer postcode.	X(12)	3214
ANS_STATE	Answer state.	X(3)	VIC

STF Trailer

Field	Description	Size	Sample
RECORD_TYPE	A single character to indicate trailer record.	A(1)	T
FILE_RECORD_COUNT	Count of number of detail records in the file.	9(8)	00020891

4.6 Address Matching Rules

AMAS Program Address Matching Rules are all the business rules that software must adhere to, so that it is able to pass the AMAS certification process. The goal of the rules is to provide the greatest number of matches with the least number of unintended matches.

These rules are the subject of the Approval Test File cases, they must be implemented and successfully tested in order for your software to gain AMAS Approval.

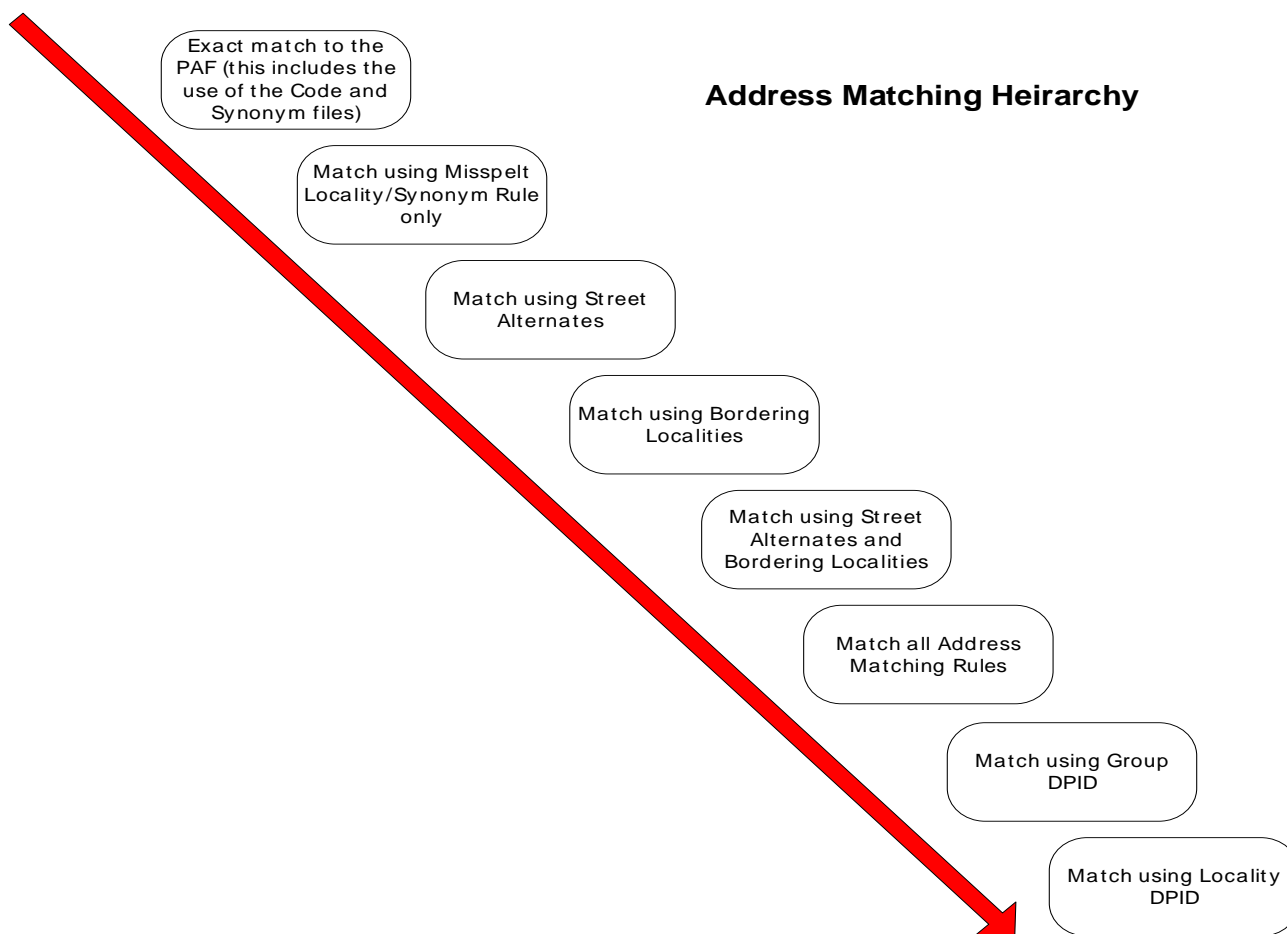
The following matching rules contain the details and examples of what is permitted and what is not permitted in the AMAS matching process.

Note: All matching rules need to be considered when attempting an inexact match.

4.6.1 Address Matching Hierarchy

The PAF is made up of address and reference data, both must be used by AMAS software. The following address matching hierarchy is to be followed in the matching process. It shows where the reference data is used in relation to all matching rules.

For AMAS address matching purposes, the following steps should be taken in this order, when using the PAF files to attempt to match to the customer/test record: Please refer to all other rules to determine what is or is not permitted.



4.6.2 Code and Synonym Files

4.6.2.1 The Purpose of the Code and Synonym Files

In addition to AMAS software, many organisations will have data enhancement programs in place to improve address information to gain higher match rates. This will normally involve those addresses that fail to match through the first cycle of address matching.

Once the data enhancement program has occurred, the customer's address database will need to be reprocessed using the AMAS approved software in order to assign DPID's. Records within the customer's database will now have a higher probability of matching to a corresponding PAF address record.

The Code and Synonym files are provided as reference sources to aid in address matching. They are the only additional data sources allowed for use in the AMAS address matching process. Proprietary Code and Synonym files and other fuzzy matching may only be used in your data enhancement programs. That is processing that occurs externally to the AMAS software.

Address components are classified in the code and synonym files as the following types:

Code file

The Code file contains details of valid and unacceptable representations of individual address components.

Address Type	Code Type
Flat/Unit Types	FUT
Floor/Level Types	FLT
Street Types	STT
Street Suffixes	STS
Postal Delivery Types	PDT
State	STA

Synonym file

The Synonym file contains details of valid and unacceptable locality synonyms.

Synonym Type	Code Type
Locality Synonym	LOC

4.6.2.2 The Code file

The Code file contains the valid AMAS values for individual address components and forms part of the PAF. It is named PAF_VYYYY-N_CODE.zip. The Code file is provided as a reference source to aid in address matching. It should also be used to explain the abbreviations used in the PAF and Self-Test Files. Use of the Code file for standardising or abbreviating does not constitute a change to an address for matching purposes.

The Code file will enable software developers to return only valid AMAS values; that is values with a TYPE_ACTN_CODE of V into the respective answer fields of the Approval Test File (ATF) and Rapid Approval Test File (RAATF), in accordance with the appropriate address matching rules and scoring routines.

The values contained in the Code file (TYPE_ITEM_ABBR field) are consistent with abbreviations contained in AS 4590 – 1999 Australian Standard for Interchange of Client Information. The values contained in the Code file (TYPE_ITEM) may be either valid or common variations of valid items. Refer to the Data Guide for detailed file structure listings and abbreviations.

Example of values contained in the Code file:

RECORD_ACTN_CODE	TYPE_ID	TYPE_ITEM	TYPE_ITEM_ABBR	TYPE_ACTN_CODE
I	FLT	L	L	V
I	FLT	LEVEL	L	V
I	FUT	U	U	V
I	FUT	UNIT	U	V
I	PDT	PO BOX	PO BOX	V
I	PDT	POST OFFICE BOX	PO BOX	U
I	PDT	C/- P O BOX	PO BOX	U
I	STA	VIC	VIC	V
I	STA	VICTORIA	VIC	U
I	STT	ST	ST	V
I	STT	STREET	ST	V
I	STS	S	S	V
I	STS	SOUTH	S	V

Note: any registered AMAS Program participant desiring an additional TYPE_ITEM to be included in the PAF Code file should make representations to Australia Post via apdata.help@auspost.com.au.

File value explanation:

Value	Explanation
RECORD_ACTN_CODE	the record action code identifies the action required for the record with each release of the PAF. The RECORD_ACTN_CODE has a value of "I" for Insert.

Value	Explanation
TYPE_ID	the type identifier refers to the component of the address to which the code relates. The TYPE_ID may contain the following values: <ul style="list-style-type: none"> • “FLT” which means Floor/Level Type • “FUT” which means Flat/Unit Type • “PDT” which means Postal Delivery Type • “STA” which means State Type • “STT” which means Street Type • “STS” which means Street Type Suffix
TYPE_ITEM	the address type item is a common representation of this address component. An example is “LEVEL”.
TYPE_ITEM_ABBR	the address type item abbreviation is the valid AMAS abbreviation for this address component. An example is “L”.
TYPE_ACTN_CODE	the address type action code indicates whether the value may be returned into the respective field in the ATF or RAATF. It may contain the values “V” for Valid or “U” for Unacceptable.

Code File Matching (CFM) rules

CFM Rule 1 – Meaning of “V”

For AMAS address matching purposes the value “V” in the TYPE_ACTN_CODE field means the value contained in the TYPE_ITEM field is Valid. The TYPE_ITEM value can be used to assist address matching and can also be returned into the respective answer field in the relevant Approval Test File (ATF) or Rapid Approval Test File (RAATF).

CFM Rule 2 – Meaning of “U”

For AMAS address matching purposes the value “U” in the TYPE_ACTN_CODE field means the value contained in the TYPE_ITEM field is Unacceptable. The TYPE_ITEM value can be used to assist address matching; however, after the match has been made the associated value in the TYPE_ITEM_ABBR field **must** be returned into the respective answer field in the Approval Test File (ATF) or Rapid Approval Test File (RAATF).

Address Matching Example:

PAF RECORDS	
U 5 22-24 MAIN RD ASHGROVE QLD 4060	PO BOX 8 ASHGROVE QLD 4060

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
UNIT 5 22 MAIN ROAD ASHGROVE QUEENSLAND 4060	U 5 22-24 MAIN RD ASHGROVE QLD 4060	Address is matched as it appears in the PAF and address components are standardised.
C/- P O BOX 8 ASHGROVE QLD 4060	PO BOX 8 ASHGROVE QLD 4060	The Postal Delivery Type is converted using the Valid entry from the Code File.

Permissible answer examples for the Approval Test File (ATF) or Rapid Approval Test File (RAATF).

U 5 22-24 MAIN RD ASHGROVE QLD 4060

U 5 22-24 MAIN ROAD ASHGROVE QLD 4060

UNIT 5 22-24 MAIN RD ASHGROVE QLD 4060

UNIT 5 22-24 MAIN ROAD ASHGROVE QLD 4060

PO BOX 8 ASHGROVE QLD 4060

4.6.2.3 The Synonym File

The synonym file contains valid/acceptable and unacceptable locality synonyms to aid in your address matching. It forms part of the PAF and is named PAF_VYYYY-N_SYNONYM.zip. Refer to the Australia Post Data Guide for a detailed file structure listing.

Individual locality synonym records from the synonym file are not reproduced in this guide, as additions are regularly made. If a listing is required, then the PAF_VYYYY-N_SYNONYM.zip file should be printed.

Valid synonym records (values with a TYPE_ACTN_CODE of V), from the PAF synonym file may be returned in the respective answer field of the Approval Test File (ATF) or Rapid Approval Test File (RAATF).

Examples of values contained in the synonym file:

RECORD_ACTN_CODE	TYPE_ID	LOCALITY_ID	SYNONYM	POSTCODE	TYPE_ACTN_CODE
I	LOC	1143	ST JOHNS WOOD	4060	V
I	LOC	1143	WEST ASHGROVE	4060	U
I	LOC	5742	PINE PARK	5742	V
I	LOC	19436	BARMAH EAST	3639	V
I	LOC	19436	EAST BARMAH	3639	U

Note that any registered AMAS participant desiring additional synonyms to be included in the PAF synonym file should make representations to Australia Post via apdata.help@auspost.com.au.

File value explanation:

Value	Explanation
RECORD_ACTN_CODE	The record action code identifies the action required for the record with each release of the PAF. The RECORD_ACTN_CODE has a value of "I" for Insert.
TYPE_ID	The type identifier refers to the type of synonym for each record. The TYPE_ID has a value of "LOC" for Locality.
LOCALITY_ID	The locality identifier is the value linking the synonym record to the associated record of the parent locality in the PAF Locality file.
SYNONYM	The locality synonym contains the value of the alternative locality name and can be used to assist address matching. This value may be returned into the respective answer field in the Approval Test File, or Rapid Approval Test File depending on the value contained in the synonym type action code (TYPE_ACTN_CODE) field.
POSTCODE	The postcode of the PAF locality that the synonym is linked to via the locality identifier (LOCALITY_ID).
TYPE_ACTN_CODE	The synonym type action code indicates whether the value may be returned into the respective field in the ATF or RAATF. It may contain the values "V" for Valid or "U" for Unacceptable.

Synonym File Matching (SFM) Rules

SFM Rule 1 – Meaning of "V"

For AMAS address matching purposes, the value "V" in the TYPE_ACTN_CODE field means that the value contained in the synonym field is Valid. The SYNONYM field value can be used to assist address matching and can also be returned into the respective answer field in the Approval Test File (ATF) or Rapid Approval Test File (RAATF).

Valid synonyms are gazetted Localities that are yet to have their boundaries defined by the relevant municipal council or are official Australia Post facility names.

SFM Rule 2 – Meaning of "U"

For AMAS address matching purposes, the value "U" in the TYPE_ACTN_CODE field means that the value contained in the Synonym field is Unacceptable. The SYNONYM field value can be used to assist address matching. After the match has been made, the associated locality record from the PAF Locality file (identified by the value in the LOCALITY_ID field of the synonym file), must be returned into the respective answer field in the Approval Test File (ATF) or Rapid Approval Test File (RAATF).

Unacceptable synonyms are common variations of the official Locality name. They represent various misspellings and misrepresentations of the official Locality.

Address Matching Example:

PAF RECORD	SYNONYM RECORDS	
U 5 22-24 MAIN RD ASHGROVE QLD 4060	ST JOHNS WOOD	V
	WEST ASHGROVE	U

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
UNIT 5 22 MAIN ROAD ST JOHNS WOOD QLD 4060	U 5 22-24 MAIN RD ASHGROVE QLD 4060	The Locality is converted to the correct PAF Locality Name using the Synonym File.
U 5 22-24 MAIN ROAD WEST ASHGROVE QLD 4060	U 5 22-24 MAIN RD ASHGROVE QLD 4060	The Locality must be converted to the correct PAF Locality Name using the Synonym File.

Permissible answer examples in the Approval Test File (ATF) or Rapid Approval Test File (RAATF):

U 5 22-24 MAIN RD **ASHGROVE** QLD 4060
 U 5 22-24 MAIN ROAD **ASHGROVE** QLD 4060
 UNIT 5 22-24 MAIN RD **ASHGROVE** QLD 4060
 UNIT 5 22-24 MAIN ROAD **ASHGROVE** QLD 4060

U 5 22-24 MAIN RD **ST JOHNS WOOD** QLD 4060
 U 5 22-24 MAIN ROAD **ST JOHNS WOOD** QLD 4060
 UNIT 5 22-24 MAIN RD **ST JOHNS WOOD** QLD 4060
 UNIT 5 22-24 MAIN ROAD **ST JOHNS WOOD** QLD 4060

4.6.3 Street Alternate Matching (SAM) Rules

Street Alternates allow for matching to addresses using a thoroughfare name different to the official address contained in the PAF. The alternate name may have been a previously used name or a section of the road that is renamed while passing through a town such as MAIN ST with HUME HWY.

For AMAS address matching purposes it is permissible to match the address of the customer/test record using a Street Alternate when:

- An exact match must be made on all other address components
- The customer/test record contains a valid Locality, Postcode combination
- There is no more than one possibility as a result of using Street Alternates
- The Address Matching Hierarchy is used in accordance with other address matching rules.

Note: the Misspelt Locality rule may be used. Primary Point Matching Rule 1 may not be used. The PAF or Street Alternate address details must be returned in the address format component fields of the test file.

Address Matching Example:

PAF RECORDS	
267 WHITEHORSE RD NUNAWADING VIC 3131	433 WHITEHORSE RD MITCHAM VIC 3132

PAF Street	PAF Street Type	PAF Street Sfx	Alternate Street	Alt Street Type	Alt Street Sfx	PAF Locality	PAF Pcode
WHITEHORSE	RD		MAROONDAH	HWY		NUNAWADING	3131
WHITEHORSE	RD		MAROONDAH	HWY		MITCHAM	3132

LOCALITY	SYNONYM	POSTCODE
MITCHAM	MITCHAM EAST	3132

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
267 MAROONDAH HWY NUNAWADING VIC 3131	267 WHITEHORSE RD NUNAWADING VIC 3131	An exact match is made using the Street Alternate.
L 1 433 MAROONDAH HWY MITCHAM VIC 3132	No Match	An exact match must be made on all address components of the customer/test record. PPM Rule 1 is not permitted.
267 MAROONDAH RD NUNAWADING VIC 3131	No Match	An exact match must be made on all address components in order to use the Street Alternate.
267-271 MAROONDAH RD NUNAWADING VIC 3131	No Match	An exact match must be made on all address components in order to use the Street Alternate.
4/267 MAROONDAH RD NUNAWADING VIC 3131	No Match	An exact match must be made on all address components in order to use the Street Alternate. PPM Rule 1 is not permitted.
433 MAROONDAH HWY MITCHAM VIC 3131	No Match	Must have a valid Locality, Postcode combination to use the Street Alternate.
433 MAROONDAH HWY MITCHAM EAST VIC 3132	433 WHITEHORSE RD MITCHAM VIC 3132	Synonyms may be used to find the correct Locality and match using the Street Alternate record.

4.6.4 Bordering Locality Matching (BLM) Rules

The use of Bordering Localities allows matching within a geographical area rather than a Postcode area used for Postal zoning purposes. They allow for matches just over the postcode boundary rather than modifying the customer/test record to an address within the boundary. Bordering Localities also cater for the issue of changes to Locality and Postcode boundaries and the delay of the update appearing in the PAF. They also deal with the use of a preferred Locality or Vanity address.

For AMAS address matching purposes it is permissible to match the address of the customer/test record using a Bordering Locality when the following conditions are met:

- The customer/test record contains a valid Locality, Postcode combination
- An exact match is made on all other address components
- There is no more than one possibility as a result of using Bordering Localities therefore if there is more than one possibility the result is NO MATCH and other address matching or DID level matching may not be used
- The customer/test record contains a Street address
- The Address Matching Hierarchy is used in accordance with other address matching rules
- The Primary Point Street Number is NOT contained in the PAF for the given Locality, as a Single Number or either number in a PAF ranged address.
Note: the Primary Point Street Number refers to the Street Number in the customer record, Single or Ranged without Secondary information. If the Primary Point Street Number exists in the given Locality, it is permissible to match to a secondary address though it is not permissible to match to a Bordering Locality
- A corresponding address does not exist, in the given Locality, by changing the Street Type and matching on all other address components. If a match is available the result is No Match
- A corresponding address does not exist, in the given Locality, by adding or changing the Street Suffix and matching on all other address components. If a match is available the result is No Match.

Note: Please be aware of the following items when using this rule:

- The given Locality should be first checked using the Misspelt Locality/Synonym Rule
- Primary Point Matching Rule 1 may not be used
- The PAF Locality or Bordering Locality details must be returned in the address format component fields of the test file
- Bordering Locality links may cross State boundaries
- Bordering Locality links may exist only one way between Localities.

Address Matching Examples

Example 1:

PAF RECORDS		
10 VANITY PL MOORABBIN VIC 3189	5 APEX AVE HAMPTON EAST VIC 3188	5 ALEX AVE MOORABBIN VIC 3189

LOCALITY	BORDERING LOCALITY
HAMPTON EAST VIC 3188	MOORABBIN VIC 3189
MOORABBIN VIC 3189	HAMPTON EAST VIC 3188

CUSTOMER RECORD	MATCH TO	EXPLANATION
10 VANITY PL HAMPTON EAST VIC 3188	10 VANITY PL MOORABBIN VIC 3189	Unique exact match on all other address components using the Bordering Locality.
5 APEX AVE MOORABBIN VIC 3189	5 APEX AVE HAMPTON EAST VIC 3188	Unique exact match on all other address components using the Bordering Locality.
10 VANITY PL HAMPTON EAST VIC 3000	No Match	Must have a valid Locality, Postcode combination to use Bordering Localities. Breaks condition 1.
5 ALEX AVE HAMPTON VIC 3188	No Match	No Bordering Locality link between Hampton and Moorabbin.
5 ALEX AVE HAMPTON EAST VIC 3189	5 ALEX AVE MOORABBIN VIC 3189	Bordering Locality not used as the Locality – Postcode combination is invalid. Incorrect Locality rule used. Breaks condition 1.

Example 2:

PAF RECORDS		
5 FRANCIS GR EASTWOOD NSW 2122	U 1/33 HALIFAX TCE DENISTON NSW 2114	U 2/33 HALIFAX TCE DENISTON NSW 2114
210 ROBERTS HWY EASTWOOD NSW 2122	L 1 210 ROBERTS HWY EASTWOOD NSW 2122	L 2 210 ROBERTS HWY EASTWOOD NSW 2122

LOCALITY	BORDERING LOCALITY
EASTWOOD NSW 2122	DENISTONE NSW 2114
DENISTONE NSW 2114	EASTWOOD NSW 2122

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
5 FRANCIS GR DENISTONE NSW 2114	5 FRANCIS GR EASTWOOD NSW 2122	Unique exact match on all other address components using the Bordering Locality.
5 FRANCIS ST DENISTONE NSW 2114	No Match	The customer/test record contains a different Street Type. A match must be made on all other address components to match to a Bordering Locality.
APT 1/33 HALIFAX TCE EASTWOOD NSW 2122	U 1/33 HALIFAX TCE DENISTON NSW 2114	APT and U are interchangeable and a unique exact match can be made on all other address components using the Bordering Locality.
PTHS 2/33 HALIFAX TCE EASTWOOD NSW 2122	No Match	The customer/test record contains a different Unit Type. A match must be made on all other address components to match to a Bordering Locality.
L 3 210 ROBERTS HWY DENISTONE NSW 2114	No Match	Level 3 is not contained in the PAF. A match must be made on all other address components to match to a Bordering Locality.
210 ROBERTS HWY DENISTONE NSW 2114	210 ROBERTS HWY EASTWOOD NSW 2122	Unique exact match on all other address components using the Bordering Locality.

Example 3:

PAF RECORDS		
34 FOURTH ST BOONDALL QLD 4034	34 FOURTH ST FITZGIBBON QLD 4018	51 FOURTH ST FITZGIBBON QLD 4018
12 ROSE CT SHORNCLIFFE QLD 4017	12 ROSS CT DEAGON QLD 4017	RMB 6349 BOONDALL QLD 4034

LOCALITY	BORDERING LOCALITY
DEAGON QLD 4017	FITZGIBBON QLD 4018
DEAGON QLD 4017	BOONDALL QLD 4034
FITZGIBBON QLD 4018	DEAGON QLD 4017

CUSTOMER RECORD	MATCH TO	EXPLANATION
34 FOURTH ST DEAGON QLD 4017	No Match	There is more than one possibility by using Bordering Localities in FITZGIBBON and BOONDALL.

CUSTOMER RECORD	MATCH TO	EXPLANATION
51 FOURTH ST DEAGON QLD 4017	51 FOURTH ST FITZGIBBON QLD 4018	Unique exact match on all other address components using the Bordering Locality.
12 ROSE CT DEAGON QLD 4017	No Match	There is no Bordering Locality link between DEAGON and SHORNCLIFFE and there is more than one possibility by changing either the Street Name or Locality, refer to TB Rule Street Name versus Locality.
RMB 6349 DEAGON QLD 4017	No Match	Bordering Locality matching may not be used for Postal Delivery Type addresses.

Example 4:

PAF RECORDS		
12 BAKER ST RICHMOND SA 5033	U 1/12 BAKER ST NETLEY SA 5037	27 BAKER ST NETLEY SA 5037 (Phantom PP)
27 BAKER ST MARLESTON SA 5033	33-35 KIRKWOOD AVE RICHMOND SA 5033	U 1/33 KIRKWOOD AVE NETLEY SA 5037
57 ADELAIDE GR RICHMOND SA 5033	57-59 ADELAIDE GR NETLEY SA 5037	U 1/17-19 MURPHY ST RICHMOND SA 5033
U 1/19 MURPHY ST NETLEY SA 5037	70 ELIZABETH ST MARLESTON SA 5033	70-74 ELIZABETH ST NETLEY SA 5037
78 ELIZABETH ST MARLESTON SA 5033	80 ELIZABETH ST MARLESTON SA 5033	78-80 ELIZABETH ST NETLEY SA 5037

LOCALITY	BORDERING LOCALITY
RICHMOND SA 5033	MARLESTON SA 5033
RICHMOND SA 5033	NETLEY SA 5037
MARLESTON SA 5033	RICHMOND SA 5033
MARLESTON SA 5033	NETLEY SA 5037
NETLEY SA 5037	RICHMOND SA 5033
NETLEY SA 5037	MARLESTON SA 5033

CUSTOMER RECORD	MATCH TO	EXPLANATION
1/12 BAKER ST RICHMOND SA 5033	12 BAKER ST RICHMOND SA 5033	The Primary Point Street Number is in the given Locality therefore Bordering Locality matching may not be used.
SHOP 1/12 BAKER ST RICHMOND SA 5033	12 BAKER ST RICHMOND SA 5033	The Primary Point Street Number is in the given Locality therefore Bordering Locality matching may not be used.
27 BAKER ST NETLEY SA 5037	No Match	The Primary Point Street Number is in the given Locality therefore Bordering Locality matching may not be used. Match no permitted as the customer record does not contain secondary information.
1/33 KIRKWOOD AVE RICHMOND SA 5033	33-35 KIRKWOOD AVE RICHMOND SA 5033	The Primary Point Street Number is in the given Locality therefore Bordering Locality matching may not be used.
57 ADLEAIDE GR NETLEY SA 5037	57-59 ADLEAIDE GR NETLEY SA 5037	The Primary Point Street Number is in the given Locality therefore Bordering Locality matching may not be used.
59 ADELAIDE GR RICHMOND SA 5033	No Match	Must be an exact match on all other address components to use Bordering Locality matching and address not available in given Locality.
U 1/19 MURPHY ST RICHMOND SA 5033	U 1/17-19 MURPHY ST RICHMOND SA 5033	The Primary Point Street Number is in the given Locality therefore Bordering Locality matching may not be used.
70-74 ELIZABETH ST MARLESTON SA 5033	70 ELIZABETH ST MARLESTON SA 5033	The Primary Point Street Number is in the given Locality therefore Bordering Locality matching may not be used.
78-80 ELIZABETH ST MARLESTON SA 5033	No Match	The Primary Point Street Number is in the given Locality therefore Bordering Locality matching may not be used. A match is not permitted in the given Locality as there are 2 possibilities.
76-78 ELIZABETH ST NETLEY SA 5037	No Match	Outside the range of the PAF address.

Example 5:

PAF RECORDS		
23 MAYVIEW DR KELMSCOTT WA 6111	23 MAYVIEW AVE ARMADALE WA 6112	14-16 VICTORIA GR KELMSCOTT WA 6111
14 VICTORIA ST ARMADALE WA 6112	15 THIRD AVE N WUNGONG WA 6112	15 THIRD AVE BYFORD WA 6122
2 SECOND AVE N WUNGONG WA 6112	2 SECOND ST BYFORD WA 6122	

LOCALITY	BORDERING LOCALITY
KELMSCOTT WA 6111	ARMADALE WA 6112
ARMADALE WA 6112	KELMSCOTT WA 6111
WUNGONG WA 6112	BYFORD WA 6122
BYFORD WA 6122	WUNGONG WA 6112

CUSTOMER RECORD	MATCH TO	EXPLANATION
23 MAYVIEW AVE KELMSCOTT WA 6111	No Match	A corresponding address exists in the given Locality by changing the Street Type of the customer record.
23 MAYVIEW ST ARMADALE WA 6112	23 MAYVIEW AVE ARMADALE WA 6112	An exact match cannot be made using Bordering Locality matching though a match can be made by using other Address Matching rules.
14 VICTORIA GR ARMADALE WA 6112	14 VICTORIA ST ARMADALE WA 6112	An exact match cannot be made on all other address components using Bordering Locality matching though a match can be made by using other Address Matching rules.
15 THIRD AVE WUNGONG WA 6112	No Match	A corresponding address exists in the given Locality by adding the Street Suffix of the customer record and in the Bordering Locality making it ambiguous.
2 SECOND ST WUNGONG WA 6112	2 SECOND ST BYFORD WA 6122	Cannot change both the Street Type and Street Suffix to match in the given Locality. An exact match is available using the Bordering Locality.
2 SECOND AVE WUNGONG WA 6112	2 SECOND AVE N WUNGONG WA 6112	An exact match cannot be made on all other address components using Bordering Locality matching though a match can be made by using other Address Matching rules.

Example 6:

PAF RECORDS
18 MALL CT BLACKBURN NORTH VIC 3130

LOCALITY	BORDERING LOCALITY
BLACKBURN NORTH VIC 3130	DONCASTER EAST VIC 3109
DONCASTER EAST VIC 3109	BLACKBURN NORTH VIC 3130

CUSTOMER RECORD	MATCH TO	EXPLANATION
18 MALL CT DONASTER EAST VIC 3109	18 MALL CT BLACKBURN NORTH VIC 3130	A corresponding address exists in the bordering Locality by changing the misspelt locality of the customer record.
18 MALL CT DONATER EAST VIC 3109	No Match	Requires 2 characters to be added in order to match to the bordering locality.

4.6.5 Address Matching (AM) Rules

It is important to note that the address examples provided in this handbook are used to demonstrate the logic of the Address Matching Rules and are not a complete representation of the addresses within the PAF.

Note: All address matching rules need to be considered in conjunction with each other before developing your software.

4.6.5.1 AM Rule – Change to an Address

For AMAS address matching purposes a change to an address in the matching process is defined as altering a component of an address other than through the use of the Code or Synonym Files. The following are not considered changes:

- use of the Code File for standardisation, for example: standardising STR to ST
- use of the Synonym File for conversion, for example: MELB to MELBOURNE
- interchangeable values of address components, for example: F/U/APT.

Refer to all other Address Matching Rules for further information.

Address Matching Example:

PAF RECORDS	
U 3 78 ALANDALE ST BRUNSWICK VIC 3056	L 10 505 LITTLE COLLINS ST MELBOURNE VIC 3000

LOCALITY	SYNONYM	POSTCODE
BRUNSWICK	BRUNSWICK LOWER	3056

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
UNIT 3/78 ALANDALE STREET BRUNSWICK VIC 3056	U 3 78 ALANDALE ST BRUNSWICK VIC 3056	The Unit and Street Types are standardised. Neither is a change.
U 3 78 ALANDALE STR BRUNSWICK VIC 3056	U 3 78 ALANDALE ST BRUNSWICK VIC 3056	The Street Type and State are converted to the Standard Abbreviation. Neither is a change.
U 3 78 ALANDALE AVE BRUNSWICK VIC 3056	U 3 78 ALANDALE ST BRUNSWICK VIC 3056	The Street Type is changed to that of the PAF record, this is a change.
U 3 78-80 ALANDALE ST BRUNSWICK VIC 3056	U 3 78 ALANDALE ST BRUNSWICK VIC 3056	The Ranged Number is changed to a Single number, this is a change.
U 3 78 ALANDALE ST BRUNSWICK LOWER VIC 3056	U 3 78 ALANDALE ST BRUNSWICK VIC 3056	The Locality Synonym is converted to the correct Locality, this is not a change.
APT 3 78 ALANDALE ST BRUNSWICK VIC 3056	U 3 78 ALANDALE ST BRUNSWICK VIC 3056	APT is interchangeable with U therefore this is not a change.
LEVEL10 505 LITTLE COLLINS ST MELBOURNE VIC 3000	L 10 505 LITTLE COLLINS ST MELBOURNE VIC 3000	The Level Type is standardised which is not considered a change.
FLOOR 10 505 LITTLE COLLINS ST MELBOURNE VIC 3000	L 10 505 LITTLE COLLINS ST MELBOURNE VIC 3000	The Level Type is interchangeable and is standardised neither considered a change.
L 10 505 LITTLE COLLINS ST MELBOURNE VIC 3000	L 10 505 LITTLE COLLINS ST MELBOURNE VIC 3000	Multiple spaces are treated as a single space this is not a change.

4.6.5.2 AM Rule – The Slash “/” Symbol

For AMAS address matching purposes and in accordance with Australia Post Address Presentation Standards, the Slash “/” symbol is to be interpreted as signifying an address **that includes a Flat/Unit Type Number**. An address including a forward slash “/”, **without any Flat/Unit Type such as Flat, Unit, Suite, or Office**, may **only** be interpreted as separating an apartment, flat or unit number from a house (street) number, ie. “5/8”.

4.6.5.3 AM Rule – The Dash “-” Symbol

For AMAS address matching purposes and in accordance with Australia Post mail presentation standards, the Dash “-” symbol is to be interpreted as signifying an address that includes a number range. This is classified as a **Ranged Address**. If the house/(street) number includes a number range, the range of applicable numbers should be included, separated by a dash, with no spaces between numerals, ie. “3-7.”

4.6.5.4 AM Rule – Odd/Even Determination

Within the PAF, ranged addresses may be represented as both odd numbers (317-321), both even numbers (318-320), or a combination of odd and even numbers (24-25). If the PAF ranged address contains both odd numbers (1-5) it **only** covers the **odd** numbers of the range (ie 1 & 5). If the PAF ranged address is both even numbers (2-6) then it **only** covers the **even** numbers of the range (ie 2 & 6). However, if the PAF ranged address is a combination of odd and even numbers (1-4) it covers the **odd and even** numbers of the range (ie 1 & 4).

For AMAS address matching purposes, if the customer/test record contains a ranged address it may only be matched to a corresponding range type within the PAF or a single street number. If the customer/test-ranged address is matched to a PAF ranged address they must be both odd ranges, both even ranges, or both a combination of odd and even ranges.

4.6.5.5 AM Rule – Building Property Names

Some records in the PAF may contain Building Property Names. These names are not currently used during AMAS address matching. There is no provision for Building Property Names to be returned into the associated answer fields in the Approval Test File or Rapid Approval Test File. It is recommended that a Building Property Name on a customer record be returned with the address to assist mail delivery.

4.6.5.6 AM Rule– The “-” and other Components

For AMAS address matching purposes and in accordance with AMAS Program Address Matching Rule 3, the Dash “-” symbol is to be interpreted as signifying an address that includes a number range.

Example:

If the PAF record contains

3-7 MAIN ST PERTH WA 6000

And if the customer/test record was

3-7 MAIN ST PERTH WA 6000

Then an exact match would occur.

However, If a Flat Unit or Floor Level Type is added to the above customer/test record, i.e.

U 3-7 MAIN ST PERTH WA 6000

the address would be considered as missing the associated Flat Unit Type number.

Similarly, If a Floor Level Type is added to the customer/test record, i.e.

L 3-7 MAIN ST PERTH WA 6000

it would be considered as missing the associated Floor Level Number.

Both customer/test records are to be considered ambiguous at this secondary information address detail. Please refer to the Definition of Secondary Information. These customer/test records can only be matched by applying Primary Point Matching (PPM) Rule 1 and matching to the primary point.

Address Matching Example:

PAF RECORDS		
3-7 MAIN ST PERTH WA 6000	U 3 3-7 MAIN ST PERTH WA 6000	SHOP 3 3-7 MAIN ST PERTH WA 6000
LEVEL 3 3-7 MAIN ST PERTH WA 6000	M 3-7 MAIN ST PERTH WA 6000	

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
U 3-7 MAIN ST PERTH WA 6000	3-7 MAIN ST PERTH WA 6000	Insufficient Secondary Information in customer/test record. Refer to PPM Rule 1
SHOP 3-7 MAIN ST PERTH WA 6000	3-7 MAIN ST PERTH WA 6000	Insufficient Secondary Information in customer/test record. Refer to PPM Rule 1
L 3-7 MAIN ST PERTH WA 6000	3-7 MAIN ST PERTH WA 6000	Insufficient Secondary Information in customer/test record. Refer PPM Rule 1
M 3-7 MAIN ST PERTH WA 6000	M 3-7 MAIN ST PERTH WA 6000	Corresponding secondary information is contained in the PAF. Refer to AM Rule- Floors and Levels

Be aware that some Floor Level Types do not require an associated Floor Level Number.

4.6.5.7 AM Rule– Flat Unit Types

For AMAS address matching purposes it is permissible to match the Flat Unit Number of a customer/test record regardless of the Flat Unit Type when the Flat Unit Number is unique to the PAF address and in accordance with the permissible changes of other Address Matching Rules.

If the PAF contains more than one record with the same Flat Unit Number then an exact match must be made on the Flat Unit Type and Flat Unit Number in the PAF.

Note: “Flat”, “Unit”, “Apartment” and “/” (blank Flat Unit Type) are considered interchangeable in determining an exact match. Where a Flat Unit Number appears in a PAF record with no Flat Unit Type, the record is to be considered to have a Flat/Unit Type of “UNIT”.

If a match to the Flat Unit Number cannot be achieved using the above conditions then a match is permissible to the Primary Point.

Address Matching Example:

PAF RECORDS		
22-24 MAIN RD ASHGROVE QLD 4060	U 1 22-24 MAIN RD ASHGROVE QLD 4060	SE 1 22-24 MAIN RD ASHGROVE QLD 4060
U 2 22-24 MAIN RD ASHGROVE QLD 4060	SHOP 2 22-24 MAIN RD ASHGROVE QLD 4060	U 3 22-24 MAIN RD ASHGROVE QLD 4060
U 4 22-24 MAIN RD ASHGROVE QLD 4060	STU 7 22-24 MAIN RD ASHGROVE QLD 4060	

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
U1 22-24 MAIN RD ASHGROVE QLD 4060	U 1 22-24 MAIN RD ASHGROVE QLD 4060	An exact match to the associated Flat/Unit Type and Number within the PAF.
4/22-24 MAIN RD ASHGROVE QLD 4060	U 4 22-24 MAIN RD ASHGROVE QLD 4060	No Flat Unit Type therefore a match to the Flat/Unit Type as UNIT within the PAF.
1/22-24 MAIN RD ASHGROVE QLD 4060	U 1 22-24 MAIN RD ASHGROVE QLD 4060	The slash “/” is interchangeable with the Flat/Unit Type of UNIT.
APT 1/22-24 MAIN RD ASHGROVE QLD 4060	U 1 22-24 MAIN RD ASHGROVE QLD 4060	The Flat/Unit Type of Apartment is interchangeable with the Flat/Unit Type of UNIT.
SE 1/22-24 MAIN RD ASHGROVE QLD 4060	SE 1 22-24 MAIN RD ASHGROVE QLD 4060	Corresponding Secondary Information is contained in the PAF.
FL 1/22-24 MAIN RD ASHGROVE QLD 4060	22-24 MAIN RD ASHGROVE QLD 4060	FL is the abbreviation for FLOOR, no corresponding secondary information in the PAF therefore a match to the Primary Point.
SHOP 2/22-24 MAIN RD ASHGROVE QLD 4060	SHOP 2 22-24 MAIN RD ASHGROVE QLD 4060	Corresponding Secondary Information is contained in the PAF.
KSK 2 22-24 MAIN RD ASHGROVE QLD 4060	22-24 MAIN RD ASHGROVE QLD 4060	Unit Number is not unique at the address and the customer Unit Type does not match nor is it interchangeable with either PAF records.
OFF 3 22-24 MAIN RD ASHGROVE QLD 4060	U 3 22-24 MAIN RD ASHGROVE QLD 4060	Match on Unit Type is not available though the Unit Number is unique so the Unit Type may be changed to match. This is considered a change to the address.
F 4 22-24 MAIN RD ASHGROVE QLD 4060	U 4 22-24 MAIN RD ASHGROVE QLD 4060	The Flat/Unit Type of Flat is interchangeable with the Flat/Unit Type of UNIT.
ROOM 7 22-24 MAIN RD ASHGROVE QLD 4060	STU 7 22-24 MAIN RD ASHGROVE QLD 4060	Match on Unit Type is not available though the Unit Number is unique so the Unit Type may be changed to match. This is considered a change to the address.

4.6.5.8 AM Rule – Floors and Levels

For AMAS address matching purposes, Floor Level Types of “Floor” and “Level” are considered to be **interchangeable**. All other Floor Level Types are to be considered as **unique**.

Address Matching Example:

PAF RECORDS		
202 CITY ST HOBART TAS 7000	L 1 202 CITY ST HOBART TAS 7000	L 2 202 CITY ST HOBART TAS 7000
L 3 202 CITY ST HOBART TAS 7000	L 4 202 CITY ST HOBART TAS 7000	

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
L 1 202 CITY ST HOBART TAS 7000	L 1 202 CITY ST HOBART TAS 7000	Corresponding Secondary Information is contained in the PAF.
FL 1 202 CITY ST HOBART TAS 7000	L 1 202 CITY ST HOBART TAS 7000	Corresponding Secondary Information is contained in the PAF with FL and L being interchangeable.
M 4 202 CITY ST HOBART TAS 7000	202 CITY ST HOBART TAS 7000	Corresponding Secondary Information is not contained in the PAF. Refer to PPM Rule 1.

Note: some Floor Level Types require an associated Floor Level Number. The following file is provided to aid in the development of address matching software and identifies where associated Floor Level Numbers are either optional or mandatory. The resultant combinations are contained in the PAF.

OPTIONAL means

Some associated Floor Level Numbers are contained in the PAF for this Floor Level Type.

MANDATORY means

Associated Floor Level Numbers are contained in the PAF in all cases for this Floor Level Type.

FLOOR/LEVEL TYPE	ABBREVIATION	NUMBER
BASEMENT	B	OPTIONAL
FLOOR	FL	MANDATORY
GROUND FLOOR	G	OPTIONAL
LEVEL	L	MANDATORY
LOWER GROUND FLOOR	LG	OPTIONAL
MEZZANINE	M	OPTIONAL
UPPER GROUND FLOOR	UG	OPTIONAL

All the current AMAS Floor Level Types and their associated AMAS approved abbreviations can be found in the *Address Component Abbreviations* section of the Australia Post Data Guide and the Code Table.

4.6.5.9 AM Rule – PAF Single Street Numbers

There may be occasions when both single and ranged street addresses overlap. An example could be where a multi-storey building uses the ranged address for the levels above, while shops on the Ground Floor use single number addresses. An exact match must be made if available before using other matching rules to attempt a match. A list of DPIDs will be provided with each PAF for all single and ranged addresses that overlap.

For AMAS address matching purposes – when the customer/test record contains a Ranged Address (317-321), it is permissible to match to a Single Street Number (317) PAF address **only** when the Single Number matches the First or Last Number of the Ranged Address and there is only one possible number match within the PAF over that range.

Address Matching Example:

PAF RECORDS		
316 MAIN ST MELBOURNE VIC 3000	319 MAIN ST MELBOURNE VIC 3000	323 MAIN ST MELBOURNE VIC 3000
325 MAIN ST MELBOURNE VIC 3000	327 MAIN ST MELBOURNE VIC 3000	333 MAIN ST MELBOURNE VIC 3000
334 MAIN ST MELBOURNE VIC 3000	45 STATION ST MELBOURNE VIC 3000	80 ELIZABETH ST RICHMOND VIC 3121 (Real PP)
80 ELIZABETH ST MELBOURNE VIC 3000 (Phantom)		

LOCALITY	BORDERING LOCALITY
MELBOURNE VIC 3000	RICHMOND VIC 3121

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
317-321 MAIN ST MELBOURNE VIC 3000	No Match	The Single PAF Number does not match either the First or Last Number of the Range Address
323-327 MAIN ST MELBOURNE VIC 3000	No Match	Ambiguous two possible matches to numbers in the Street.
327-329 MAIN ST MELBOURNE VIC 3000	327 MAIN ST MELBOURNE VIC 3000	First number in the range matches to the PAF record and no other possible matches.
331-333 MAIN ST MELBOURNE VIC 3000	333 MAIN ST MELBOURNE VIC 3000	Last number in the range matches to the PAF record and no other possible matches.
333-334 MAIN ST MELBOURNE VIC 3000	No Match	Ambiguous two possible matches to numbers in the Street.
45-48 STATION ST MELBOURNE VIC 3000	45 STATION ST MELBOURNE VIC 3000	First number in the range matches to the PAF record and no other possible matches.

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
325-329 MAIN ST MELBOURNE VIC 3000	No Match	Even though only the first number in the range matches a PAF record, the range of the customer/test record extends over 2 PAF addresses making it ambiguous.
80 ELIZABETH ST MELBOURNE VIC 3000	No Match	Even though there is a Phantom address but with no secondary information, it returns NO MATCH and cannot change to match to another address in bordering locality
512 MAIN ST MELBOURNE VIC 3000	No Match	The Street Number does not exist

4.6.5.10 AM Rule – PAF Ranged Street Numbers

The PAF contains address records with Single and Dual Street Numbers (Range).

The Dual Street Number (Range) represents a development or building covering more than one allocated Street Number for the thoroughfare e.g. 317-321 MAIN ST

There may be occasions when both single and ranged street addresses overlap. An example could be where a multi-storey building uses the ranged address for the levels above, while shops on the Ground Floor use single number addresses. An exact match must be made if available before using other matching rules to attempt a match. A list of DPIDs will be provided with each PAF for all single and ranged addresses that overlap.

For AMAS address matching purposes when the PAF record is a Ranged Address and the customer/test record is:

- a Single Number, it is permissible to match when either the First Number or the Last Number of the PAF Ranged Address record is the same as the customer/test record Single Number though not when the single number is within the number range of that PAF ranged address.
- a Ranged Address, it is permissible to match when the two number ranges are the same.
- a Ranged Address that does not match to a corresponding number range in the PAF, it is permissible to match to the PAF record when the First number in the customer/test record matches to the First number in the PAF record and the Last number in the customer/test record is within the range of the PAF number range. It is also permissible to match to the PAF record when the Last number in the customer/test record matches to the Last number in the PAF record and the First number in the customer/test record is within the range of the PAF number range.

Address Matching Example:

PAF RECORDS		
317-321 MAIN ST MELBOURNE VIC 3000	325-327 MAIN ST MELBOURNE VIC 3000	329-331 MAIN ST MELBOURNE VIC 3000
45-48 STATION ST MELBOURNE VIC 3000	1-5 DANCE BVD HOLDER ACT 2611 (<i>Real PP</i>)	U 1/1-5 DANCE BVD HOLDER ACT 2611
U 2/1-5 DANCE BVD HOLDER ACT 2611	U 3/1-5 DANCE BVD HOLDER ACT 2611	U 4/1-5 DANCE BVD HOLDER ACT 2611
U 5/1-5 DANCE BVD HOLDER ACT 2611	U 6/1-5 DANCE BVD HOLDER ACT 2611	U 1/5A DANCE BVD HOLDER ACT 2611
U 2/5A DANCE BVD HOLDER ACT 2611	U 3/5A DANCE BVD HOLDER ACT 2611	10-16 LINCOLN HWY SANDGATE QLD 4017 (<i>Real PP</i>)
L 1 10-16 LINCOLN HWY SANDGATE QLD 4017	L 2 10-16 LINCOLN HWY SANDGATE QLD 4017	10 LINCOLN HWY SANDGATE QLD 4017
12 LINCOLN HWY SANDGATE QLD 4017	14 LINCOLN HWY SANDGATE QLD 4017	16 LINCOLN HWY SANDGATE QLD 4017

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
317-321 MAIN ST MELBOURNE VIC 3000	317-321 MAIN ST MELBOURNE VIC 3000	Exact match of both numbers in the range.
317 MAIN ST MELBOURNE VIC 3000	317-321 MAIN ST MELBOURNE VIC 3000	Matches the first number in the range.
319 MAIN ST MELBOURNE VIC 3000	No Match	The Single Number does not match the First or Last Number of the PAF Ranged address.
321 MAIN ST MELBOURNE VIC 3000	317-321 MAIN ST MELBOURNE VIC 3000	Matches to the last number in the range.

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
327-329 MAIN ST MELBOURNE VIC 3000	No Match	Ambiguous, two possible matches to addresses in the Street.
317-319 MAIN ST MELBOURNE VIC 3000	317-321 MAIN ST MELBOURNE VIC 3000	The First Number matches the PAF Ranged address and the Last Number is covered by the PAF Range.
319-321 MAIN ST MELBOURNE VIC 3000	317-321 MAIN ST MELBOURNE VIC 3000	The Last Number matches the PAF Ranged address and the First Number is covered by the PAF Range.
45-47 STATION ST MELBOURNE VIC 3000	No Match	Both ranges are different types. The PAF contains a combination odd and even ranged address and the input contains an odd ranged address. Refer to the AM Rule- Odd/Even Determination.
45-46 STATION ST MELBOURNE VIC 3000	45-48 STATION ST MELBOURNE VIC 3000	PAF ranged address covers the input address street number and both ranges are a combination odd and even ranged address. Refer to the AM Rule- Odd/Even Determination.
329-333 MAIN ST MELBOURNE VIC 3000	No Match	First number matches the PAF Range address though the Last number is beyond the Range.
U 1/1 DANCE BVD HOLDER ACT 2611	U 1/1-5 DANCE BVD HOLDER ACT 2611	A match is made by amending the range to the PAF address.
U 4/3-5 DANCE BVD HOLDER ACT 2611	U 4/1-5 DANCE BVD HOLDER ACT 2611	A match is made by amending the range to the PAF address.
U 6/5 DANCE BVD HOLDER ACT 2611	U 6/1-5 DANCE BVD HOLDER ACT 2611	A match is made by amending the range to the PAF address.
U 2/5 DANCE BVD HOLDER ACT 2611	U 2/1-5 DANCE BVD HOLDER ACT 2611	The suffix may not be added, a match is made by amending the range.
U 3/5A DANCE BVD HOLDER ACT 2611	U 3/5A DANCE BVD HOLDER ACT 2611	A direct match is made on the address with the PAF.
U 6/5A DANCE BVD HOLDER ACT 2611	1-5 DANCE BVD HOLDER ACT 2611 Returned address: U 6/5A DANCE BVD HOLDER ACT 2611	No exact match to the PAF a match is made to the Primary Point and the secondary information is to be returned.
10 LINCOLN HWY SANDGATE QLD 4017	10 LINCOLN HWY SANDGATE QLD 4017	A direct match is made on the address with the PAF.
10-14 LINCOLN HWY SANDGATE QLD 4017	No Match	Ambiguous, two possible matches to addresses in the Street.
U 2/12 LINCOLN HWY SANDGATE QLD 4017	12 LINCOLN HWY SANDGATE QLD 4017 Returned address: U 2/12 LINCOLN HWY SANDGATE QLD 4017	An exact match is made to the Primary Point address and the secondary information is to be returned.
SHOP 4/16 LINCOLN HWY SANDGATE QLD 4017	16 LINCOLN HWY SANDGATE QLD 4017 Returned address: SHOP 4/16 LINCOLN HWY SANDGATE QLD 4017	An exact match is made to the Primary Point address and the secondary information is to be returned.
L 4 10-16 LINCOLN HWY SANDGATE QLD 4017	10-16 LINCOLN HWY SANDGATE QLD 4017 Returned address: L 4 10-16 LINCOLN HWY SANDGATE QLD 4017	An exact match is made to the Primary Point address and the secondary information is to be returned.

4.6.5.11 AM Rule – House (Street) Number Suffixes

For AMAS address matching purposes, where a customer/test record includes a House Number Suffix (e.g. 2A), the customer/test record should be matched to the corresponding PAF House Number Suffix record. A House Number Suffix may not be added to match to a PAF address.

If the customer/test record includes a house number suffix and no corresponding house number suffix record is contained in the PAF, then a match may be made to the Primary Point. Refer to the Primary Point Matching rules for more information.

Address Matching Example:

PAF RECORDS		
1 WARATAH CRES ILUKA WA 6028	1A WARATAH CRES ILUKA WA 6028	2 WARATAH CRES ILUKA WA 6028
2A WARATAH CRES ILUKA WA 6028	2B WARATAH CRES ILUKA WA 6028	3 WARATAH CRES ILUKA WA 6028
U 1/3A WARATAH CRES ILUKA WA 6028	U 2/3A WARATAH CRES ILUKA WA 6028	U 3/3A WARATAH CRES ILUKA WA 6028

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
1 WARATAH CRES ILUKA WA 6028	1 WARATAH CRES ILUKA WA 6028	An exact match to the PAF record. Also refer to Primary Point matching rules.
1A WARATAH CRES ILUKA WA 6028	1A WARATAH CRES ILUKA WA 6028	The corresponding House Number Suffix is contained in the PAF.
1B WARATAH CRES ILUKA WA 6028	1 WARATAH CRES ILUKA WA 6028 <i>Returned address:</i> 1B WARATAH CRES ILUKA WA 6028	The corresponding House Number Suffix is not contained in the PAF refer to the Primary Point matching rules.
2A WARATAH CRES ILUKA WA 6028	2A WARATAH CRES ILUKA WA 6028	The corresponding House Number Suffix is contained in the PAF.
2B WARATAH CRES ILUKA WA 6028	2B WARATAH CRES ILUKA WA 6028	The corresponding House Number Suffix is contained in the PAF.
U 2/3 WARATAH CRES ILUKA WA 6028	3 WARATAH CRES ILUKA WA 6028 <i>Returned address:</i> U 2/3 WARATAH CRES ILUKA WA 6028	The House Number Suffix may not be added to match, a match is made to the Primary Point and the secondary information is to be retained.
U 3/3A WARATAH CRES ILUKA WA 6028	U 3/3A WARATAH CRES ILUKA WA 6028	An exact match is made to the PAF record.
8A WARATAH CRES ILUKA WA 6028	No Match	The corresponding House Number is not contained in the PAF.

4.6.5.12 AM Rule – Combination Lot & House (Street) Number

For AMAS address matching purposes where a customer/test record contains both a Lot Number and a House Number then a match is only permissible to the House Number.

Address Matching Example:

PAF RECORDS	
LOT 1 MUSIC ST NATONE TAS 7321	5 MUSIC ST NATONE TAS 7321

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
LOT 1 5 MUSIC ST NATONE TAS 7321	5 MUSIC ST NATONE TAS 7321	A match is permissible to the street number
LOT 1 105 MUSIC ST NATONE TAS 7321	No Match	A match cannot be made, as 105 MUSIC ST is not contained in the PAF.

4.6.5.13 AM Rule – Postal Delivery Types that require Numbers

Some Postal Delivery Types require an associated Postal Delivery Number. The following file identifies where associated Postal Delivery Numbers are either not allowed, mandatory, or optional. The resultant combinations are contained in the PAF. For AMAS address matching purposes GPO BOX and PO BOX are considered to be **interchangeable**.

NOT ALLOWED means

No associated Postal Delivery Numbers are contained in the PAF for this Postal Delivery Type, therefore a number may not be returned into the answer field of the customer/test record.

OPTIONAL means

Some associated Postal Delivery Numbers are contained in the PAF for this Postal Delivery Type, therefore a number may be returned into the answer field if it appears on the customer/test record.

MANDATORY means

Associated Postal Delivery Numbers are contained in the PAF in all cases for this Postal Delivery Type, therefore the associated number on the customer/test record must be returned into the relevant answer field.

POSTAL DELIVERY TYPE	AMAS ABBREVIATION	POSTAL DELIVERY NUMBER
CARE OF POST OFFICE	CARE PO	NOT ALLOWED
COMMUNITY MAIL AGENT	CMA	NOT ALLOWED
COMMUNITY MAIL BAG	CMB	OPTIONAL
GENERAL POST OFFICE BOX	GPO BOX	MANDATORY
LOCKED BAG	LOCKED BAG	MANDATORY
MAIL SERVICE	MS	MANDATORY
POST OFFICE BOX	PO BOX	MANDATORY
PRIVATE BAG	PRIVATE BAG	MANDATORY
ROADSIDE DELIVERY	RSD	MANDATORY
ROADSIDE MAIL BAG/BOX	RMB	MANDATORY
ROADSIDE MAIL SERVICE	RMS	MANDATORY
COMMUNITY POSTAL AGENT	CPA	NOT ALLOWED

Address Matching Example:

PAF RECORDS		
CARE PO KATHERINE NT 0850	PO BOX 1 KATHERINE NT 0851	GPO BOX 222 DARWIN NT 0801
CMB 77 DARWIN NT 0800	LOCKED BAG 215 DARWIN NT 0800	

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
CARE PO KATHERINE NT 0850	CARE PO KATHERINE NT 0850	An exact match is made to the PAF record. Also refer to Code File Matching (CFM) Rules.
PO BOX 1 KATHERINE NT 0851	PO BOX 1 KATHERINE NT 0851	An exact match is made to the PAF record.
GPO BOX 222 DARWIN NT 0801	GPO BOX 222 DARWIN NT 0801	An exact match is made to the PAF record.
CMB DARWIN NT 0800	No Match	The customer/test record does not contain the complete information that is contained in the PAF.
LOCKED BAG 415 DARWIN NT 0800	No Match	The customer/test record does not contain the correct information that is contained in the PAF.

4.6.5.14 AM Rule – GPO BOX and PO BOX Addresses

For AMAS address matching purposes if the customer/test record contains a Postal Delivery Type address of GPO BOX or PO BOX the following apply:

It is permissible to match only when the Postal Delivery Number and the Locality Name combination of the customer/test record are contained in the PAF.

- It is not permissible to change to a different Locality Name to match to a PAF record
- A correction in spelling of the Locality Name is permissible (please refer to the Misspelt Locality rule)
- GPO BOX and PO BOX are considered to be interchangeable
- If the Postal Delivery Type is changed from PO BOX to GPO BOX the Postcode must not also be changed
- It is permissible to use Unacceptable Synonyms, it is not permissible to use Valid Synonyms
- If the Locality is missing it may not be added to make a match
- The Locality Prefix or Locality Suffix of an Unacceptable Synonym may be expanded to match a customer/test record. Acceptable values are NTH = NORTH, STH = SOUTH, MT = MOUNT, ST = SAINT, PT = PORT.

Address Matching Example:

PAF RECORDS		
PO BOX 179 GAWLER SA 5118	PO BOX 179S GAWLER SOUTH SA 5118	PO BOX 126 SOUTHPORT BC QLD 4215
PO BOX 223 HEWETT SA 5118	GPO BOX 492 BRISBANE QLD 4001	PO BOX 492 BRISBANE MARKET QLD 4106

SYNONYM	TYPE	PARENT LOCALITY
DUFFIELD	V	GAWLER
GAWLER STH	U	GAWLER SOUTH
HEWETT NORTH	V	HEWETT
HEWETT NTH	U	HEWETT

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
PO BOX 179 GAWLER SA 5118	PO BOX 179 GAWLER SA 5118	A direct match of the Postal Delivery Number and Locality with the PAF.
PO BOX 223 GAWLER SA 5118	No Match	PO Box 223 does not exist within the Locality of GAWLER and it is not permissible to change the Locality.
PO BOX 179 DUFFIELD SA 5118	No Match	Although DUFFIELD is a valid Synonym of GAWLER, it is not permissible to use valid Synonyms with PO BOX addresses.
PO BOX 223 HEWETT SA 5119	PO BOX 223 HEWETT SA 5118	Only the Postcode is changed and the rest of the address matches exactly.
PO BOX 179 GAWLER SOUTH SA 5118	PO BOX 179S GAWLER SOUTH SA 5118	Postal Delivery Suffix is added. Refer to Missing PD Type Prefix/Suffix Rule.
PO BOX 223 HEWITT SA 5118	PO BOX 223 HEWETT SA 5118	Correction to the Locality Name spelling, refer to AM Rule- Misspelt Locality/Synonym.
PO BOX 126 SOUTHPORT QLD 4215	No Match	Customer/test record does not contain BC for Business Centre and SOUTHPORT is not a Synonym of SOUTHPORT BC.
GPO BOX 179 GAWLER SA 5118	PO BOX 179 GAWLER SA 5118	GPO BOX and PO BOX are interchangeable.
GPO BOX 179 GAWLER SA 5119	PO BOX 179 GAWLER SA 5118	GPO BOX and PO BOX are interchangeable and the Postcode is changed.
PO BOX 492 BRISBANE GPO QLD 4001	No Match	The Locality BRISBANE GPO does not exist and is not a Synonym of BRISBANE.
PO BOX 492 BRISBANE QLD 4000	No Match	If PO BOX is changed to GPO BOX the postcode may not be changed.
PO BOX 492 BRISBANE QLD 4001	GPO BOX 492 BRISBANE QLD 4001	PO BOX is interchangeable with GPO BOX the postcode may not be changed.
PO BOX 179S GAWLER STH SA 5118	PO BOX 179S GAWLER SOUTH SA 5118	GAWLER STH is an unacceptable Synonym, a match is permissible.
PO BOX 223 HEWETT NORTH SA 5118	PO BOX 223 HEWETT SA 5118	A match is permissible by expanding the Locality Suffix of the Unacceptable Synonym HEWETT NTH to match the Locality name of the customer/test record.
PO BOX 223 HEWITT NORTH SA 5118	PO BOX 223 HEWETT SA 5118	A match is permissible by correcting the spelling of the Synonym and expanding the Locality Suffix of the Unacceptable Synonym.
PO BOX 179 SA 5118	No Match	A Locality may not be added to obtain a match.

4.6.5.15 AM Rule – Combination Street & Postal Delivery Type Address

Customer/test records with a Street Address and Postal Delivery Type Address **and both** exist in the PAF:

For AMAS address matching purposes, when a customer/test record contains a Street Address and a Postal Delivery Type Address and both addresses exist in the PAF, then match to the Postal Delivery Type Address.

Customer/test records with a Street Address and Postal Delivery Type Address **and only** the Street Address exists in the PAF.

For AMAS address matching purposes, when a customer/test record contains a Street Address and a Postal Delivery Type Address and only the Street Address exists in the PAF, then match to the Street Address.

Address Matching Example:

PAF RECORDS		
22 FLOWER CT NORWOOD TAS 7250	PO BOX 13 NORWOOD TAS 7250	32 TULIP CRES NORWOOD TAS 7250

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
22 FLOWER CT PO BOX 13 NORWOOD TAS 7250	PO BOX 13 NORWOOD TAS 7250	Both the Postal Delivery and Street address exist though preference is given to matching to the Postal Delivery address.
32 TULIP CRES PO BOX 1049 NORWOOD TAS 7250	32 TULIP CRES NORWOOD TAS 7250	The Postal Delivery address does not exist therefore a match is made to the Street address.

4.6.5.16 AM Rule – Missing Postal Delivery Type Prefix or Suffix

For AMAS address matching purposes, when a customer/test record contains a Postal Delivery Type Address with no Postal Delivery Type Number Prefix or Postal Delivery Type Number Suffix, it is permissible to add a Prefix or Suffix when there is only one possible match to a PAF record.

Be aware when the customer/test record **contains** a Postal Delivery Type Number Prefix or a Postal Delivery Type Number Suffix and the corresponding Prefix or Suffix is not contained in the PAF, it is not permissible to remove the Prefix or Suffix to match to a PAF record.

Address Matching Example:

PAF RECORDS			
PO BOX 101A PROSPECT SA 5082	PO BOX 102A PROSPECT SA 5082	PO BOX 102B PROSPECT SA 5082	RMB A45 SEATON SA 5023
PO BOX 103 PROSPECT SA 5082	RMB A44 SEATON SA 5023	RMB B45 SEATON SA 5023	RMB 46 SEATON SA 5023

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
PO BOX 101 PROSPECT SA 5082	PO BOX 101A PROSPECT SA 5082	The only possible match is by adding the Postal Delivery Type Number Suffix.
PO BOX 102 PROSPECT SA 5082	No Match	Ambiguous, two possible matches by adding a Postal Delivery Type Number Suffix.
PO BOX 102C PROSPECT SA 5082	No Match	Address is not contained within the PAF.
PO BOX 103A PROSPECT SA 5082	No Match	A Postal Delivery Type Number Suffix may not be removed to match to a PAF record.
PO BOX 101 PROSPECT EAST SA 5082	No Match	It is not permissible to change the Locality Name for a PO BOX Type address. Refer to AM Rule- GPO BOX and PO BOX Addresses.
RMB 44 SEATON SA 5023	RMB A44 SEATON SA 5023	The only possible match is by adding the Postal Delivery Type Number Prefix.
RMB 45 SEATON SA 5023	No Match	Ambiguous, two possible matches by adding a Postal Delivery Type Number Prefix.
RMB C45 SEATON SA 5023	No Match	Address is not contained within the PAF.
RMB A46 SEATON SA 5023	No Match	A Postal Delivery Type Number Prefix may not be removed to match to a PAF record.

4.6.5.17 AM Rule – Incorrect Street Type

For AMAS address matching purposes, when the customer/test record contains a Street Name with a Street Type that is not contained within the PAF, it is permissible to change the Street Type to that of the PAF record only when the Street Name is unique within that Locality.

Address Matching Example:

PAF RECORDS		
5 CRAVEN ST WOODVIEW NSW 2470	22 BLUEBELL ST WOODVIEW NSW 2470	13 BLUEBELL LANE WOODVIEW NSW 2470

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
5 CRAVEN AVE WOODVIEW NSW 2470	5 CRAVEN ST WOODVIEW NSW 2470	The Street Name is unique within the Locality.
13 BLUEBELL RD WOODVIEW NSW 2470	No Match	Ambiguous, more than one possible match to the Street Name. Even though the Street Number is unique to only one Street a match is not permissible.
5 CRAVEN YORKLEA NSW 2470	No Match	If the Locality is incorrect no other change is permissible. Refer to AM Rule- Incorrect Locality. Even though the Street Number is unique to one Street a match is not permissible.

4.6.5.18 AM Rule - Missing Street Type

For AMAS address matching purposes, when the customer/test record is missing the Street Type, it is permissible to add the Street Type when the Street Name is unique within that Locality.

Address Matching Example:

PAF RECORDS		
5 CRAVEN ST WOODVIEW NSW 2470	22 BLUEBELL ST WOODVIEW NSW 2470	13 BLUEBELL LANE WOODVIEW NSW 2470
13 BLUEBELL ST YORKLEA NSW 2470		

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
5 CRAVEN WOODVIEW NSW 2470	5 CRAVEN ST WOODVIEW NSW 2470	Only one possible match as the Street Name is unique to the Locality.
13 BLUEBELL WOODVIEW NSW 2470	No Match	Ambiguous, more than one possible match to the Street Name. Even though the Street Number is unique to only one Street a match is not permissible.
22 BLUEBELL WOODVIEW NSW 2470	No Match	Ambiguous, more than one possible match to the Street Name. Even though the Street Number is unique to only one Street a match is not permissible.
22 WOODVIEW NSW 2470	No Match	Missing Street Name and Street Type

4.6.5.19 AM Rule - Two Street Types

For AMAS address matching purposes, when a customer/test record contains an additional Street Type it is permissible to match to a corresponding address record in the PAF when only one of the Street Types exist for that Street Name in that locality.

Address Matching Example:

PAF RECORDS		
7 PARADISE DR CONDAH VIC 3303	22 HEAVAN CT CONDAH VIC 3303	41 HEAVAN RD CONDAH VIC 3303

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
7 PARADISE ST DR CONDAH VIC 3303	7 PARADISE DR CONDAH VIC 3303	The Street Name is unique to the Locality therefore there is only one possible match.
22 HEAVAN CT RD CONDAH VIC 3303	No Match	The Street Name exists with both Street Types in the Locality therefore it is ambiguous. Even though the Street Number is unique to only one Street a match is not permissible.
41 HEAVAN RD ST CONDAH VIC 3303	41 HEAVAN RD CONDAH VIC 3303	Only one Street Name exists for the given Street Types in the customer/test record.

4.6.5.20 AM Rule - Misspelt Street Name

For AMAS address matching purposes, it is permissible to add, change or remove one character in the Street Name to create a unique match. In the application of this rule the following must apply:

- the first character must remain unaltered
- if one character is modified then the original sequence of characters must remain otherwise unaltered
- if the result of modifying the Street Name creates more than one possibility then a match is not permitted
- the Street Type, Street Suffix, Locality Name or Postcode may not be changed
- a correction in the spelling of the Locality Name is permissible (refer to the Misspelt Locality rule).

Other items applicable to this rule:

- converting multiple spaces to one space does not constitute a change
- adding or removing spaces either side of a special character does not constitute a change
- non-alphanumeric characters are interchangeable with special characters.

NOTE: A character is defined as any alphabetic (A-Z, a-z), numeric (0-9), space or special value {& ampersand, 'apostrophe, - dash, . full stop and / forward slash}.

Address Matching Example:

PAF RECORDS		
201 SEABOURNE ST CAIRNS QLD 4870	11 SANDPIPER ST CAIRNS QLD 4870	11A SANDPIPER ST CAIRNS QLD 4870
10 GLEN ROSS DR CAIRNS QLD 4870	4 ROSE ST CAIRNS QLD 4870	3 POT ST CAIRNS QLD 4870
3 PORT ST CAIRNS QLD 4870	13-15 SANDPIPER ST CAIRNS QLD 4870	7 ROACH AVE CAIRNS QLD 4870
594 CAIRNS-MANOORA RD CAIRNS QLD 4870		

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
201 SEEBOURNE ST CAIRNS QLD 4870	201 SEABOURNE ST CAIRNS QLD 4870	Third character only is changed.
201 SEABORN ST CAIRNS QLD 4870	No Match	Requires 2 characters to be added in order to match.
201 SEABORNE ST CAIRNS QLD 4870	201 SEABOURNE ST CAIRNS QLD 4870	Only one character is added.
11 SANPIPER RD CAIRNS QLD 4870	No Match	Requires one character to be added and a change in the Street Type to match.
11 SAMPIPOR ST CAIRNS QLD 4870	No Match	Requires three changes to match.
11 SANDPIPPER ST CAIRNS QLD 4870	11 SANDPIPER ST CAIRNS QLD 4870	Only one character is removed.
3 POTT ST CAIRNS QLD 4870	No Match	Ambiguous more than one possible match to two Street Names
4 ROSS ST MANOORA QLD 4870	No Match	Requires a change in the spelling of the street and a locality change
4 NOSE ST CAIRNS QLD 4870	No Match	Requires a change to the first character, which is not permissible.
11 SAND-PIPER ST CAIRNS QLD 4870	11 SANDPIPER ST CAIRNS QLD 4870	The dash symbol is removed to make a match.

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
11 SAND-PIPAR ST CAIRNS QLD 4870	No Match	Requires the dash symbol to be removed and a character to be changed.
10 GLENROSS DR CAIRNS QLD 4870	10 GLEN ROSS DR CAIRNS QLD 4870	A space is added to make a match (constitutes a change).
10 GLEN ROSS DR CAIRNS QLD 4870	10 GLEN ROSS DR CAIRNS QLD 4870	Multiple spaces converted to one character (not a change).
10 GLEN ROSS DR CAIRNS QLD 4871	10 GLEN ROSS DR CAIRNS QLD 4870	Multiple spaces converted to one space (not a change) and Postcode is changed.
10 GLENN ROSS DR CAIRNS QLD 4871	No Match	Requires a character to be removed and the Postcode to be changed.
11B SANDPIPR ST CAIRNS QLD 4870	11 SANDPIPER ST CAIRNS QLD 4870	Only one character is added and a match is made to the Primary Point.
13 SANDPIPAR ST CAIRNS QLD 4870	13-15 SANDPIPER ST CAIRNS QLD 4870	Only one character is changed and a match is made to the range address.
7 RANCH AVE CAIRNS QLD 4870	No Match	Requires one character to be changed and the original sequence of characters to be altered.
594 CARN - MANOORA RD CAIRNS QLD 4870	594 CAIRNS-MANOORA RD CAIRNS QLD 4870	A character is added and spaces are removed either side of the “-” dash.
594 CAIRNS - MANOORA RD MANOORA QLD 4870	594 CAIRNS-MANOORA RD CAIRNS QLD 4870	Spaces are removed either side of the “-” dash (not a change) and the Locality is changed.
594 CAIRNS - MANNOORA RD MANOORA QLD 4870	No Match	Requires a character to be removed and the Locality to be changed.
594 CAIRNS \ MANOORA RD CAIRNS QLD 4870	594 CAIRNS-MANOORA RD CAIRNS QLD 4870	The “\” is interchanged with “-” and the spaces are removed.
594 CARN/MANOORA RD CAIRNS QLD 4870	594 CAIRNS-MANOORA RD CAIRNS QLD 4870	The “\” is interchanged with “-” and a character is added.
7 ROACHE AVE CARN QLD 4870	7 ROACH AVE CAIRNS QLD 4870	A character is removed and the Locality spelling is corrected.
4 NOSE ST CAIRNS QLD 4870	No Match	Requires a change to the first character, which is not permissible.
201 HAMPTON ST CAIRNS QLD 4870	No Match	The Street Name does not exist.

4.6.5.21 AM Rule– Incorrect Street Type Suffix

The Street Type Suffix is a unique component of an address. It may be possible to match a customer/test record without adding, changing or deleting the Street Type Suffix by invoking other matching rules.

For AMAS address matching purposes, it is permissible to add, change or delete a Street Type Suffix in a customer/test record when there is only one possible match with all other address components within all Streets of the same name and Street Type within that PAF Locality. The Primary Point rule may **not** be used.

Refer to the TB Rule- Primary Point over Street Type Suffix.

Address Matching Example:

PAF RECORDS		
5 SMITH ST ADELAIDE SA 5000	U 1/5 SMITH ST ADELAIDE SA 5000	5 SMITH ST E ADELAIDE SA 5000
9 SMITH ST E ADELAIDE SA 5000	5-9 SMITH ST W ADELAIDE SA 5000	23 CAROL ST E RICHMOND SA 5033
21-25 CAROL ST RICHMOND SA 5033	U 1/28 BROWN AVE S RICHMOND SA 5033	11 ALFRED CRES EXETER SA 5019

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
5-7 SMITH ST E ADELAIDE SA 5000	5 SMITH ST E ADELAIDE SA 5000	Ranged address is matched to a single number and the Street Type Suffix is unchanged. Refer to AM Rule-PAF Single Street Numbers.
5-9 SMITH ST E ADELAIDE SA 5000	No Match	Ambiguous, more than one possible match. Refer to AM Rule- PAF Single Street Numbers.

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
5 SMITH ST W ADELAIDE SA 5000	5-9 SMITH ST W ADELAIDE SA 5000	Street Type Suffix is unchanged and there is only possible match in Street. Refer to AM Rule- PAF Ranged Street Numbers.
1/5 SMITH ST E ADELAIDE SA 5000	5 SMITH ST E ADELAIDE SA 5000	A match is made using PPM Rule 1 and the Street Type Suffix is unchanged. Also refer to TB Rule-Primary Point over Street Type Suffix.
3-7 SMITH ST W ADELAIDE SA 5000	No Match	No match within the Street or by changing the Street Type Suffix. Refer to AM Rule-PAF Single Street Numbers and AM Rule-PAF Ranges Street Numbers.
9 SMITH ST ADELAIDE SA 5000	No Match	Ambiguous, no exact match within the Street and more than one possibility by adding the Street Type Suffix.
23 CAROL ST RICHMOND SA 5033	23 CAROL ST E RICHMOND SA 5033	An exact match cannot be made within the Street though can be by changing the Street Type Suffix.
11 ALFRED CRES N EXETER SA 5019	11 ALFRED CRES EXETER SA 5019	There is no ALFRED CRES N therefore a match can be made by deleting the Street Type Suffix.
U 1/28 BROWN AVE E RICHMOND SA 5033	U 1/28 BROWN AVE S RICHMOND SA 5033	An exact match is made by changing the Street Type Suffix.

4.6.5.22 AM Rule - Misspelt Locality/Synonym

For AMAS address matching purposes, it is permissible to add, change or remove one character or transpose two characters in the Locality to create a unique match. In the application of this rule the following must apply:

- the first character must remain unaltered
- if one character is modified then the original sequence of characters must remain otherwise unaltered
- if two letters are transposed the rest of the Locality/Synonym must remain unaltered
- if the result of modifying the Locality/Synonym creates more than one possibility, a match is not permitted
- no changes are permissible to the Postcode
- the State may be added though not changed

Other items applicable to this rule:

- converting multiple spaces to one space does not constitute a change
- adding or removing spaces either side of a special character does not constitute a change
- non-alphanumeric characters are interchangeable with special characters.

NOTE: A character is defined as any alphabetic (A-Z, a-z), numeric (0-9), space or special value { ' apostrophe, - dash, . full stop and () brackets }.

Address Matching Example:

PAF RECORDS		
23 HOGAN AVE BOORT VIC 3537	38 SMEATON CL BARRAPORT VIC 3537	4 SPRING CT CATUMNAL VIC 3537
120 KINGFISHER RD MINMINDIE VIC 3537	7 NEWRY GR KIPPA-RING QLD 4021	79 FRANKLIN ST REDCLIFFE NORTH QLD 4020
PO BOX 237 REDCLIFFE QLD 4020	PO BOX 46 BOORT VIC 3537	

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
23 HOGAN AVE BOORTH VIC 3537	23 HOGAN AVE BOORT VIC 3537	One character is removed.
23 HOGAN AVE BOOT VIC 3537	23 HOGAN AVE BOORT VIC 3537	One character is added.
23 HOGAN AVE BOURT VIC 3537	23 HOGAN AVE BOORT VIC 3537	One character is changed.
23 HOGAN AVE BOURTH VIC 3537	23 HOGAN AVE BOORT VIC 3537	The changes are not permissible using the Misspelt Locality rule though a match is permissible using AM Rule-Incorrect Locality.
23 HOGEN AVE BOURTH VIC 3537	No Match	Requires one character to be removed and one character to be changed in the Locality and a character change in the Street Name.

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
23 HOGAN AVE BOROT VIC 3537	23 HOGAN AVE BOORT VIC 3537	Two characters are transposed.
PO BOX 237 REDCLIFT QLD 4020	No Match	Requires one character to be added and one character to be changed.
PO BOX 237 REDCLIFF QLD 4020	PO BOX 237 REDCLIFFE QLD 4020	One character is added.
23 HOGAN AVE POORT VIC 3537	23 HOGAN AVE BOORT VIC 3537	A match is permissible using AM Rule- Incorrect Locality.
PO BOX 46 POORT VIC 3537	No Match	Requires the first character to be changed.
4 SPRING ST COTUNMAL VIC 3537	No Match	Requires a character to be changed and two characters to be transposed in the Locality and the Street Type to be changed.
4 SPRING CT COTUNMAL VIC 3537	4 SPRING CT CATUNMAL VIC 3537	A match is permissible using AM Rule- Incorrect Locality.
120 KINGFISHER RD MINMINDI VIC 3357	No Match	Requires a character to be added and the postcode to be changed.
23 HOGAN AVE BORET VIC 3537	No Match	Requires one character to be changed and the original sequence of characters to be altered in the Locality Name. It also requires a change to the Street Name.
23 HOGAN AVE BORT VIC 3538	No Match	Requires a character to be added and the postcode to be changed.
79 FRANKLIN ST REDCLIFFE NORTH QLD 4020	79 FRANKLIN ST REDCLIFFE NORTH QLD 4020	Converting multiple spaces to a single space does not constitute a change.
79 FRANKLIN RD REDCLIFFE NORTH QLD 4020	79 FRANKLIN ST REDCLIFFE NORTH QLD 4020	Converting multiple spaces to a single space does not constitute a change. The Street Type may be changed using Incorrect Street Type rule.
79 FRANKLIN ST REDCLIFF NORTH QLD 4020	79 FRANKLIN ST REDCLIFFE NORTH QLD 4020	Converting multiple spaces to a single space (not a change) and a character is added.
79 FRANKLIN ST REDCLIFFNORTH QLD 4021	No Match	Requires a character and a space to be added and the Postcode to be changed.
79 FRANKLIN ST REDCLIFF-NORTH QLD 4020	79 FRANKLIN ST REDCLIFFE NORTH QLD 4020	A character is added and the “-” dash is interchanged with a space.
79 FRANKLIN ST REDCLIFF NORTH 4020	79 FRANKLIN ST REDCLIFFE NORTH QLD 4020	The Locality is corrected by adding a character and the State may be added.
79 FRANKLIN ST REDCLIFF NORTH NSW 4020	No Match	It is not permissible to correct the spelling of the Locality and change the State.

4.6.5.23 AM Rule - Missing Locality

For AMAS address matching purposes, where the Locality Name is the only address component missing from the customer/test record, it is permissible to match to a PAF record when:

- no other address components of the customer/test record are changed
- an exact match is made to all other components of the PAF address
- all other components of the customer/test record exist uniquely in only one of all the PAF Localities with the same Postcode.

Address Matching Example:

PAF RECORDS		
LOT 1 SMITH ST CASHMERE QLD 4500	22 SMITH ST CASHMERE QLD 4500	LOT 5 COUNTRY RD CASHMERE QLD 4500
LOT 5 COUNTRY RD CLEAR MOUNTAIN QLD 4500	44 COUNTRY RD CASHMERE QLD 4500	44 COUNTRY RD CLEAR MOUNTAIN QLD 4500
47 COUNTRY RD CLEAR MOUNTAIN QLD 4500		

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
LOT 1 SMITH ST QLD 4500	LOT 1 SMITH ST CASHMERE QLD 4500	Only one possible match with the Allotment Number and Street Name in the Postcode.

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
22 SMITH ST QLD 4500	22 SMITH ST CASHMERE QLD 4500	Only one possible match with the Street Number and Name in the Postcode.
LOT 5 COUNTRY RD QLD 4500	No Match	Ambiguous, more than one possible match to the Allotment Number and Street Name in the Postcode.
44 COUNTRY RD QLD 4500	No Match	Ambiguous, more than one possible match to the Street Number and Name in the Postcode
47 COUNTRY RD QLD 4500	47 COUNTRY RD CLEAR MOUNTAIN QLD 4500	The Street Number exists uniquely in only one Locality with the given Street Name and Postcode.
1/47 COUNTRY RD QLD 4500	No Match	If the Locality is added an exact match must be made to all other address components.
47-49 COUNTRY RD QLD 4500	No Match	If the Locality is added no changes are permissible to other address components.

4.6.5.24 AM Rule - Incorrect Locality

For AMAS address matching purposes, where the Locality Name is the only incorrect address component from the customer/test record, it is permissible to match to a PAF record when:

- no other address components of the customer/test record are changed
- an exact match is made to all other components of the PAF address
- all other components of the customer/test record exist uniquely in only one of all the PAF Localities with the same Postcode.

Refer to the Synonym File Matching (SFM) Rules in the Data Guide, and the Tie Breaking(TB) Rules; TB Rule- Locality over Postcode and TB Rule- Locality Synonym over Postcode in this document.

Address Matching Example:

PAF RECORDS		
45 TOOHEYS RD HOLLAND PARK QLD 4121	3 PRINCE RD HOLLAND PARK QLD 4121	3 PRINCE RD WELLERS HILL QLD 4121
U 1 12 CROWN CRES HOLLAND PARK QLD 4121	13 PRINCE RD WELLERS HILL QLD 4121	

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
45 TOOHEYS RD TOOHEYS FOREST QLD 4121	45 TOOHEYS RD HOLLAND PARK QLD 4121	Only one possible match within the postcode.
3 PRINCE RD TOOHEYS FOREST QLD 4121	No Match	Ambiguous, more than one possible match by changing the Locality.
45 TOOHEYS RD TOOHEYS FOREST QLD 4121	No Match	Requires a change to the Street Name and the Locality. Refer to the AM Rule-Misspelt Street Name.
45-49 TOOHEYS RD WELLERS HILL QLD 4121	No Match	If the Locality is changed no changes are permissible to other address components.
13 PRINCE RD HOLLAND PARK QLD 4121	13 PRINCE RD WELLERS HILL QLD 4121	The Street Number exists uniquely in only one Locality with the given Street Name and Postcode.
APT 1/12 CROWN CRES TOOHEYS FOREST QLD 4121	U 1 12 CROWN CRES HOLLAND PARK QLD 4121	The Locality is changed and the Unit Type is converted to that contained in the PAF. Refer to the AM Rule-Flat Unit Types.

4.6.5.25 AM Rule - Multiple Localities

For AMAS address matching purposes, where two Localities are present within the customer/test record, it is permissible to match to an address in the PAF using either Locality when:

- no other address components of the customer/test record are changed
- an exact match is made to all other components of the PAF address
- all other components of the customer/test record exist uniquely in only one of all the PAF Localities with the same Postcode.

Refer to the Synonym File Matching (SFM) Rules in the Australia Post Data Guide, and the Tie Breaking (TB) Rules in this document.

Address Matching Example:

PAF RECORDS		
LOT 1 PLUMS RD UKI NSW 2484	10 PLUMS RD UKI NSW 2484	15 PLUMS RD UKI NSW 2484
15 PLUMS RD MURWILLUMBAH NSW 2484		

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
LOT 1 PLUMS RD UKI /MURWILLUMBAH NSW 2484	LOT 1 PLUMS RD UKI NSW 2484	LOT 1 PLUMS RD exists uniquely within the Postcode.
10 PLUMS RD UKI MURWILLUMBAH NSW 2484	10 PLUMS RD UKI NSW 2484	10 PLUMS RD exists uniquely within only one Locality in the given Street Name and Postcode.
15 PLUMS RD UKI MURWILLUMBAH NSW 2484	No Match	Ambiguous, 15 PLUMS RD exists in both Localities of the customer/test record.
15 PLUMS RD UKI MURWILLUMBAH NSW 2484	No Match	Ambiguous, 15 PLUMS RD exists in both Localities of the customer/test record.
L 1 10 PLUMS RD MURWILLUMBAH/UKI NSW 2484	No Match	If a Locality is removed then an exact match must be made with all other address components.

4.6.5.26 AM Rule - VIA Locality

For AMAS address matching purposes, when the customer/test record contains two Localities separated by the word "VIA", it is permissible to match an address using the Locality Name preceding the word "VIA" when:

- no other address components of the customer/test record are changed
- an exact match is made to all other components of the PAF address
- all other components of the customer/test record exist uniquely in only one of all the PAF Localities with the same Postcode.

Refer to the Synonym File Matching (SFM) Rules in the Australia Post Data Guide, and the Tie Breaking (TB) Rules in this document.

Address Matching Example:

PAF RECORDS		
LOT 1 PLUMS RD UKI NSW 2484	10 PLUMS RD UKI NSW 2484	15 PLUMS RD UKI NSW 2484
15 PLUMS RD MURWILLUMBAH NSW 2484		

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
LOT 1 PLUMS RD UKI VIA MURWILLUMBAH NSW 2484	LOT 1 PLUMS RD UKI NSW 2484	The Allotment Number exists in the first Locality Name and uniquely within the Postcode.
10 PLUMS RD UKI VIA MURWILLUMBAH NSW 2484	10 PLUMS RD UKI NSW 2484	The Street Number exists in the first Locality Name and uniquely within the Postcode.
15 PLUMS RD UKI VIA MURWILLUMBAH NSW 2484	No Match	15 PLUMS RD exists in the first Locality Name though is not unique to the Postcode.
10 PLUMS RD MURWILLUMBAH VIA UKI NSW 2484	10 PLUMS RD UKI NSW 2484	The Street Number exists uniquely within the Postcode. All Localities in the Last Line may be treated as incorrect. Refer to AM Rule- Incorrect Locality.
SITE 28 LOT 1 PLUMS RD UKI VIA MURWILLUMBAH NSW 2484	No Match	Address not contained in the PAF. Refer to PPM Rule 4.
10 PLUMS ROD UKI VIA MURWILLUMBAH NSW 2484	10 PLUMS RD UKI NSW 2484	The Street Number exists in the first Locality Name and uniquely within the Postcode. The Street Type is converted to the Standard Abbreviation. Refer to AM Rule- Change to an Address.

4.6.5.27 AM Rule - Incorrect State

For AMAS address matching purposes, where the Locality and the Postcode of the customer/test record can be matched to an address record in the PAF, except for the State, then correct the State and match to the corresponding PAF record.

Address Matching Example:

PAF RECORDS		
17 ANNE ST ESPERANCE WA 6450	6 JANE AVE RICHMOND VIC 3121	6 JANE AVE RICHMOND NSW 2753
21 JANE AVE RICHMOND NSW 2753		

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
17 ANNE ST ESPERANCE TAS 6450	17 ANNE ST ESPERANCE WA 6450	The State is corrected and there is only one possible match.
6 JANE AVE RICHMOND NSW 3121	No Match	There are two possible matches by changing the State or the Postcode.
21 JANE AVE RICHMOND VIC 2753	21 JANE AVE RICHMOND NSW 2753	There is only one possible match by changing the State.

4.6.5.28 AM Rule - Missing State

For AMAS address matching purposes, when the customer/test record is missing the State though the Locality and Postcode can be matched to an address record in the PAF then add the State and match to the corresponding PAF record.

Address Matching Example:

PAF RECORD
9 GARDEN CT BALLARAT VIC 3350

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
9 GARDEN CT BALLARAT 3350	9 GARDEN CT BALLARAT VIC 3350	The address is matched using the Locality and Postcode of the customer/test record.
9 GARDEN CT ALFREDTON 3350	No Match	The address cannot be matched using the Locality and Postcode of the customer/test record. Refer to AM Rule-Last Line (Locality-State-Postcode).
VLLA 3 9 GARDEN CT BALLARAT 3350	9 GARDEN CT BALLARAT VIC 3350 Returned address: VLLA 3 9 GARDEN CT BALLARAT VIC 3350	The address is matched using the Locality and Postcode of the customer/test record. A match is made to the Primary Point as the secondary information is not contained in the PAF. Refer to PPM Rule 1.

4.6.5.29 AM Rule - Incorrect Postcode

For AMAS address matching purposes, where the Postcode is the only incorrect address component from the customer/test record, it is permissible to match to a PAF record when:

- no other address components of the customer/test record are changed
- an exact match is made to all other components of the PAF address
- all other components of the customer/test record exist uniquely in only one of all the Postcodes with the same Locality Name.

Refer to the Synonym File Matching (SFM) Rules in the Data Guide, and the Tie Breaking (TB) Rules in this document.

Address Matching Example:

PAF RECORDS		
23 CEDAR LANE CEDAR POCKET QLD 4570	7 BROWNS RD CEDAR CREEK QLD 4520	7 BROWNS RD CEDAR CREEK QLD 4207
38 BROWNS RD CEDAR CREEK QLD 4520		

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
23 CEDAR LANE CEDAR POCKET QLD 4750	23 CEDAR LANE CEDAR POCKET QLD 4570	There is only one possible match by changing the Postcode.
7 BROWNS RD	No Match	Ambiguous, two possible matches by changing the Postcode.

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
CEDAR CREEK QLD 4252		
38 BROWNS RD CEDAR CREEK QLD 4620	38 BROWNS RD CEDAR CREEK QLD 4520	The Street Number exists uniquely in only one Postcode with the given Street and Locality Names.

4.6.5.30 AM Rule - Missing Postcode

For AMAS address matching purposes, where the Postcode is the only missing address component from the customer/test record, it is permissible to match to a PAF record when:

- no other address components of the customer/test record are changed
- an exact match is made to all other components of the PAF address
- all other components of the customer/test record exist uniquely in only one of all the Postcodes with the same Locality Name.

Refer to the Synonym File Matching (SFM) Rules in the Data Guide, and the Tie Breaking (TB) Rules in this document.

Address Matching Example:

PAF RECORDS		
23 CEDAR LANE CEDAR POCKET QLD 4570	7 BROWNS RD CEDAR CREEK QLD 4520	7 BROWNS RD CEDAR CREEK QLD 4207

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
23 CEDAR LANE CEDAR POCKET QLD	23 CEDAR LANE CEDAR POCKET QLD 4570	The Postcode is added and there is only one possible match.
7 BROWNS RD CEDAR CREEK QLD	No Match	There are two possible matches by adding a Postcode therefore a match is not permissible.

4.6.5.31 AM Rule – Last Line (Locality – State – Postcode)

For AMAS address matching purposes, it is permissible to make only one change in the last line by adding or correcting either the Locality, State or Postcode of a customer/test record address.

Address Matching Example:

PAF RECORDS		
29 FOWLER RD BRIGHTON TAS 7030	29 FOWLER RD BRIGHTON SA 5048	10 LONG ST PEARCEDALE VIC 3912

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
1/29 FOWLER RD BRIGHTON 7030	29 FOWLER RD BRIGHTON TAS 7030	The Locality and Postcode match and the State is the only change to the Last Line. Also refer to PPM Rule 1.
29 FOWLER RD BRIGHTON TAS	29 FOWLER RD BRIGHTON TAS 7030	Only the Postcode is missing and the rest of the address matches exactly to the PAF record.
29 FOWLER RD TAS 7030	29 FOWLER RD BRIGHTON TAS 7030	Only the Locality is missing and the rest of the address matches exactly to the PAF record.
29-31 FOWLER RD BRIGHTON TAS	No Match	Requires the Postcode to be added and a change to the Street Number.
29 FOWLER RD BRIGHTON NSW	No Match	Ambiguous requires the State to be changed and the Postcode to be added.
10 LONG ST PEARCEDALE	No Match	Requires both the State and Postcode to be added.
10 LONG ST PEARCEDALE 3977	No Match	Requires the State to be added and the Postcode to be changed.
10 LONG ST LYNDHURST VIC 3974	No Match	Requires the Locality and the Postcode to be changed.

4.6.6 Tie Breaking (TB) Rules

The Tie Breaking rules are provided to show when one Address Matching Rule should be given preference of another. They should be used to assist in making decisions when matching a customer/test record to the PAF.

4.6.6.1 TB Rule – Locality over Postcode

For AMAS address matching purposes, preference should be given to the Locality on the customer/test record over the Postcode. Therefore preference is given to change the Postcode to make a match to the PAF record before changing the Locality.

Please also refer to the other Address Matching rules to see what other changes are permissible within the remainder of the address.

Address Matching Example:

PAF RECORDS	
21 APPLE CT GLEN WAVERLEY VIC 3150	14 PEACH GR GLENWAVERLEY VIC 3150

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
21 APPLE CT GLEN WAVERLEY VIC 3151	21 APPLE CT GLEN WAVERLEY VIC 3150	A match is first attempted and attained by looking within the Locality of the customer/test record.
14 PEACH GR MELBOURNE VIC 3150	14 PEACH GR GLEN WAVERLEY VIC 3150	A match cannot be made using the Locality of the customer/test record therefore a match is made using the Postcode.
14 PEACH GR GLEN WAVERLEY VIEW VIC 3150	14 PEACH GR GLEN WAVERLEY VIC 3150	A match cannot be made using the Locality of the customer/test record therefore a match is made using the Postcode.

4.6.6.2 TB Rule – Locality Synonym over Postcode

For AMAS address matching purposes, preference should be given to the Synonym Name on the customer/test record over the Postcode. Therefore preference is given to change the Postcode to make a match to the PAF record before changing the Locality attached to the Synonym Name.

Refer to the Synonym File Matching (SFM) Rules in the Data Guide.

Address Matching Example:

PAF RECORDS	
7 JOHN ST BRUNSWICK VIC 3056	50 LONG RD SOUTH MELBOURNE VIC 3205

SYNONYM	TYPE	PARENT LOCALITY
BRUNSWICK LOWER	V	BRUNSWICK
MORELAND WEST	V	MORELAND
STH MELB	U	SOUTH MELBOURNE

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
7 JOHN ST BRUNSWICK LOWER VIC 3057	7 JOHN ST BRUNSWICK VIC 3056	A match is first attempted and attained by looking within the Locality attached to the Synonym Name in the customer/test record.
50 LONG RD STH MELB VIC 3006	50 LONG RD SOUTH MELBOURNE VIC 3205	A match is first attempted and attained by looking within the Locality attached to the Synonym Name in the customer/test record.
7 JOHN ST MORELAND WEST VIC 3056	7 JOHN ST BRUNSWICK VIC 3056	A match is first attempted by looking in the Locality attached to the Synonym Name though is not found. A match is then attempted and attained by looking in the Postcode of the customer/test record.

4.6.6.3 TB Rule – Primary Point vs Locality

For AMAS address matching purposes, preference should be given to making an exact match to all other address components by changing the Locality of the customer/test record before matching to the Primary Point in the Locality of the customer/test record.

Refer to Matching to Primary Points for more information.

Address Matching Example:

PAF RECORDS	
14 WILSON DR WERRIBEE VIC 3030	14 WILSON DR POINT COOK VIC 3030
U 1/14 WILSON DR POINT COOK VIC 3030	U 2/14 WILSON DR POINT COOK VIC 3030

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
U 1/14 WILSON DR WERRIBEE VIC 3030	U 1/14 WILSON DR POINT COOK VIC 3030	An exact match is not made in the Locality of the customer/test record though an exact match can be made by changing the Locality Name only.
14 WILSON DR POINT COOK VIC 3030	14 WILSON DR POINT COOK VIC 3030	A match is made to the Primary Point. Refer to Primary Point Matching (PPM) Rules for more details.
UNIT 7 14 WILSON DR WERRIBEE VIC 3030	14 WILSON DR WERRIBEE VIC 3030	An exact match is not made within or by changing the Locality of the customer/test record therefore is made to the Primary Point.

4.6.6.4 TB Rule – Primary Point over Street Type Suffix

For AMAS address matching purposes, preference should be given to matching to the Primary Point in the PAF over changing the Street Type Suffix on the customer/test record.

Address Matching Example:

PAF RECORDS	
35 MAIN ST ORMISTON QLD 4160	U 1/35 MAIN ST ORMISTON QLD 4160
35 MAIN ST N ORMISTON QLD 4160	U 2/35 MAIN ST N ORMISTON QLD 4160

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
1/35 MAIN ST N ORMISTON QLD 4160	35 MAIN ST N ORMISTON QLD 4160	It is preferable to match to the Primary Point than to remove the Street Type Suffix. Refer to PPM Rule 1.
U 1/35 MAIN ST S ORMISTON QLD 4160	U 1/35 MAIN ST ORMISTON QLD 4160	MAIN ST S does not exist and an exact match is made by removing the Street Type Suffix.
2/35 MAIN ST ORMISTON QLD 4160	35 MAIN ST ORMISTON QLD 4160	It is preferable to match to the Primary Point than to add the Street Type Suffix. Refer to Primary Point Matching (PPM) Rules.

4.6.6.5 TB Rule – Street Name versus Locality

For AMAS address matching purposes, this rule is invoked when it is required to change the spelling of a Street Name or to change the Locality, regardless of the secondary information. If there is more than one possibility available by changing the spelling of the Street Name or by changing the Locality then a match is not permissible.

If a Street Number appears uniquely in only one street, it must still be treated as a no match, to cater for addresses not contained in the PAF. Note that this **does not affect** Bordering Locality matching. Please refer to the Address Matching Hierarchy and Bordering Locality Matching Rules.

Address Matching Example:

PAF RECORDS		
4 ROSS ST YELLINGBO VIC 3139	4 ROSE ST WOORI YALLOCK VIC 3139	6 ROSS ST YELLINGBO VIC 3139

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
4 ROSE ST YELLINGBO VIC 3139	No Match	Ambiguous, there is one possibility of matching by changing the Street Name and one possibility of matching by changing the Locality.
4 ROSS ST SEVILLE VIC 3139	4 ROSS ST YELLINGBO VIC 3139	Only the locality is changed and the rest of the record matches uniquely.

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
6 ROSE ST YELLINGBO VIC 3139	No Match	Ambiguous, there is one possibility of matching by changing the Street Name and one possibility of matching by changing the Locality.
6 ROSS ST WOORI YALLOCK VIC 3139	No Match	Ambiguous, there is one possibility of matching by changing the Street Name and one possibility of matching by changing the Locality.
1/6 ROSS ST SEVILLE VIC 3139	No Match	If the Locality is changed, all other components of the customer/test record must exist in the new Locality.

4.6.6.6 TB Rule – Street Type versus Locality

For AMAS address matching purposes, this rule is invoked when it is required to change the Street Type or to change the Locality. If there is more than one possibility available by changing Street Type or by changing the Locality then a match is not permissible.

If a Street Number appears uniquely in only one street, it must still be treated as a no match, to cater for addresses not contained in the PAF. Refer to the Address Matching Hierarchy and other Matching Rules.

Address Matching Example:

PAF RECORDS	
7 BAYVIEW RD BEAUMARIS VIC 3193	7 BAYVIEW CRES BLACK ROCK VIC 3193

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
7 BAYVIEW RD BLACK ROCK VIC 3193	No Match	Ambiguous, there is one possibility of matching by changing the Street Type and one possibility of matching by changing the Locality.
7 BAYVIEW AVE BLACK ROCK VIC 3193	7 BAYVIEW CRES BLACK ROCK VIC 3193	Only the Street Type is changed and the rest of the record matches uniquely.

4.6.7 Matching to Primary Points

Within the PAF, certain individual address records are known as Primary Points. Primary Points are classified as individual street address records that contain no secondary information although they may have associated address records that contain secondary information. These Primary Point street addresses are flagged with an indicator in the Primary Point Indicator field of the PAF Point file. Further, Primary Points are flagged as either a Real Primary Point with a value of “R” or as a Phantom Primary Point with a value of “P”.

For all other address records, the Primary Point Indicator field is left blank. Please refer to the Data Guide.

4.6.7.1 Definition of a Primary Point

The AMAS Program defines a primary point street address as an individual address record that does not contain any secondary information. Refer to the Definition of Secondary Information.

A primary point street address has:

- a House (street) Number eg. 23 or
- a House (Street) number range eg. 23 – 25
- an approved street name eg. SMITH
- an approved street type eg. ST (optional)
- an approved street suffix eg. W (optional)
- an approved locality/suburb eg. MELBOURNE
- a State eg. VIC
- a Postcode eg. 3000
- a Primary Point Indicator eg. R

4.6.7.2 Definition of a Real Primary Point

The AMAS Program defines a Real Primary Point as an existing physical delivery address without secondary information although it **may** have associated secondary address records. For example a standard address of 1 SMITH ST. A Real Primary Point may also be an address that receives mail for special purposes. For example a Body Corporate letter box at a group of Units or a mailroom in a multi-level building. Real Primary Points are considered address records in their own right.

4.6.7.3 Definition of a Phantom Primary Point

The AMAS Program defines a Phantom Primary Point as a delivery point that does not physically exist or will not legitimately have mail sent to the primary point address. These address records are provided to assist in the address matching process. Phantom Primary Points **will** have associated secondary address records. Phantom Primary Points are **not** considered address records in their own right.

4.6.7.5 Definition of Secondary Information

The AMAS Program defines secondary information in an address record as any of the following:

- Flat Unit type e.g. UNIT
- Flat Unit number e.g. 1
- Floor level type e.g. FLOOR
- Floor level number e.g. 5
- House (street) number 1 suffix e.g. A
- House (street) number 2 suffix e.g. A

4.6.7.6 Returning/retaining Secondary Information

Returning Secondary Information in the ATF/RAATF

For the purposes of testing AMAS software, when matching to a Primary Point, the secondary information contained in the test record must be returned into the respective fields of the ATF/RAATF. Therefore you will be scored on the address format for all address fields including the secondary address fields.

Retaining Secondary Information in a Customer Database

If a match is made to a REAL Primary Point, it is not mandatory, though strongly preferred, for the additional/secondary information contained in a customer record to be returned into the respective fields of a customer database.

If a match is made to a PHANTOM Primary Point the secondary information must be retained. This information is important so that it may appear on a mail piece to effect delivery of the mail item. Refer to PPM Rule 2 for more details. It is strongly preferred that this information is returned into the respective fields of a customer database though may be returned into a separate field so it can be used to print on a mail piece.

4.6.7.7 Primary Point Matching (PPM) Rules

PPM Rule 1

For AMAS address matching purposes when the customer/test record contains secondary information and the corresponding secondary information cannot be located within an address record in the PAF, the customer/test record may be matched to the corresponding PAF Primary Point street address record. Please also refer to AM Rule – Flat Unit Types for more details of changes allowed when matching to Flat Unit numbers.

NOTE: The secondary information contained in the customer/test record must be returned in the output. Note that when a match has been made using the above rule, the address format **will** be scored for all address fields including the secondary address fields.

Therefore, when answering the Approval Test File (ATF) and Rapid Approval Test File (RAATF), secondary information (refer to the Definition of Secondary Information) must be returned into the respective answer fields, as this will form part of the AMAS scoring process.

It is recommended that the software generates an output that indicates where a primary point match has been made.

Address Matching Example:

PAF RECORDS	PRIMARY POINT	PAF RECORDS	PRIMARY POINT
1 SMITH ST MELBOURNE VIC 3000	R	3 SMITH ST MELBOURNE VIC 3000	P
2 SMITH ST MELBOURNE VIC 3000	R	3A SMITH ST MELBOURNE VIC 3000	
U 1 2 SMITH ST MELBOURNE VIC 3000		3B SMITH ST MELBOURNE VIC 3000	
U 2 2 SMITH ST MELBOURNE VIC 3000		7 SMITH ST MELBOURNE VIC 3000	P
U 3 2 SMITH ST MELBOURNE VIC 3000		SHOP 1/7 SMITH ST MELBOURNE VIC 3000	
U 4 2 SMITH ST MELBOURNE VIC 3000		SHOP 2/7 SMITH ST MELBOURNE VIC 3000	
SE 1 L1 7 SMITH ST MELBOURNE VIC 3000		SHOP 3/7 SMITH ST MELBOURNE VIC 3000	

CUSTOMER/TEST RECORD	MATCH/NO MATCH	EXPLANATION
OFF 3 1 SMITH ST MELBOURNE VIC 3000	1 SMITH ST MELBOURNE VIC 3000	Corresponding secondary information not contained in the PAF.
FL 5 1 SMITH ST MELBOURNE VIC 3000	1 SMITH ST MELBOURNE VIC 3000	Corresponding secondary information not contained in the PAF.
SHOP 1 2 SMITH ST MELBOURNE VIC 3000	U 1 2 SMITH ST MELBOURNE VIC 3000	Match on Unit Type is not available though the Unit Number is unique so the Unit Type may be changed to match. Refer to AM Rule – Flat Unit Types.
3C SMITH ST MELBOURNE VIC 3000	3 SMITH ST MELBOURNE VIC 3000	Corresponding secondary information not contained in the PAF.
SHOP 5/7 SMITH ST MELBOURNE VIC 3000	7 SMITH ST MELBOURNE VIC 3000	Corresponding secondary information not contained in the PAF.
SE 1 7 SMITH ST MELBOURNE VIC 3000	SHOP 1 7 SMITH ST MELBOURNE VIC 3000	Match on Unit Type is not available though the Unit Number is unique so the Unit Type may be changed to match

PPM Rule 2

For AMAS address matching purposes when the customer/test record does not contain secondary information and the associated Primary Point is flagged as a Phantom then a match is not permissible. Refer to Retaining Secondary Information in a Customer Database for more detail.

Address Matching Example:

PAF RECORDS	PRIMARY POINT	PAF RECORDS	PRIMARY POINT
1 SMITH ST MELBOURNE VIC 3000	R	7 SMITH ST MELBOURNE VIC 3000	P
3 SMITH ST MELBOURNE VIC 3000	P	SHOP 1/7 SMITH ST MELBOURNE VIC 3000	
3A SMITH ST MELBOURNE VIC 3000		SHOP 2/7 SMITH ST MELBOURNE VIC 3000	
3B SMITH ST MELBOURNE VIC 3000		SHOP 3/7 SMITH ST MELBOURNE VIC 3000	

CUSTOMER/TEST RECORD	MATCH/NO MATCH	EXPLANATION
1 SMITH ST MELBOURNE VIC 3000	1 SMITH ST MELBOURNE VIC 3000	Customer record contains no secondary information and the PAF record is a Real Primary Point.
3 SMITH ST MELBOURNE VIC 3000	No Match	Customer record contains no secondary information and the PAF record is a Phantom Primary Point.
3C SMITH ST MELBOURNE VIC 3000	3 SMITH ST MELBOURNE VIC 3000	The PAF record is a Phantom Primary Point though the customer record contains secondary information therefore may be matched to the Primary Point.
7 SMITH ST MELBOURNE VIC 3000	No Match	Customer record contains no secondary information and the PAF record is a Phantom Primary Point.

PPM Rule 3

For AMAS address matching purposes when the customer/test record has secondary information and the PAF address record has the corresponding secondary information a match must be made to the secondary address. Note that **all** other AMAS Program Matching Rules need to be considered.

Refer to the Definition of Secondary Information, and the AM Rule- Flat Unit Types for more details of changes permitted when matching to Flat Unit numbers.

.Address Matching Example:

PAF RECORDS	PRIMARY POINT	PAF RECORDS	PRIMARY POINT
2 SMITH ST MELBOURNE VIC 3000	R	4-6 SMITH ST MELBOURNE VIC 3000	R
U 1 2 SMITH ST MELBOURNE VIC 3000		L 1 4-6 SMITH ST MELBOURNE VIC 3000	

PAF RECORDS	PRIMARY POINT	PAF RECORDS	PRIMARY POINT
U 2 2 SMITH ST MELBOURNE VIC 3000		L 2 4-6 SMITH ST MELBOURNE VIC 3000	
U 3 2 SMITH ST MELBOURNE VIC 3000		L 3 4-6 SMITH ST MELBOURNE VIC 3000	
U 4 2 SMITH ST MELBOURNE VIC 3000		SE 1 L 1 4-6 SMITH ST MELBOURNE VIC 3000	
		SE 2 L 1 4-6 SMITH ST MELBOURNE VIC 3000	

CUSTOMER/TEST RECORD	MATCH/NO MATCH	EXPLANATION
U 3 2 SMITH ST MELBOURNE VIC 3000	U 3 2 SMITH ST MELBOURNE VIC 3000	A match is made to the corresponding secondary address in the PAF.
SHOP 3 2 SMITH ST MELBOURNE VIC 3000	U 3 2 SMITH ST MELBOURNE VIC 3000	Match on Unit Type is not available though the Unit Number is unique so the Unit Type may be changed to match
L 3 4-6 SMITH ST MELBOURNE VIC 3000	L 3 4-6 SMITH ST MELBOURNE VIC 3000	A match is made to the corresponding secondary address in the PAF.
SE 1 L 1 4-6 SMITH ST MELBOURNE VIC 3000	SE 1 L 1 4-6 SMITH ST MELBOURNE VIC 3000	A match is made to the corresponding secondary address in the PAF.
L 4 4-6 SMITH ST MELBOURNE VIC 3000	4-6 SMITH ST MELBOURNE VIC 3000	Corresponding secondary information not contained in the PAF.

PPM Rule 4

For AMAS address matching purposes LOT Numbers are not Primary Points and LOT Numbers with secondary information do not have associated Primary Points. Therefore if the associated LOT Number or secondary information is not contained in the PAF, a match is not permissible.

Address Matching Example:

PAF RECORDS	PRIMARY POINT
LOT 30 GWEN ST YALLOCK VIC 3749	

CUSTOMER/TEST RECORD	MATCH/NO MATCH	EXPLANATION
LOT 30A GWEN ST YALLOCK VIC 3981	No Match	Corresponding address is contained not in the PAF and LOT Numbers do not have primary points.

PPM Rule 5

For AMAS address matching purposes Postal Delivery Type addresses are not Primary Points and Postal Delivery Type addresses do not have associated Primary Points. Therefore if the associated Postal Delivery Type address is not contained in the PAF, a match is not permissible.

Address Matching Example:

PAF RECORDS	PRIMARY POINT
PO BOX 1 YALLOCK VIC 3981	

CUSTOMER/TEST RECORD	MATCH/NO MATCH	EXPLANATION
PO BOX 1A YALLOCK VIC 3981	No Match	Corresponding address is not contained in the PAF and Postal Delivery Addresses do not have primary points.

4.6.8 Below DPID Matching (BDM) Rules

Matching is permitted in selected areas to a lower level than DPID. Matching will only be permitted to areas that have been selected and have the relevant details in the PAF record to allow this matching. A match must be attempted to a DPID before matching to this lower

level. Please refer to the Address Matching Hierarchy for more detail on when the different level of matching is permitted. This will remain in place until these selected areas are fully populated in the PAF.

4.6.8.1 Group Level – Below DPID Matching Rule 1

For AMAS address matching purposes when the customer/test record contains an address that does not match to a PAF address then a match may be made to a Group_Delivery_ID when:

- A Group_Delivery_ID is available
- An exact match is made on the PAF Group record
- A match is made on the Locality and Postcode combination
- The Locality or Postcode are not changed
- The Address Matching Hierarchy is used in accordance with other address matching rules.

Note that the Misspelt Locality Rule may be used. The PAF Group and Locality details must be returned in the address format component fields of the test file.

Address Matching Example:

PAF RECORDS		
10 SMITH ST EARLSTON VIC 3669	12 SMITH ST EARLSTON VIC 3669	23 WHITE RD EARLSTON VIC 3669
SMITH ST EARLSTON VIC 3669	RMB EARLSTON VIC 3669	

STREET	STREET TYPE	STREET SUFFIX	POSTAL DELIVERY TYPE	GROUP DELIVERY ID	LOCALITY
SMITH	ST			26569650	EARLSTON
WHITE	RD				EARLSTON
			RMB	26669946	EARLSTON

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
10 SMITH ST EARLSTON VIC 3669	10 SMITH ST EARLSTON VIC 3669	An exact match to the PAF record.
1/10 SMITH ST EARLSTON VIC 3669	10 SMITH ST EARLSTON VIC 3669	A match may be made to the Street Number level therefore it is not permissible to match to a lower level. Refer to PPM Rules.
10-12 SMITH ST EARLSTON VIC 3669	SMITH ST EARLSTON VIC 3669	Despite more than one possibility being available at the DPID level a match is permissible to a GroupDID where available.
14 SMITH ST EARLSTON VIC 3669	SMITH ST EARLSTON VIC 3669	The address in the customer/test record is not contained in the PAF. A match is permissible to the Group level.
23 WHITE RD EARLSTON VIC 3669	23 WHITE RD EARLSTON VIC 3669	An exact match to the PAF record.
25 WHITE RD EARLSTON VIC 3669	No Match	May only match to a Group_Delivery_ID if the field is populated in the file.
RMB 7000 EARLSTON VIC 3669	RMB EARLSTON VIC 3669	The address in the customer/test record is not contained in the PAF. A match is permissible to the Group level.

4.6.8.2 Locality Level – Below DPID Matching Rule 2

For AMAS address matching purposes when the customer/test record contains an address that does not match to a PAF address and a Group Level match is not available, then a match may be made to a Locality_Delivery_ID when:

- A Locality_Delivery_ID is available
- The customer/test record contains a valid Street Type or Postal Delivery Type
- A match is made on the Locality and Postcode combination
- The Locality or Postcode are not changed
- The Address Matching Hierarchy is used in accordance with other address matching rules.

Note that the Misspelt Locality Rule may be used. The PAF Locality and Street Type or Postal Delivery Type details must be returned in the address format component fields of the test file.

Address Matching Example:

PAF RECORDS		
10 SMALL ST EARLSTON VIC 3669	12 NIXON ST EARLSTON VIC 3669	23 FRANKLIN RD GOWANGARDIE VIC 3669
GOWANGARDIE VIC 3669	ALFRED AVE GOWANGARDIE VIC 3669	

LOCALITY	POSTCODE	STATE	LOCALITY DELIVERY ID
EARLSTON	3669	VIC	
GOWANGARDIE	3669	VIC	28020317

CUSTOMER/TEST RECORD	MATCH TO	EXPLANATION
10 SMALL ST EARLSTON VIC 3669	10 SMALL ST EARLSTON VIC 3669	An exact match to the PAF record.
SHOP 3/10 SMALL ST EARLSTON VIC 3669	10 SMALL ST EARLSTON VIC 3669	A match may be made to the Street Number level therefore it is not permissible to match to a lower level. Refer to PPM Rules.
22 NIXON ST EARLSTON VIC 3669	No Match	The address in the customer/test record is not contained in the PAF. A match is only permissible to the Locality level when the Locality_Delivery_ID field is populated in the Locality file.
23 FRANKLIN RD GOWANGARDIE VIC 3669	23 FRANKLIN RD GOWANGARDIE VIC 3669	A match may be made to the Street Number level therefore it is not permissible to match to a lower level.
56 FRANKLIN RD GOWANGARDIE VIC 3669	GOWANGARDIE VIC 3669	The address in the customer/test record is not contained in the PAF and there is no GroupDID for Franklin Rd. A match is permissible to the Locality level.
79 STEVENS LANE GOWANGARDIE VIC 3669	GOWANGARDIE VIC 3669	The address in the customer/test record is not contained in the PAF and there is no GroupDID for Stevens Lane. A match is permissible to the Locality level.
MCGREGORS FARM GOWANGARDIE VIC 3669	No Match	The address in the customer/test record does not contain a Valid Street Type or Postal Delivery Type.
MCGREGORS FARM OUTBACK ROAD GOWANGARDIE VIC 3669	GOWANGARDIE VIC 3669	The address in the customer/test record contains a Street Type and a LocalityDID is available and there is no GroupDID for Outback Rd.
34 ALFRED AVE GOWANGARDIE VIC 3669	ALFRED AVE GOWANGARDIE VIC 3669	A match must be made to the highest level possible; in this case it is to the Group_Delivery_ID.
RSD GOWANGARDIE VIC 3669	GOWANGARDIE VIC 3669	The address in the customer/test record contains a Postal Delivery Type and a LocalityDID is available.

4.6.9 Parcel Locker, Parcel Collect and APCN Information

Retaining Parcel Locker, Collect and APCN information

Consumers may decide to have parcels delivered to Parcel Locker or Parcel Collect locations, rather than a traditional address. The information that is associated with a Parcel Locker or Parcel Collect delivery are associated with the addressee, not the address itself. Therefore, for AMAS address matching purposes, it is not permissible to match to an address that has Parcel Locker or Parcel Collect string. A DPID is applied for addresses without the Parcel Locker or Parcel Collect information applied.

Name & Address String Example:

The separation of the “name string” and “address string” fields will allow information that pertains to parcel deliveries to be retained in the addressee information to assist delivery, but not affect the address matching. Examples of how the name string lines can be separated out from the address string for parcel delivery are:

Example 1

John Smith - Name Line 1 (Name String)

Parcel Locker 12345 54321 – Name Line 2 (Name String)

Woolworths Keysborough South – Name Line 3 (Name String)

Shop 3, 213 Chapel Road - Address 1 (Address String)

Keysborough VIC 3173 – Address 2 (Address String)

Example 2

Parcel Locker 12345 54321 - **Name 1 (Name String)**
John Smith – **Name 2 (Name String)**
Woolworths Keysborough South – **Name 3 (Name String)**
Shop 3, 213 Chapel Road - **Address 1 (Address String)**
Keysborough VIC 3173 – **Address 2 (Address String)**

Example 3

John Smith – **Name 1 (Name String)**
Woolworths Keysborough South – **Name 2 (Name String)**
Parcel Locker 12345 54321 – **Name 3 (Name String)**
Shop 3, 213 Chapel Road – **Address 1 (Address String)**
Keysborough VIC 3173 – **Address 2 (Address String)**

Example 4

John Smith - **Name 1 (Name String)**
Parcel Locker 12345 54321 – **Name 2 (Name String)**
Shop 3, 213 Chapel Road – **Address 1 (Address String)**
Keysborough VIC 3173 – **Address 2 (Address String)**

Example 5

Parcel Locker 12345 54321 – **Name 1 (Name String)**
John Smith – **Name 2 (Name String)**
Shop 3, 213 Chapel Road – **Address 1 (Address String)**
Keysborough VIC 3173 – **Address 2 (Address String)**

APCN Number & APCN Matching Rules

The Australia Post Customer Number (APCN) is a 10-digit number that is assigned to a customer when they register to a MyPost Account with Australia Post. The APCN is the identifier that a Parcel Locker or Parcel Collect customer utilises when they are collecting a parcel.

Parcels being sent to Parcel Lockers and Parcel Collect delivery points are instructed to be addressed as:

Name: <First name> <Last name>
Parcel Collect/Parcel Locker <10-digit APCN>
Street address of Parcel Locker/Post Office
Suburb, STATE, Postcode

To enhance the customer experience, APCN matching rules can be implemented to ensure that the APCN is quoted correctly in the addressing process. The APCN matching rules relate to ensuring that 10-digit numbers are entered in relation to Name string records which refer to Parcel Lockers, Parcel Collect and the APCN. It is permissible to make the following changes to the Name String:

- At least one word of Parcel, Locker, Collect must remain unaltered.
- The 10-digit APCN number needs to remain unaltered.

These matching rules are for Parcel Deliveries only and therefore not part of the AMAS certification process.

5 Declaration

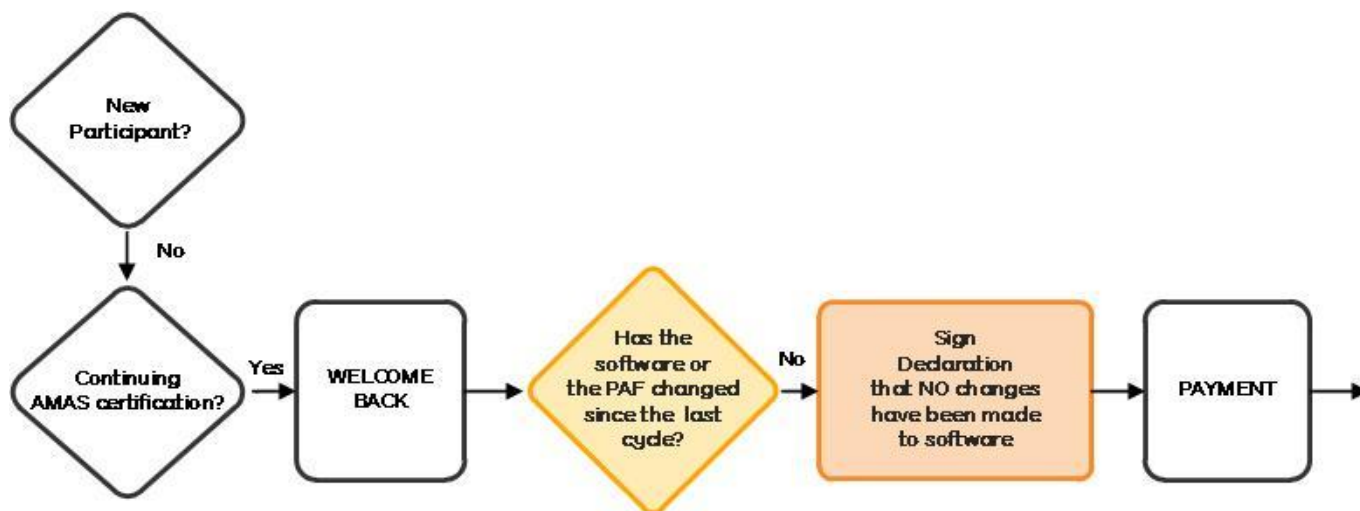
If an AMAS Program participant's software has been approved in a previous cycle, the participant can bypass the development and approval steps by declaring their software has not changed and still performs according to previous testing. To do this, AMAS Program participants will need to complete a form which declares that the product is the same as it was at the time of approval.

The declaration process applies ONLY when NO CHANGES are made to the software product since it was approved in a previous cycle and NO CHANGES have been made to the PAF, Address Matching Rules or Matching Standards.

If changes have been made to either the software, PAF, Address Matching Rules or Matching Standards, it will be necessary for the AMAS participant to follow the Approval Process by completing the requirements stated in the Development and Approval sections of this guide.

5.1 The Declaration Process

The coloured boxes show the relevant steps for the certification process for those participants with AMAS software, which has been previously approved, and want to declare that there have been no changes to the software or the PAF since the last AMAS cycle.



5.2 Declaration Form

If no changes have been made to a participant's software, PAF, Address Matching Rules or Matching Standards since the last cycle then you may take advantage of the declare process. This process allows a participant to bypass the formal approval testing process by declaring their software performs to the same standard as tested in a previous cycle. You will need to contact apdata.help@auspost.com.au to request a form where you must formally declare that no changes have been made to the address matching engine in your software. It is recommended that self-testing is performed prior to signing the declaration form.

If changes have been made to the PAF, Address Matching Rules or Matching Standards at the beginning of an AMAS cycle, all participants will be required to adhere to the Development and Approval steps as documented in this guide and will not be able to use the Declare process.

If a participant makes changes or improvements to their software before the commencement of the AMAS cycle, they will be required to undertake the steps of the Development and Approval processes to ensure the software remains compliant and will not be able to take up the option to declare.

After the declaration form is received and accepted by Australia Post, an updated certificate for the current AMAS cycle will be sent to the participant.

Auditing

In order to maintain quality standards, Australia Post will conduct regular audits of program participant's software, particularly those that have chosen the declare option. If an audit identifies inconsistent results against previous testing, Australia Post will discuss the appropriate actions with the participant and may charge additional test fees to retest the software. Refer to your agreement for details about testing fees.

Audit Process

If a participant is selected to have their software audited for compliance, Australia Post will provide two weeks' notice and agree on a reasonable date for the testing to be conducted. The compliance testing will follow the same process as documented under the Approval process using an Approval Test File or Rapid Addressing Approval Test File.

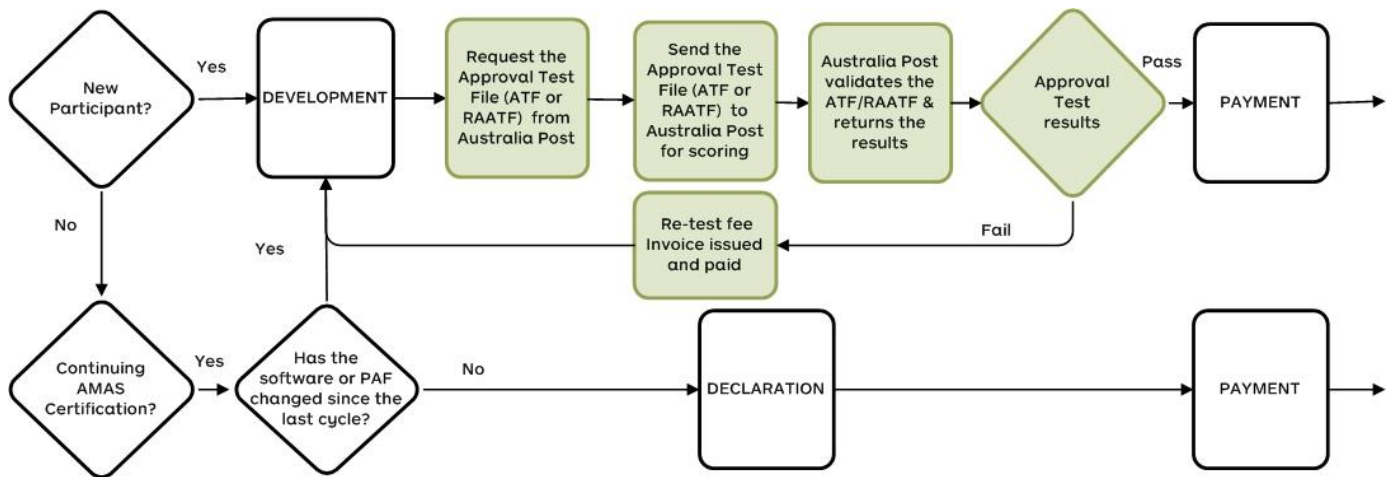
6 AMAS approval

The approval process evaluates the participant's software against the Address Matching rules and Matching Standards set by Australia Post. Software must meet these standards to pass certification. The criteria highlighted in the Development Process are evaluated during the Approval Process, and if successful, AMAS Certification is then issued for the approved software. This section details the steps and the key information about the approval process.

If a participant takes the option to declare for an AMAS cycle, they will need to follow the steps in the Declaration section.

6.1 The Approval Process

The coloured boxes in the following diagram show the relevant steps for the Certification process to obtain approval for your AMAS software.



6.2 Approval Tests

The approval test file enables software developers to demonstrate the accuracy of their address matching software to Australia Post. This is required in order to gain AMAS approval. All participants must have their software tested to ensure compliance. This includes Data Partner software which must also be tested to ensure that no integration or environment problems have been included in the production of their software. Please ensure that you have run and validated the results from your software against those in the STF before requesting the Batch Approval Test File (ATF) or Rapid Address Approval Test File (RAATF).

When the developed software has been tested by the participant's development team (using the STF) and the participant is confident that the software is ready for Australia Post to begin testing, they should email the apdata.help@auspost.com.au.

In the email, participants should state the software name, version number and platform to be tested and ask to be sent the Approval Test file ATF and/or RAATF. An approval test file will be forwarded to you by email within five working days along with the Software Testing Request form. If necessary, specify a preferred date for delivery of the approval test file. The Software Testing Request form should be returned to Australia Post along with the completed approval test file.

Australia Post expects that most participants will seek testing during the pre-cycle period of August to November in preparation for the coming full calendar year cycle. It may be attempted any time after the release of PAF VYYYY.0 up until of the end of the following year. New participants can request the ATF and/or RAATF and submit the software for testing at any time during the year excepting periods the apdata.help@auspost.com.au is closed for testing. Contact the apdata.help@auspost.com.au for more details about testing availability and refer to the Approval Process for more information.

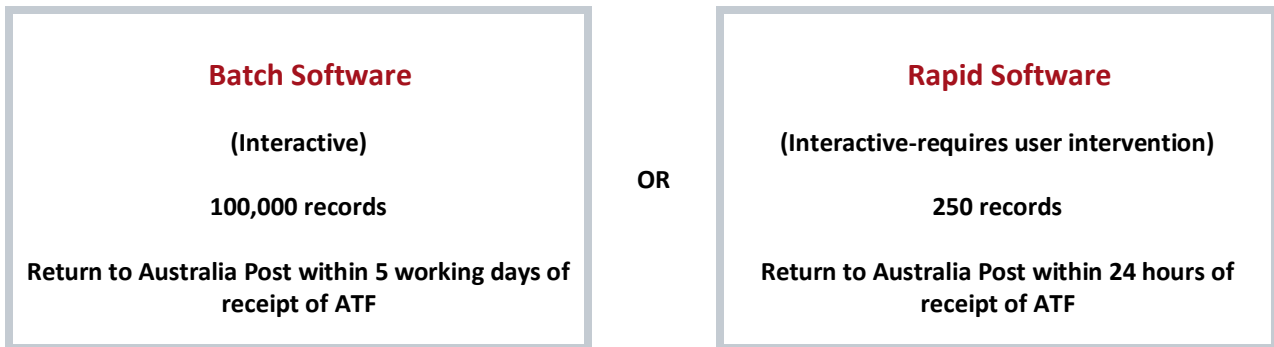
Upon receiving the Batch and/or the Rapid Approval Test File, you must use your Batch and/or Rapid software (whichever is applicable) to:

- append the DPID where a matching record is found
- insert a DPID of "zero" where no matching record was found
- correct and/or standardise matched addresses into the appropriate answer element fields and then return the ATF and/or RAATF via email.

Participants who are applying for AMAS Certification for their software will need to send their completed Batch Approval Test File (ATF) or Rapid Address Approval Test File (RAATF) to the apdata.help@auspost.com.au for testing within the timeframes specified along with:

- the completed AMAS Cycle Formal Software Information

- the Testing Declaration Form
- the Approval Test File completed as per the AMAS approved address format with appended DPIDs.



Failure to return the ATF and/or RAATF answer file and Declaration form within the specified time frame may result in the approval attempt being scored a failure. If this occurs, you may re-apply for another Approval Test, which will incur a fee. Refer to your agreement for fee information.

Australia Post will score the test results within 10 working days and provide the results back to participants with the appropriate reports.

Participants will have developed software according to their need for either Batch Address Matching software or Rapid Address Matching software. They should also have informed the apdata.help@auspost.com.au of the names and versions of the software products to be included in the 'Multi-Platform' testing and stated the platform families included.

While the software is tested for one of the platforms, the participant must perform their own internal testing before the ATF and/or RAATF is sent to Australia Post, to ensure the software achieves the same results on all the associated platforms.

The participant nominates one platform for the formal Approval Test. On achieving a successful approval result, the participant will be requested to sign the Multi-Platform Declaration section. The section clearly states that other 'Multi-Platform' registered products will achieve the same results on their respective platforms, as proven through internal testing conducted by the participant. The AMAS Program will then approve this collection of products for the relevant cycle.

Any products not included in the 'Multi-Platform' testing will need to be registered and tested under the standard testing methodology. They will be tested for each platform family, separately.

6.2.1 Approval Test File Categories

The Batch Approval Test File (ATF) and Rapid Address Approval Test File (RAATF) contain test categories that require answers to be provided by the address matching software. AMAS will use the answers provided for scoring purposes. The Approval Test File will contain three categories of tests, same as for the Self-Test File (STF).

Each Approval Test File is unique and contains approximately 100,000 test cases for ATF and 250 test cases for RAATF. The structure of Approval Test File is similar to STF but unlike the STF, the Approval Test File does not contain any corresponding answers; instead it provides empty address and DPID fields where you are required to insert your answers.

There are 2 options available for testing. They are:

1. Complete an Approval Test for each separate software version and hardware platform.
(For example, if the software in your organisation runs on MVS and Unix then you are required to submit two Approval Tests) OR
2. Complete a formal Approval Test for one Product to represent others in the suite and test other platforms in-house. Complete a Multi-Platform declaration section to show successful testing. Refer to the information on Multi-Platform testing and in the Approval Process section of this guide for relevant eligibility criteria.

6.2.2 Approval Test File Structure

6.2.2.1 General Information

- The first line of the file contains the header record
- The last line of the file contains the trailer record
- The rest are the detail records. There are approximately 100,000 test records in an ATF and approximately 250 test records in a RAATF, each consists of the AMAS test address and room for answers to be returned.

The conventions used in the following tables are:

- A indicates alphabetic character (no numeric digits)
- X indicates alphanumeric character
- 9 indicates numeric digit only (0 – 9)
- The length of each field is specified as an integer within parentheses in the Size column

- All character fields are left aligned
- All numeric fields are right aligned with padding zero in front to make up the length. The exceptions are:
 - The postcode field where both rules apply, ie. left aligned and padded with zero. This field is set at 12 characters long, but it will contain a 4-digit postcode number, eg. “3001”, “0832”, plus 8 blanks.
 - FILE_NBR and CUSTOMER_ID which will be blanks
- All answer fields on the detail records reflect the names of the fields used in the PAF tables. Refer to the Postal Address File Table Structure in the Australia Post Data Guide for more information
- Some field sizes in the Approval Test File differ from the PAF. This is to accommodate AMAS valid values from the Code and Synonym tables when answering the Batch Approval Test File (ATF) and Rapid Approval Test File (RAATF). Refer to the AMAS Program Matching Rules in this guide.

6.2.2.2 How should the answers be returned in the Answer File?

When returning answer address, you should:

- fill all appropriate fields in the answer sections, including the delivery point identifier for matched address; or
- set the answer delivery point identifier to 00000000 for non-matchable address; or
- leave all answer fields blank if test case is to be bypassed.

6.2.2.3 Approval Test File Header

Field	Description	Size	Sample
RECORD_TYPE	A single character to indicate header record.	A(1)	H
COPYRIGHT_SYMBOL	Copy right of Australia Post.	X(18)	©Australia Post
FILE_CREATION_DATE	Date file created in YYYYMMDD format.	X(8)	19990420
FILE_TYPE	File type.	A(3)	STF
FILE_NBR	An 8 digit number created by the AMAS Program to uniquely identify the file.	X(8)	
CUSTOMER_ID	An 8 digit number created by the AMAS Program to uniquely identify the AMAS Program customer.	X(8)	

6.2.2.4 Approval Test File Detail

Field	Description	Size	Sample
RECORD_TYPE	A single character to indicate detail record.	A(1)	D
RECORD_ID	AMAS test case record number.	9(8)	00234567
RECORD_BATCH_NBR	AMAS test case batch number. Usually contains the date the test record was created, in YYYYMMDD format.	9(8)	20130724
INP_ADDRESS_1	Line 1 of test address.	X(50)	
INP_ADDRESS_2	Line 2 of test address.	X(50)	
INP_ADDRESS_3	Line 3 of test address.	X(50)	
ANS_DELIVY_POINT_ID	Answer delivery point identifier (DPID).	9(8)	34567890
ANS_FLAT_UNIT_TYPE	Answer flat/unit type.	X(12)	U
ANS_FLAT_UNIT_NBR	Answer flat/unit number, including suffix.	X(7)	1
ANS_FLOOR_LEVEL_TYPE	Answer floor/level type.	X(18)	FL
ANS_FLOOR_LEVEL_NBR	Answer floor/level number.	X(5)	2
ANS_LOT_NBR	Answer lot number.	X(6)	100
ANS_POSTAL_DELIVERY_TYPE	Answer postal delivery type.	X(11)	PO BOX
ANS_POSTAL_DELIVERY_NBR	Answer postal delivery number.	9(5)	00020
ANS_POSTAL_DELIVERY_NBR_PFX	Answer postal delivery number prefix.	X(3)	N
ANS_POSTAL_DELIVERY_NBR_SFX	Answer postal delivery number suffix.	X(3)	A
ANS_HOUSE_NBR_1	Answer house (street) number 1	9(5)	00023
ANS_HOUSE_NBR_SFX_1	Answer house (street) number 1 suffix.	X(1)	A
ANS_HOUSE_NBR_2	Answer house (street) number 2	9(5)	00000
ANS_HOUSE_NBR_SFX_2	Answer house (street) number 2 suffix.	X(1)	
ANS_STREET_NAME	Answer street name.	X(30)	SMITH
ANS_STREET_TYPE	Answer street type.	X(13)	ST
ANS_STREET_SFX	Answer street suffix.	X(10)	W
ANS_LOCALITY_NAME	Answer locality name.	X(46)	WINDSOR
ANS_POSTCODE	Answer postcode.	X(12)	3214

Field	Description	Size	Sample
ANS_STATE	Answer state.	X(3)	VIC

6.2.2.5 Approval Test File Trailer

Field	Description	Size	Sample
RECORD_TYPE	A single character to indicate trailer record.	A(1)	T
FILE_RECORD_COUNT	Count of number of detail records in the file.	9(8)	00109324

6.3 Matching Standards

6.3.1 Test Types

There are three test type categories in the scoring system that provides the final approval test results:

- Valid – where an exact match is expected and a numeric DPID should be returned
- Amendable – where address correction is required and a numeric DPID should be returned
- No Match – where no match should be provided and the DPID value returned is zero.

Note: All the test criteria listed must be achieved in order to pass the Approval Test.

The rules state a minimum match rate is required for the commercial Data Partner. This is not required for Internal Users.

All Participants must meet the same high accuracy level for those matches attempted.

Each test type category has associated scoring rules that are numbered sequentially. The scoring rules for each test category are described below.

6.3.2 Batch Scoring, results and analysis report

Matching standards are Australia Post's address matching quality standards. These standards are instrumental in the development phase and they must be adhered to pass the approval process.

After development and self-testing are completed, the participant will send their approval test file to Australia Post. The scoring of the returned approval test file is performed using software specifically developed by Australia Post in accordance with the AMAS Program's rules. The software will be tested using these criteria during the approval process. Australia Post suggests following these standards through the development and self-testing prior to seeking approval.

6.3.2.1 Batch Valid Test Scoring (BVS) Category Rules

6.3.2.1.1 BVS Rules

BVS Rule 1

Internal Users	Data Partners
Return numeric DPIDs (no spaces) for 100% of the records comprising our valid test cases.	As per Internal Users

BVS Rule 2

Internal Users	Data Partners
Return a non-zero DPID for the records you choose to answer (there is no minimum number required to be answered). The remaining records may be comprised of: <ul style="list-style-type: none"> • No more than 4 records per 1000 of those you answer may have an incorrectly matched DPID (99.60% DPID accuracy); and • The remainder with non-assigned DPIDs of zero. 	Return the correct matching DPID for at least 99% of the records comprising our valid test cases, of which the remaining 1% (ie 10 records per 1000) may be comprised of: <ul style="list-style-type: none"> • No more than 4 records per 1000 with an incorrectly matched DPID (99.60% DPID accuracy), and • As per Internal Users

BVS Rule 3

Internal Users	Data Partners
Return the AMAS Program approved address format for at least 99.60% of the correct answers returned.	As per Internal Users

6.3.2.1.2 BVS Explanations

Internal Users	Data Partners
Assume there are 2,000 valid test cases in your Approval Test File, according to BVS Rule 1:	As per Internal Users
<ul style="list-style-type: none"> You are required to return numeric DPIDs for all 2,000 addresses in the respective DPID answer field in the Approval Test File. 	<ul style="list-style-type: none"> As per Internal Users
Assume you have returned 2,000 records, according to BVS Rule 2:	As per Internal Users
<ul style="list-style-type: none"> You may attempt to answer as many records as you choose, eg. 1000 For the 1000 records answered, there may be no more than 4 incorrectly matched DPIDs appended, and The remaining records must be non-assigned DPIDs (zero). 	<ul style="list-style-type: none"> Return at least 1980 records with the correct matching DPID, There may be no more than 8 incorrectly matched DPIDs appended (4 per 1,000), and As per Internal Users
Assume you have returned 1,000 records with the correct matching DPID,	Assume you have returned 2,000 records with the correct matching DPID,
<ul style="list-style-type: none"> According to BVS Rule 3, you may have no more than 4 of these addresses with an incorrect AMAS Program approved address format appended. 	<ul style="list-style-type: none"> According to BVS Rule 3, you may have no more than 8 of these addresses with an incorrect AMAS Program approved address format appended.

6.3.2.1.3 BVS Examples

Internal Users	Data Partners
According to BVS Rule 2 if there were 10,000 records comprising our valid test cases, then returning:	According to BVS Rule 2 if there were 10,000 records comprising our valid test cases, then returning:
<ul style="list-style-type: none"> 4,980 records with correct matching DPIDs, 20 records with incorrect matching DPIDs and 5,000 records with non-assigned DPIDs would constitute a Pass. 	<ul style="list-style-type: none"> 9,900 records with correct matching DPIDs, 40 records with incorrect matching DPIDs and 60 records with non-assigned DPIDs would constitute a Pass.
<ul style="list-style-type: none"> 4,979 records with correct matching DPIDs, 21 records with incorrect matching DPIDs and 5,000 records with non-assigned DPIDs would constitute a Failure. 	<ul style="list-style-type: none"> 9,900 records with correct matching DPIDs, 41 records with incorrect matching DPIDs and 59 records with non-assigned DPIDs would constitute a Failure.
<ul style="list-style-type: none"> 7,968 records with correct matching DPIDs, 32 records with incorrect matching DPIDs and 2,000 records with non-assigned DPIDs would constitute a Pass. 	<ul style="list-style-type: none"> 9,900 records with correct matching DPIDs, 39 records with incorrect matching DPIDs and 61 records with non-assigned DPIDs would constitute a Pass.
<ul style="list-style-type: none"> 1,000 records with correct matching DPIDs, 4 records with incorrect matching DPIDs and 8,996 records with non-assigned DPIDs would constitute a Pass. 	<ul style="list-style-type: none"> 9,899 records with correct matching DPIDs, 40 records with incorrect matching DPIDs and 61 records with non-assigned DPIDs would constitute a Failure.
<ul style="list-style-type: none"> 990 records with correct matching DPIDs, 10 records with incorrect matching DPIDs and 9,000 records with non-assigned DPIDs would constitute a Failure. 	<ul style="list-style-type: none"> 9,900 records with correct matching DPIDs, 0 records with incorrect matching DPIDs and 100 records with non-assigned DPIDs would constitute a Pass.

6.3.2.2 Batch Amendable Test Scoring (BAS) Category Rules

6.3.2.2.1 BAS Rules

BAS Rule 1

Internal Users	Data Partners
Return numeric DPIDs (no spaces) for 100% of the records comprising our amendable test cases.	As per Internal Users

BAS Rule 2

Internal Users	Data Partners
Return a non-zero DPID for as many records you choose to answer (there is no minimum number required to be answered). The remaining records may be comprised of:	Return the correct matching DPID for at least 90% of the records comprising our amendable test cases, of which the remaining 10% (ie 100 records per 1000) may be comprised of:
<ul style="list-style-type: none"> No more than 4 records per 1000 of those you answer may have an incorrectly matched DPID (99.60% DPID accuracy); and The remainder with non-assigned DPIDs of zero. 	<ul style="list-style-type: none"> No more than 4 records per 1000 with an incorrectly matched DPID (99.60% accuracy), and As per Internal Users

BAS Rule 3

Internal Users	Data Partners
Return the AMAS Program approved address format for at least 99.60% of the correct answers returned.	As per Internal Users

6.3.2.2.2 BAS Explanations

Internal Users	Data Partners
Assume there are 2,000 amendable test cases in your Approval Test File, according to BAS Rule 1:	As per Internal Users
<ul style="list-style-type: none"> You are required to return numeric DPIDs for all 2,000 addresses in the respective DPID answer field in the Approval Test File. 	<ul style="list-style-type: none"> As per Internal Users
Assume you have returned 2,000 records, according to BAS Rule 2:	As per Internal Users
<ul style="list-style-type: none"> You may attempt to answer as many records as you choose. Eg. 1,000 For the 1,000 records answered, there may be no more than 4 incorrectly matched DPIDs appended, and The remaining records must be non-assigned DPIDs (zero). 	<ul style="list-style-type: none"> Return at least 1800 records with the correct matching DPID, There may be no more than 8 incorrectly matched DPIDs appended (4 per 1,000), and As per Internal Users
Assume you have returned 1,000 records with the correct matching DPID,	Assume you have returned 2,000 records with the correct matching DPID.
<ul style="list-style-type: none"> According to BAS Rule 3, you may have no more than 4 of these addresses with an incorrect AMAS Program approved address format appended. 	<ul style="list-style-type: none"> According to BAS Rule 3, you may have no more than 8 of these addresses with an incorrect AMAS approved address format appended.

6.3.2.2.3 BAS Examples

Internal Users	Data Partners
According to BAS Rule 2 if there were 10,000 records comprising our amendable test cases, then returning:	According to BAS Rule 2 if there were 10,000 records comprising our amendable test cases, then returning:
<ul style="list-style-type: none"> 4,980 records with correct matching DPIDs, 20 records with incorrect matching DPIDs and 5,000 records with non-assigned DPIDs would constitute a Pass. 4,979 records with correct matching DPIDs, 21 records with incorrect matching DPIDs and 5,000 records with non-assigned DPIDs would constitute a Failure. 7,980 records with correct matching DPIDs, 32 records with incorrect matching DPIDs and 1,988 records with non-assigned DPIDs would constitute a Pass. 1,000 records with correct matching DPIDs, 4 records with incorrect matching DPIDs and 8,996 records with non-assigned DPIDs would constitute a Pass. 995 records with correct matching DPIDs, 5 records with incorrect matching DPIDs and 9,000 	<ul style="list-style-type: none"> 9,000 records with correct matching DPIDs, 40 records with incorrect matching DPIDs and 960 records with non-assigned DPIDs would constitute a Pass. 9,000 records with correct matching DPIDs, 41 records with incorrect matching DPIDs and 959 records with non-assigned DPIDs would constitute a Failure. 9,000 records with correct matching DPIDs, 39 records with incorrect matching DPIDs and 961 records with non-assigned DPIDs would constitute a Pass. 8,999 records with correct matching DPIDs, 40 records with incorrect matching DPIDs and 961 records with non-assigned DPIDs would constitute a Failure. 9,000 records with correct matching DPIDs, 0 records with incorrect matching DPIDs and 1000 records with non-assigned DPIDs would constitute a Pass.

Internal Users	Data Partners
records with non-assigned DPIDs would constitute a Failure.	

6.3.2.3 The Batch No Match Test Scoring (BNS) Category Rules

6.3.2.3.1 BNS Rules

BNS Rule 1

Internal Users	Data Partners
Return numeric DPIDs (no spaces) for 100% of the records comprising our no match test cases.	As per Internal Users

BNS Rule 2

Internal Users	Data Partners
Return a DPID of zero for at least 99.60% of the records comprising our no match test cases.	As per Internal Users

6.3.2.3.2 BNS Examples

Internal Users	Data Partners
Assume there are 2,000 no match test cases in your Approval Test File, according to BNS Rule 1:	As per Internal Users
<ul style="list-style-type: none"> You are required to return numeric DPIDs for all 2,000 addresses in the respective DPID answer field in the Approval Test File. 	<ul style="list-style-type: none"> As per Internal Users
<ul style="list-style-type: none"> According to BNS Rule 2, you may have no more than 8 records (4 per 1000) with a non-zero DPID appended. 	<ul style="list-style-type: none"> As per Internal Users

6.3.3 Rapid Scoring, Results and Analysis Report

After development and self-testing are completed, the participant will request their Approval Test file to Australia Post. The scoring of the returned Rapid Approval Test file is performed using software specifically developed by Australia Post in accordance with the AMAS Program rules. The software will be tested using these criteria during the approval process. Australia Post suggests following these standards through the development and self-testing prior to seeking approval.

6.3.3.1 RTS Rules

Unless otherwise specified, all rules apply across the different Licence types:

RTS Rule 1

Return a numeric DPID (no spaces) for 100% of the records comprising all test cases, ie. Valid, Amendable and No Match test cases.

RTS Rule 2

No more than 2 records of the 250 may have an incorrect DPID appended (ie. 99.20% accuracy).

RTS Rule 3

No more than 2 records of the 250 may have an incorrect AMAS Program approved address format returned. (ie. 99.20% accuracy)

6.3.3.2 RTS Examples

There are 250 test cases in your Rapid Approval Test file:

- According to RTS Rule 1, you are required to return all 250 addresses and their numeric DPIDs in the answer fields.

Assume you have returned 250 records.

- According to RTS Rule 2, at least 248 records must have the correct DPID appended.

Assume you have returned the correct DPID for 248 records.

- According to RTS Rule 3, of those records that have a correct DPID other than a zero only 2 records may have addresses with an incorrect AMAS Program approved address format.

Note: all test criteria listed above must be achieved in order to pass the Rapid Approval Test.

6.3.3.3 Additional Rapid Software Requirements

Australia Post AMAS Developer Guide

In addition, Rapid Software also has the following requirements:

Matching to PO Box addresses

When matching to PO Box addresses, once a Locality is selected, only PO Boxes for that Locality or variations of the Locality Name can be made available for selection.

For example, if 'Bondi' is selected or entered, the pick-list may only display PO Box addresses with variations that include the selected Locality Name, such as 'Bondi Beach'. It may only include all Locality names within the selected Postcode, which include the word 'Bondi'.

Matching to Phantom Primary Points

An address of a Phantom Primary Point may not be selected unless the user enters some secondary information.

For example, a unit, level or suffix needs to be provided. These additional details must accompany the saving of the address and appending of the DPID. In other words, if the user accepts the address and DPID into a database or a print file, the secondary information provided must also be saved.

Matching using Street Alternates and Bordering Localities

Street Alternate and Bordering Locality information must be included in the address matching process, however, only PAF addresses may be displayed for selection.

For example, a street alternate or bordering locality may identify a possible address match, but these details may not appear in the address provided for selection, as they are different to the details contained within the PAF. That is, the alternate street and bordering locality names are to be used to direct the user to the associated PAF address.

Matching Below DPID

It is optional to include Group and Locality Level DID matching within your Rapid software. However, if this matching is included, the user must be prompted for additional information (if not already provided) to assist with delivery.

Applying the barcode for a Group or Locality level DID does not guarantee a mail piece may be delivered, as additional information may be required in order to ensure delivery. It is recommended that users be notified when a DID match is used as this type of matching does not provide full address validation.

6.3.4 The Scoring System

6.3.4.1 Valid Test and Amendable Test Categories

The scoring system will score the DPID first. If an incorrect DPID is detected, the scoring system will not continue to check the address format.

If the DPID is correct, then the scoring system will proceed to check for the accuracy of the address format (except where a zero DPID is provided as your answer).

If the test relates to matching to Primary Points, the scoring system will check the accuracy of the address format for both the Primary and any Secondary Point details. Refer to Matching to Primary Points for more information.

6.3.4.2 For the No Match Test Category

For the No Match Test Category, you are required to return a zero ("0") DPID value and no matching address.

If you return a zero DPID value for the No Match Test Category, it will be scored as correct. If you return a "non zero" DPID, it will be scored as incorrect. In either case, the address format, if returned, will not be scored.

6.3.5 AMAS Approved Address Format

The AMAS Program approved address format is the address format as used in the PAF. However, any records with a value of V (V = Valid) from the code and/or synonym table are acceptable and can be returned in the appropriate answer field of the Approval Test File. For example:

For Flat Unit Type, full English spelling (as found in the code table) is also accepted as a correct address format:

- "F" and "FLAT" are both acceptable

For Floor Level Type, full English spelling (as found in the code table) is also accepted as a correct address format:

- "L" and "LEVEL" are both acceptable

For Street Type, full English spelling (as found in the code table) is also accepted as a correct address format:

- "ST" and "STREET" are both acceptable

For Street Suffix, full English spelling (as found in the code table) is also accepted as a correct address format:

- “W” and “WEST” are both acceptable

Refer to the AMAS Program Matching Rules for more information.

Address format and Primary Point Matching

When matching to Primary Points using the Primary Point Matching Rules (Refer to Primary Point Matching (PPM) Rules) the address scoring system will check the accuracy of the address format for both the Primary and any Secondary Point details. Refer to the Definition of Secondary Information in this guide.

6.3.6 Platform Family

AMAS approval testing is only performed on associated platform families. If a product runs on UNIX and Linux, then only one test would be required to represent the platforms within the family. Refer to the recognised platform groupings in 4.3.6 Deciding the Development Platform.

6.3.6.1 Multi-Platform Testing

When requesting the ATF, include the request for multi-platform testing in the email to apdata.help@auspost.com.au. The application lists the names and versions of the software products to be included in the multi-platform testing and states the platform families included. The participant nominates just one platform for the formal Approval Test.

On achieving a successful approval result, the participant will be requested to sign the AMAS Program Declaration: multi-platform declaration form. The declaration clearly states that other ‘Multi-Platform’ registered products will achieve the same results on their respective platforms, as proven through internal testing conducted by the participant. The AMAS Program will then approve this collection of products for the relevant cycle.

Any products not included in the multi-platform testing will need to be registered and tested under the standard testing methodology. They will be tested separately for each platform family.

6.3.6.2 Subsequent Testing of Multi-Platform Products

Once the new AMAS cycle begins, the AMAS Program will identify at least two participants for subsequent testing. If selected, the participant will be sent a request for another Approval Test to be conducted on a different platform family to that already tested.

The test will be conducted in approximately February or March, and the product/platform family for testing will be selected by the AMAS Program. The participant will be given two weeks’ notice to sit the test. Completing the test in one year does not preclude the possibility of being requested to perform a test again the following year.

Participants wanting a previously untested platform to be approved must have the new software specifically tested. For a new participant, this will require the standard registration and testing of each product/platform family. For an existing participant, the new product/platform family can be nominated for the Approval Test within a multi-platform test scenario (if there is more than one new platform, each one will need to be tested by the AMAS Program).

6.3.6.3 Non-Conformance of a Multi-Platform Nominated Product or Declaration

If platforms/products that are operating in production are shown to be not capable of passing the AMAS Approval Test, there are contingencies that can be activated. Refer to your agreement or contact the apdata.help@auspost.com.au for assistance.

If a participant is shown to have made a false declaration (when stating that all products have been tested and achieved the same results) they will be required to conduct a test for each individual platform family (using the standard testing process). They will also be required to pay the testing fee for each test and the products will be removed from the ‘AMAS Approved Product List’ (with all its implications) until such time as a successful Approval Test has been conducted.

A vendor will be deemed to have made a false declaration if any subsequent test shows a deviation of 0.03% or more. An appeal may be made to the AMAS Program Manager, where the vendor can attempt to show that mitigating circumstances have led to the deviation. The decision to pursue the retesting, the payment of testing fees and the removal from the ‘AMAS Approved product List’ will be made by the AMAS Program Manager. This decision will be final.

Any queries relating to the Approval Test File should be directed to the apdata.help@auspost.com.au.

6.3.7 Batch Software Requirements

As part of the conditions for creating AMAS approved Batch software, there are certain requirements that your software must meet including the following:

6.3.7.1 AMAS Rules

Your AMAS software must invoke the AMAS Rules for the matching of addresses and the appending of the DPIDs to the satisfaction of the AMAS Testing procedure.

6.3.7.2 Modifying your AMAS Software

If the AMAS engine is modified in a way that effects the matching of addresses or the application of the AMAS rules, then you must notify the AMAS Program of the change and potentially re-sit for AMAS approval. See the Modifications Process for more information.

6.3.7.3 Batch Process Summary Report

Your batch software must be able to produce a process summary report as a means of verifying a lodgement of mail is current against the latest version of the PAF. This is not required of the "Rapid" software.

6.3.7.4 Expiry of PAF

Any software that uses the PAF is required to contain a facility that times-out the appending and accessing of DPIDs and the accessing or downloading of addresses according to the PAF timetable located in the Australia Post Data Guide. The PAF beyond these dates may be used as a look-up of addresses only.

Your software is to also provide the means to override this expiry by a special key value that changes with each PAF. Refer to the information on automatic expiry of each PAF (time bomb) in the Australia Post Data Guide.

Note: the need for the software expiry functionality may be bypassed through mutual agreement between the AMAS participant, the specific customer that requires the bypass, and the AMAS Program Manager. This will be permissible by exception only. Should this occur, an agreement needs to be drawn up between the customer and Post – where the customer agrees to abide by the rules of the program.

The agreement must outline the need to update their DPIDs via a PAF update or ICF each quarter within the defined time period and the need to use current AMAS software. This agreement is to be managed by the AMAS participant. That is, the AMAS participant is to seek approval from the AMAS Program Manager, draft the agreement and forward it to apdata.help@auspost.com.au for printing on a Post letterhead, have the customer sign the agreement and then pass it back to apdata.help@auspost.com.au.

6.3.7.5 Execution of AMAS Software

The initiation of AMAS software must be separate from the invoking of any other address correction or manipulation software.

6.3.7.6 Pre or Post Processing Software

Any software or process that is used to manipulate or make changes to the address format and structure, before or after the address is processed through the AMAS software must produce a report showing the user what changes were made.

For example if an attempt is made to clean up an address:

Address	Changed To	Result
100 LT COLLINS ST MELB 3000	100 LITTLE COLLINS ST MELBOURNE VIC 3000	Then produce a report showing the user the changes that were applied.

6.4 Approval Results

The approval result is valid until the end of the cycle. If a change is made to the software in the same cycle after approval is granted, follow the steps of the modification process.

6.4.1 Passed Approval Test

Having completed the scoring of your Approval Test File, Australia Post will send you three reports:

1. a Performance Summary Report which details the overall evaluation of the returned Rapid Approval Test File
2. an Error Statistics Report which details the errors in the returned Rapid Approval Test File
3. an Error Report that individually details all the errors for each test record that has been marked as incorrect in the returned Rapid Approval Test File.

For detail regarding these reports, please refer to the AMAS Program Sample Reports Layout (Examples Only).

When the approval test has been successfully passed Australia Post will send you a Data Services Agreement (if one is not already in place) and an invoice with the appropriate fee payment details. Refer to the agreement regarding details of the AMAS Program Fee Structure. Certificates will also be issued to confirm the approval of the tested platforms.

Once your software has passed, you may also consider testing further products formally, or testing similar products/platforms in-house under the multi-testing platform option. The multi-platform declaration form is available from apdata.help@auspost.com.au.

6.4.2 Failed Approval Test

If the software fails the Approval Test there are two options: Re-test the software or Terminate from the AMAS Program.

6.4.2.1 Re-test the software

A participant can apply for, and submit, a second approval test. There is a fee associated with this second test attempt and for each subsequent attempt within the current cycle. A re-test invoice will be sent to the participant before re-testing will commence. Refer to the agreement for re-testing and any other associated costs.

6.4.2.2 Terminate from the AMAS Program

A participant may choose to terminate from the AMAS Program if the software has failed the Approval Test. Refer to the Termination Process for details on terminating from the program.

- Internal Users and Data Partners are required to stop using the PAF within 30 days of the date of termination. New participants, please refer to your Data Services Agreement for further details.
- Data Partners must liaise with both Australia Post and their vendors regarding ceasing participation, including the destruction/*return* of PAF data as per their PAF Agreement or the Data Services Agreement. Contact apdata.help@auspost.com.au for more information.

6.4.3 AMAS Program Sample Reports Layout (Examples Only)

6.4.3.1 Performance Summary Report for Batch Approval Test

Client Name: ABC Pty Ltd

Test File Number: 123

Product Name: ABC

Received Date: 25/09/2013

Version Number: 1.0

Issue date: 23/09/2013

Platform: Unix

	Valid Test Category		Amendable Test Category		No Match Test Category	
	Total	Percent	Total	Percent	Total	Percent
Total Test Records	35000		42000		23000	
Non-Assigned	25	0.07%	85	0.20%	N/A	N/A
Records Answered	34975	99.93%	41915	99.80%	23000	100.00%
DPID – Incorrect	45	0.13%	15	0.04%	10	0.04%
DPID – Correct	34930	99.87%	41900	99.96%	22990	99.96%
Address Format – Correct	34925	99.99%	41896	99.99%	N/A	N/A
Address Format – Incorrect	5	0.01%	4	0.01%	N/A	N/A

Your Approval Test File contained **100,000** records

Overall Performance: PASS

Prepared By:

Approved By:

6.4.3.2 Performance Summary Report for Rapid Approval Test (sample only)

Client Name: ABC Pty Ltd
 Test File Number: 123
 Issue Date: 28/10/2013
 Received Date: 29/10/2013

Product Name: ABC
 Version Number: 1.0
 Platform: Win

	Valid Test Category		Amendable Test Category		No Match Test Category		Overall	
	Total	Percent	Total	Percent	Total	Percent	Total	Percent
Total Test Records	182		40		28		250	
DPID – Correct	182	100.00%	40	100.00%	28	100.00%	250	100.00%
DPID – Incorrect	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Non-Assigned	0	0.00%	0	0.00%	0	0.00%	0	0.00%
Address Format – Correct	182	100%	40	100.00%	N/A	N/A	222	100.00%
Address Format – Incorrect	0	0.00%	0	0.00%	N/A	N/A	0	0.00%

Your Rapid Approval Test File contained **250** records

Overall Performance: PASS

Prepared By:

Approved By:

6.4.3.3 Error Statistics Report

Client Name: ABC Pty Ltd
 Test File Number: 123
 Issue date: 23/09/2013
 Received Date: 25/09/2013

Product Name: ABC
 Version Number: 1.0
 Platform: Unix

Valid Test Category		Amendable Test Category		No Match Test Category	
Error Code	Count	Error Code	Count	Error Code	Count
1	70	1	100	1	0
2	0	2	0	2	N/A
3	0	3	0	3	N/A
4	0	4	0	4	N/A
5	0	5	0	5	N/A
6	0	6	0	6	N/A
7	0	7	0	7	N/A
8	0	8	0	8	N/A
9	0	9	0	9	N/A
10	0	10	0	10	N/A
11	0	11	4	11	N/A
12	0	12	0	12	N/A
13	0	13	0	13	N/A
14	0	14	0	14	N/A
15	0	15	4	15	N/A
16	0	16	4	16	N/A
17	0	17	0	17	N/A
18	0	18	0	18	N/A
19	0	19	0	19	N/A
20	0	20	0	20	N/A

Your Approval Test File contained 100,000 records

Error Code	Description
1	Incorrect DPID
2	Incorrect Flat Unit Type
3	Incorrect Flat Unit Number
4	Incorrect Floor Level Type
5	Incorrect Floor Level Number
6	Incorrect Lot Number
7	Incorrect postal Delivery Type
8	Incorrect Postal Delivery Number
9	Incorrect Postal Delivery Number Prefix
10	Incorrect Postal Delivery Number Suffix

Error Code	Description
11	Incorrect Street Number From
12	Incorrect Street Number From Suffix
13	Incorrect Street Number To
14	Incorrect Street Number Suffix To
15	Incorrect Street Name
16	Incorrect Street Type
17	Incorrect Street Type Suffix
18	Incorrect Locality
19	Incorrect Postcode
20	Incorrect State

6.4.3.4 Error Report (Example)

Client Name: ABC Pty Ltd
 Test File Number: 123
 Issue date: 23/09/2013
 Issue Returned: 25/09/2013

Product Name: ABC
 Version Number: 1.0
 Platform: Unix

AMAS Test Record	AMAS Standardised Answer (Test Response)	Customers Record Response (Validation Response)
123 Lonsdale St MELBOURNE VIC 3000 AMAS ID: (V1) 12345678	DPID: 24682468 Flat Unit Type: Flat Unit Nbr: Floor Level Type: Floor Level Nbr: Allotment Nbr: Postal Delivery Type: Postal Delivery Nbr: Postal Delivery Nbr Pfx: Postal Delivery Nbr Sfx: House Nbr From: 123 House Nbr To: House Nbr Sfx From: House Nbr Sfx To: Street Name: LONSDALE Street Type: ST Street Type Sfx: Locality: MELBOURNE Postcode: 3000 State: VIC	DPID: 88889999 Flat Unit Type: Flat Unit Nbr: Floor Level Type: Floor Level Nbr: Allotment Nbr: Postal Delivery Type: Postal Delivery Nbr: Postal Delivery Nbr Pfx: Postal Delivery Nbr Sfx: House Nbr From: 123 House Nbr To: House Nbr Sfx From: House Nbr Sfx To: Street Name: LONSDALE Street Type: ST Street Type Sfx: Locality: MELBOURNE Postcode: 3000 State: NSW Error Code: 1, 20
486 Albert St EAST MELBOURNE VIC 3002 AMAS ID: (V1) 42355654	DPID: 12345678 Flat Unit Type: Flat Unit Nbr: Floor Level Type: Floor Level Nbr: Allotment Nbr: Postal Delivery Type: Postal Delivery Nbr: Postal Delivery Nbr Pfx: Postal Delivery Nbr Sfx: House Nbr From: 486 House Nbr To: House Nbr Sfx From: House Nbr Sfx To: Street Name: ALBERT Street Type: ST Street Type Sfx: Locality: EAST MELBOURNE Postcode: 3002 State: VIC	DPID: 87654321 Flat Unit Type: Flat Unit Nbr: Floor Level Type: Floor Level Nbr: Allotment Nbr: Postal Delivery Type: Postal Delivery Nbr: Postal Delivery Nbr Pfx: Postal Delivery Nbr Sfx: House Nbr From: 486 House Nbr To: House Nbr Sfx From: House Nbr Sfx To: Street Name: ALBERT Street Type: ST Street Type Sfx: Locality: SYDNEY Postcode: 9999 State: VIC Error Code: 1, 18, 19

6.4.3.5 Address Matching Processing Summary Report

This report format and content is indicative of the type of information to be produced by batch AMAS Address Matching Processing software on each execution of a matching submission so that users have the appropriate evidence to support their barcoded mail lodgement.

AMAS Address Matching Processing Summary Report

AMAS Software Details	Database/List Owners Details
Company Name:	List Processor's Name ¹
Software Name and Version:	Date List Processed:
Software Approved for <YEAR> AMAS Cycle:	Processed Against PAF Version Number:
	Name of Address List:
Processing Results ¹	
Records Matched (no changes) & DPID Appended:	
Records Amended (with changes) & DPID Appended:	
Records Not Matched – No DPIDs	
Total Records:	
Signature of Compliance	
<i>I certify that this information is true and accurate -</i>	
Name of List Manager/Owner:	
Signature of List Manager/Owner:	
Address:	
Phone Number:	
Date:	

¹ The 'List Processor's Name' is the name of the company/organisation assigning the DPID's via the AMAS approved software.

¹ For Example there are 100 records to process

Records Matched (no changes): 50

Records Amended (with changes): 30

Records Not matched: 20

6.4.4 AMAS Certification

6.4.4.1 Data Services Agreements

When the participant's software has been successfully approved for the first time, Australia Post will send a Data Services Agreement and the AMAS certificate and logos. It is important to note that the certification process is independent of the agreement, in that although a participant may have a valid agreement for a number of years past the coming cycle, the certification and testing process must still be undertaken annually (including the declare process), unless otherwise advised by the AMAS Program.

The certification process is independent of the agreement, in that although a Participant may have a valid agreement for multiple years, the certification and testing process must still be undertaken annually, unless otherwise advised by the AMAS Program. Annual certification, testing (and, if relevant, auditing) is required to ensure continued compliance with any software changes required through the AMAS Program.

When you have been formally advised by the AMAS Program that your software has been approved, you are permitted to advertise that your software has been approved and claim PreSort pricing for any mail prepared by software that has been formally approved by the AMAS Program (subject to meeting all other requirements of the PreSort Letters Service).

Approval is valid until the end of the cycle year (December). To retain currency of approval for the new cycle, participants must reapply for and successfully complete the AMAS Testing prior to the end of each annual cycle in time to incorporate and distribute PAF VYYYY.1.

Once the Data Services Agreement has been processed by Australia Post, the Data Services Agreement will then supersede the PAF Agreement.

6.4.4.2 The AMAS Certificate

The AMAS Certificate provides you with evidence that your software has passed the Approval Test for that specified AMAS annual cycle. This certificate gives integrity to the software through the partnership with Australia Post and the AMAS certification can be used to support the marketing and sales of the software.

Australia Post gives providers whose software is AMAS certified, the opportunity to be listed on the Australia Post Website. Each participant can display a company profile along with information about the software solution, pricing and direct contact information.

The AMAS logo and trademarks will also be provided to participants whose software has passed the approval process. The logo and trademarks can be used in publications, printing and attached to technology. The logo will be provided upon certification in an .eps format.

For details about how to present the AMAS logo, the conditions of use, marketing support, approved wordings and use of the Trademark, refer to the Data Services Agreement and the Support and Troubleshooting section in this guide.

Australia Post also has a commitment to providing support and service to its AMAS Program participants. A dedicated team (apdata.help@auspost.com.au) has been established to handle your questions, queries and/or problems and facilitate participants transitioning through the steps of the certification and re-certification process. Refer to the Contact Us section at the beginning of this guide.

6.4.4.3 Invoice issued

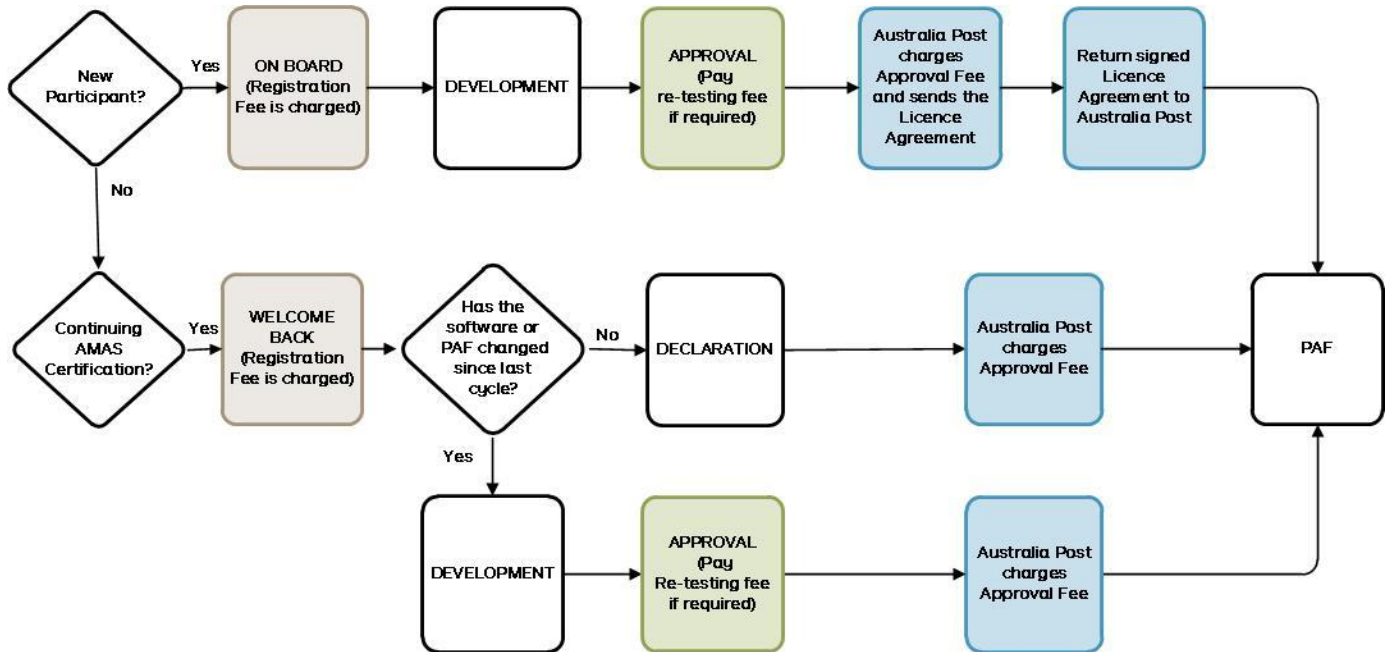
Once the approval tests have been passed, Australia Post will issue an invoice for the program fee. Payment of invoices is covered in the Payments Process section.

7 The payment process

Australia Post will issue invoices for payment and charge to participant's credit account at the relevant steps during the certification process. Participants will also be required to report on sales of their software and services throughout the year with the associated royalty fee details.

7.1 The Payment Process

The coloured boxes show the relevant steps for the payment process. There may be charges if additional testing is required to test any modifications during the annual AMAS cycle.



7.2 Fees

7.2.1 Registration Fee

The registration fee is required when participant would like to sign up and receive the PAF and associated data from Australia Post. Registration covers administration and provision of the data to the participant. The registration fee is paid on an annual basis regardless of the timing of registration that is there is no pro-rata fee available. Refer to the agreement for more information.

7.2.2 Certification Fee

The certification fee is required when a participant would like to develop AMAS address matching software. This fee covers the testing process and the associated test files as well as the right to use the Australia Post logo and promote their software as AMAS certified by Australia Post. Refer to your agreement for more information.

7.2.3 Re-testing Fee

The re-testing fee may be required if software has failed the approval process. This covers the retesting of the software to ensure it has met the required matching standards. Refer to your agreement for more information.

7.2.4 Other Fees

Other fees such as royalties apply to the sale of solutions services. These fees are set out in your agreement. Refer to the agreement for more information.

7.3 Payment Methods

The payment will be charged to Australia Post Credit Account and an invoice will be sent to the participant. Each invoice will include the related fees, amount and due date.

For any other payment enquiries or a need to discuss the invoiced amount, please contact your Australia Post Credit Management representative listed at the top of your invoice.

8 The PAF

The Postal Address File (PAF) is released to participants at key points during the certification process.

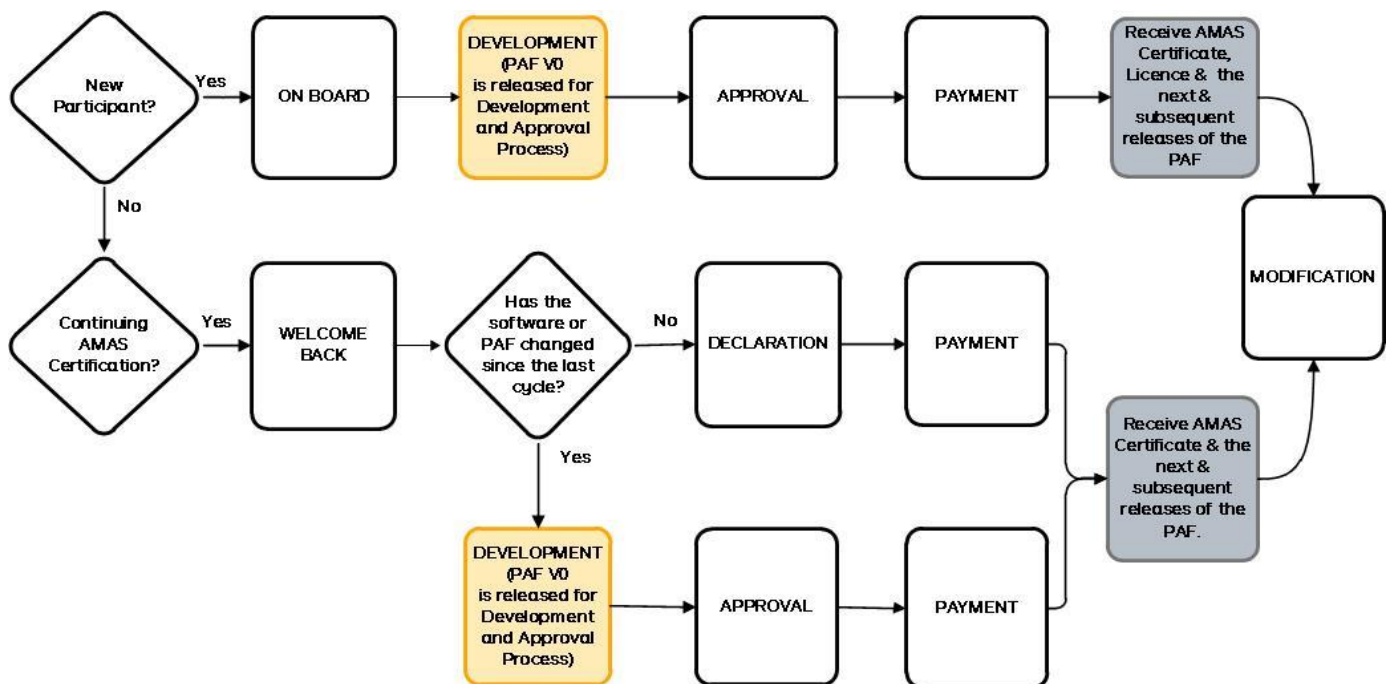
The development PAF is issued at the start of the cycle and to new participants who are developing software for the first time. This version of the PAF is designed for the purpose of software development only, and once the software has passed certification, a full and current version of the PAF is provided to the participant.

Australia Post continues to provide updated versions of the PAF to participants for their certified software at set release dates.

For more information, refer to the Australia Post Data Guide. This is a comprehensive guide to the PAF, file structures, technical specifications, release dates and distribution methods.

8.1 Provision of the PAF

The coloured boxes show the relevant steps where a participant will receive the PAF from Australia Post during and after certification process. The PAF will be received multiple times throughout the year according to the PAF update timetable the Australia Post Data Guide.



For full details refer to the information provided in the Australia Post Data Guide.

9 Making Modifications

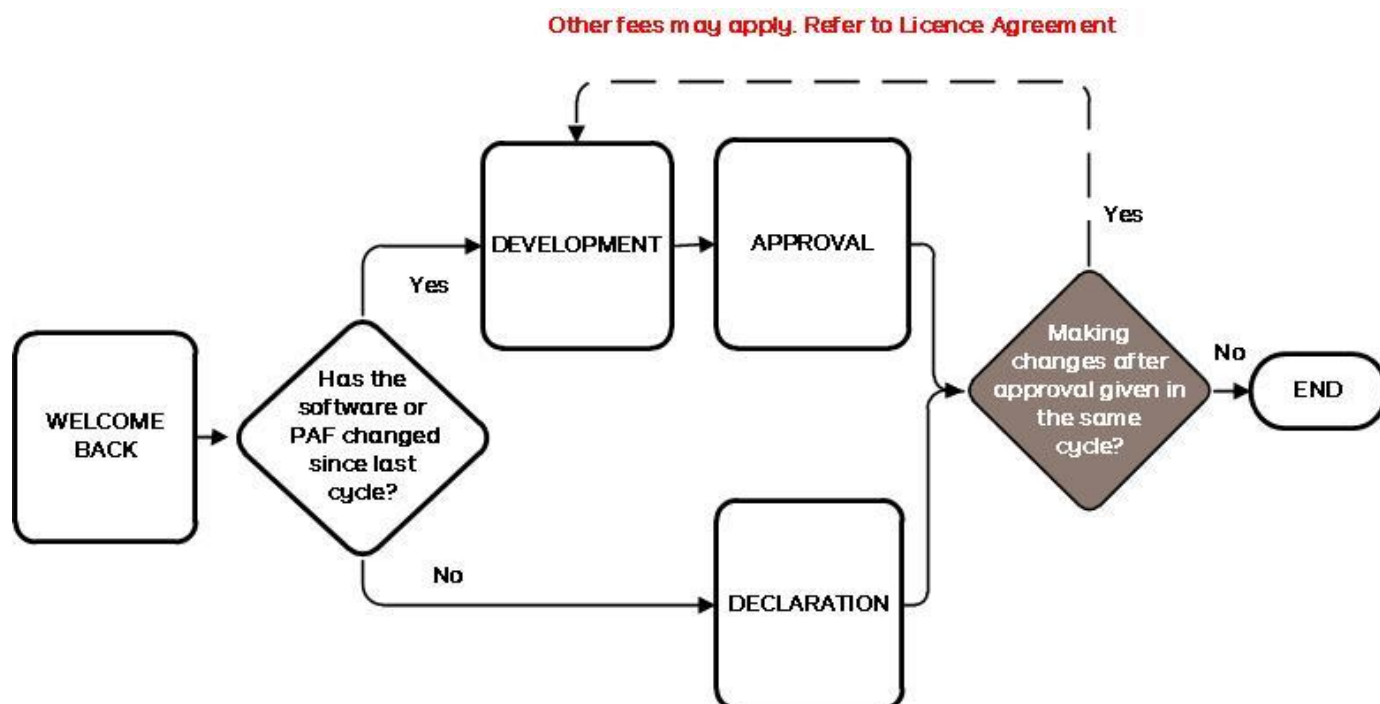
If changes are made to your software which has already been tested and approved within in the AMAS cycle, it must be retested in order to maintain AMAS certification.

For example, a participant may have their software is approved by Australia Post in September (in preparation for the coming year) with an AMAS certificate being issued. The participant may make changes to the software in March and will need to request another Approval Test File, pass the AMAS approval process and have a new certificate issued to maintain the software's' AMAS accreditation.

Note: fees may apply to re-testing software during the same AMAS cycle. Refer to the Data Services Agreement for further details.

9.1 The Modification Process

The coloured boxes show the relevant steps that relate to making modifications during an annual AMAS cycle. The modification process applies only after software is approved and changes are required. This step involves going back to the software development process, making changes to your software, performing the self-test before going through the approval process. Refer to the relevant sections of this guide for more details



Modification refers only to changes made within the same cycle after an approval has been granted.

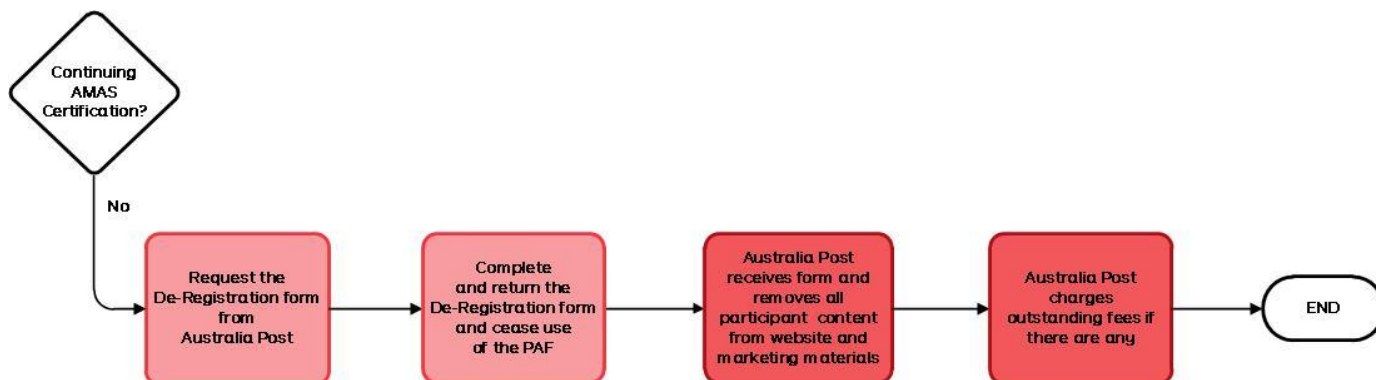
Re-approval test can be requested free of charge twice for each platform per AMAS cycle and a fee will be applied for each subsequent re-approval test for Modified software. Refer to the Data Services Agreement for more information.

10 The Termination Process

Should you no longer wish to maintain AMAS certification for your software, you will need to contact Australia Post for information on the termination process. Marketing support for software promotion will cease when a participant terminates and is no longer part of the program.

10.1 The Termination Process

The coloured show the relevant steps to terminating a participant's involvement in the AMAS Program.



10.2 De-Registration Form

If a participant no longer wishes to continue their software certification and use the PAF, they need to request a De-Registration Form and submit it to apdata.help@auspost.com.au for processing. This form is the formal notification to withdraw from the program and must be completed.

The de-registration form includes a declaration that the participant will cease to use the PAF for address matching software. It is also necessary to identify which PAF release will be the last issue used by the participant. The participant may terminate the Data Services Agreement according to the terms within the agreement.

10.3 Software Implications

Once the participant has ceased to be part of the AMAS Program, they are not permitted to sell the software product or promote the software using the AMAS certified branding. Specific details about terminating a licence with Australia Post are listed in the Data Services Agreement including details around fees and any other associated costs.

If the participant has downloaded the PAF from an online source, the participant must cease use of this file and destroy copies of the PAF immediately.

All marketing support including promotion through the Australia Post website of the participant and their software products will be removed at the termination of the Data Services Agreement. Access to the support services provided by apdata.help@auspost.com.au will also end at the termination of the agreement.

11 Support and Troubleshooting

Australia Post has a commitment to providing a quality service to its AMAS participants. The focus of the apdata.help@auspost.com.au team is to provide technical support and be the first point of contact for the majority of your technical queries and problems. This section also contains some FAQs to assist participants with basic troubleshooting.

11.1 General Support

11.1.1 apdata.help@auspost.com.au

The apdata.help@auspost.com.au team liaises with a variety of internal and external parties to provide support to participants. The major contacts are:

- AMAS Program Team
- The Address and Network Data Management Centre (ANDMC) as custodians of the Address Topology Location and Spatial (ATLAS)
- External Address issuing authorities, via the ANDMC team and AddressPost
- The Information Technology section of Australia Post involved in AMAS Program related software support and development
- The data product management team
- The related sections of Australia Post dealing with:
 - barcode printing (Barcode Quality Program)
 - lodgement of barcoded mail, lodgement validation of barcodes, and PreSort Letters Service
 - Marketing.

11.2 Marketing Support

11.2.1 The AMAS Logo

The AMAS Logo signifies that your address matching software has passed the quality standards of Australia Post. Once your software is approved by Australia Post, you are permitted to use the AMAS Logo as represented below.

It is important that the AMAS visual identity is presented in a unified and consistent way. Refer to the Data Services Agreement for full details on the use of the AMAS logo or contact apdata.help@auspost.com.au for more information.

11.2.2 Marketing Support

AMAS Product Summary Guide

As an AMAS Participant you receive the right to marketing support for your software by Australia Post, in various promotional activities. Contact apdata.help@auspost.com.au for more information.

The AMAS Product Summary Guide is promoted on the Australia Post website. It allows you to provide relevant details about your organisation and approved products for the benefit of companies interested in purchasing an AMAS approved product.

The AMAS Product Summary Guide is also made available to organisations looking for AMAS approved Address Matching software.

11.3 PAF Feedback

Australia Post uses a variety of sources and processes to determine what addresses should be added to the PAF. The sources include relationships with State Land Authorities and Councils and other organisations, mail received through our sorting equipment, postal delivery staff and comparison to our datasets.

Australia Post has developed quality control processes to manage, maintain and improve the information we provide through our commercial offering. Data is validated and verified against many different sources to ensure consistency and accuracy.

Address queries received from participants are included into the process though no guarantee is made on the results and time of changes. Future PAF releases may incorporate any resolved address queries and the latest address data.

In addition, Australia Post will hold forums from time to time with the aim to provide updates and create a cooperative environment where participating organisations share their ideas and experiences, issues, suggestions and comments.

12 Glossary

Term / Abbreviation	Description
Address and Network Data Management Centre (ANDMC)	Custodians of the to Address Topology Location and Spatial (ATLAS)
Address Issuing Authorities	Organisations that have the responsibility to issue addresses. For example, Local Council and Department of Land Authorities.
Address Matching Rules	Rules that must be followed when matching to addresses in the PAF, in order for answers to be scored as correct in the Approval Test.
Address Matching Software	Software that can match and correct addresses and has the capability of appending the correct Delivery Point Identifier (DPID) to each address record.
Address Topology Location and Spatial (ATLAS)	Australia Post's core addressing database
AM	Address Matching (as a prefix to AM Rules).
AMAS	Australia Post's Address Matching Approval System which is a system that evaluates and approves software based on the software's ability to validate, match and append the correct DPID.
AMAS Approved Software List	The AMAS Approved Software List provides participants with an advertising opportunity. AP will publish the information provided by participants about their software and post it on the Internet.
AMAS Certificate	The AMAS certificate is issued to participants upon passing the Approval Test. It provides evidence that the participant's software has passed the Approval Test. A certificate is given for each platform.
AMAS Cycle	Refer to AMAS Year.
Data Services Agreement	Agreement that outlines the terms and conditions of receiving and supplying PAF Data.
AMAS Logo	A logo that represents the AMAS Program. It signifies the participants' address matching software has passed the quality assurance standards of Australia Post.
AMAS Program Declaration & Recognised Software Information Form	A form to be filled in by participants at the time of testing, declaring that all results submitted to AMAS for evaluation for the formal approval process were obtained by using the Australia Post Postal Address File (PAF) in conjunction with their software. Further, those results were obtained without any extra manual or automated processing, except for the purpose of producing results in the format required for the formal approval test.
AMAS Year	The period commencing on January 1 st and expiring on December 31 st . These dates can be extended under various circumstances.
Amendable	Where address correction is required and a match is Expected.
AP	Australia Post
APCN	Australia Post Customer Number
Approval Test	Enables software developers to demonstrate the accuracy of their address matching software to Australia Post. This is required in order to gain AMAS approval.
Approval Test File (ATF)	A test file of randomised addresses supplied by Australia Post to the participants for the purpose of testing the participants' software in accordance with the AMAS approval testing process. This term is specific to Batch Testing.
Approved Address Format	The address format used in the PAF and any records with a value of V (V = Valid) from the code and/or synonym file are acceptable and can be returned in the appropriate answer field of the Approval Test File.
ASCII file	American Standard Code of Information Interchange File. The internal representation for storing information.
Australia Post's Address Presentation Standards	Standards which have been specifically developed for the "machine readable" addressing of small letters. It is recommended that they apply to all categories of mail, including hand addressed mail items.

Term / Abbreviation	Description
Barcode	A series of vertical lines of specific variety of lengths, used to represent numerical and alphabetical characters.
Barcode Quality Program (BQP)	The Barcode Quality Program (BQP) is a voluntary program designed to provide customers and vendors generating and printing barcodes the capability to measure the quality of their barcodes against the 4-State barcode specifications.
BAS	Batch Amendable Test Scoring (as a prefix to BAS Rules)
Batch Performance Summary Report	A report that gives a summary of results from an approval test.
Batch software	Software that accepts bulk data and manipulates them in accordance with the Address Matching Approval System (AMAS) Program rules.
BNS	Batch No Match Test Scoring (as a prefix to BNS Rules)
BVS	Batch Valid Test Scoring (as a prefix to BVS Rules)
Bypass	Not attempting to match an address in the Approval Test File.
CBQA	Customer Barcode Quality Assurance
CD	Compact Disk
CG	Conversion Guideline (as a prefix to CG Rules)
CMQP	Refer to Commercial MLOCR Quality Program
Code file	Contains details of acceptable and unacceptable representations of individual address components and forms part of the PAF. It is named Code.zip
Commercial MLOCR Quality Program (CMQP)	Australia Post's CMQP is a system that evaluates and approves Commercial MLOCR's based on the Commercial MLOCR's ability to validate, match and append the correct barcode.
CFM	Code File Matching (as a prefix to CFM Rules)
Customer	Refer to End User.
Customer Barcode Quality Assurance (CBQA)	Software used to test the content and print quality of 4-state barcodes against Post barcode specifications.
Delimiters	Characters used to separate fields.
Delivery Identifier (DID)	An eight-digit code identifying either an entire street, or an entire locality. Selectively populated.
Delivery Point Identifier (DPID)	An eight-digit code developed by Australia Post which enables each delivery point in Australia to be uniquely identified.
DPID	Refer to Delivery Point Identifier
End User	A third party licensed to use the Licensee Software and sub-licensed to use the PAF by or on behalf of the Licensee or otherwise authorised by the Licensee to use the PAF.
Error Report	A report that individually details all the errors for each incorrect test record contained in the returned Approval Test File.
Error Statistics Report	A report that details the error types in the returned Approval Test File
Exact Matching	The logical procedure to match an input address to the corresponding record in the PAF: The participants find the corresponding PAF record that has all the same elements as the input address
Flat Unit Type	The term used to generically describe Flats, Units, Apartments, Suites, Shops, and Offices
Floor Level Type	Descriptions used to identify the floor or level of a multi-storey building or complex
Geocode	A code that details the longitude and latitude of a particular place on the earth.
ICF	Refer to PAF Incremental Changes File (ICF)
ISO	The short name for the International Organisation for Standardisation
ISO 9001	AS/NZS ISO 9001. Quality system model for quality assurance in design/development, production, installation and servicing.
ITS	Information Technology Services Group of Australia Post

Term / Abbreviation	Description
Lot	Lot/section reference allocated to a property, recorded by the appropriate Government Department, during the sub-division of a particular parcel of land
LVR	Large Volume Receivers. A customer that has been assigned a unique postcode because of the volume of mail they receive.
Mail Houses	Organisations that provide bulk mail preparation and lodgement services.
MLOCR	Refer to Multi Line Optical Character Recognition
MMUA	Major Mail Users Australia Ltd
Multi Line Optical Character Recognition (MLOCR)	Mail sorting equipment which “reads” addresses on mail, identifies the DPID, sprays on an associated barcode and sorts the mail piece dependant on the DPID and a predetermined sort plan.
No Match	Where an address cannot be matched to the PAF after applying all the AMAS Program Address Matching Rules.
PAF Agreement	Agreement to supply the participants with the PAF to assist in developing and testing address matching and correction software subject to various terms and conditions.
PAF Incremental Changes File (ICF)	The file created by the AMAS Program containing DPIDs, action codes and indicators to indicate deleted addresses and changed address information for those DPIDs that have had some or all address components modified since the previous PAF.
PAF Update	The next issue of a PAF or an updated version of the PAF including deletions, additions and modifications of the addresses and the DPIDs incorporated within it and any other structural changes that Australia Post may make to the PAF.
Parsing (Address Parsing)	Breaking an address down into individual address components such as house number, street name, street suffix, locality, state, and postcode
Participants	Any organisations who have registered for the AMAS Program.
Performance Summary Report	Details the overall evaluation of the returned Approval Test File
POST	Australia Post.
Postage Meters	Modern franking machines that provide businesses with an innovative and convenient method by which postage for mail can be paid. Customers can access a comprehensive range of Australia Post services using a postage metre, including business services such as PreSort.
Postal Address File (PAF)	The database created by Australia Post containing Australian addresses in a correct address format, with their corresponding DPIDs.
Postal Delivery Types	Identification of a specific postal address, and the service number, if applicable. Eg, PO Box
Postcode	A four digit numeric code for a postal delivery area, usually aligned with placename, suburb or locality and in some circumstances a unique Postal Delivery Type
PPM	Primary Point Matching (as a prefix for PPM Rules).
PreSort Letters Service	A discount service for customers posting more than 300 mail pieces. To access the pre-sort service, mail must be barcoded and sorted before it is lodged at an Australia Post lodgement point.
QMS	AMAS Program Quality Management System
Quality Addressing	The process of altering incorrect addresses on other databases to accurately correspond to the correct address as held on the PAF.
Quality Management System (QMS)	Set of standards and procedures embedded within each relevant task performed by the AMAS Program team members
Quality Manual	The document stating the quality policy and describing the quality system (AS/NZS ISO 9001:2015).
Quality Policy	Policy for quality, including objectives for quality and the company’s commitment to quality, defined by management with executive responsibility. The quality policy is relevant to organisation’s goals and the expectations and needs of its customers (AS/NZS ISO 9001:2015).
RAAT	Rapid Approval Test

Term / Abbreviation	Description
RAATF	Rapid Approval Test File used to evaluate and approve Rapid Software. This term is specific to Rapid Testing.
Ranged Address	Signifies an address that includes a number range eg. 317-321
Rapid Software	Software that accepts an entire or partial address and then displays a list of possible address matches for manual selection, returning the standardised address and corresponding DPID
Registration Fee	The registration fee is a commitment to develop and use Australia Post Data, It is a flat fee is paid on an annual basis, and is a fixed fee, paid regardless of the time of year registration occurs.
SBAS	Sub-Licensee Batch Amendable Test Scoring (as a prefix to SBAS Rules)
SBNS	Sub-Licensee Batch No Match Test Scoring (as a prefix to SBNS Rules)
SBVS	Sub-Licensee Batch Valid Test Scoring (as a prefix to SBVS Rules)
Self Test File (STF)	A file that is designed to assist software developers to measure and self-diagnose the accuracy of their address matching logic.
SG	Standardisation Guideline (as a prefix to SG Rules)
SRTS	Sub-Licensee Rapid Test Scoring (as a prefix to SRTS Rules)
Standardisation	This process ensures only valid AMAS Program representations of address components are used in the address matching process.
State Types	The defined State or Territory in Australia (in abbreviated format).
SFM	Synonym File Matching (as a prefix to SFM Rules)
Supply and Licence Agreement for Australia Post's Postal Address File (PAF Agreement)	Refer to "PAF Agreement"
Synonym File	This file contains details of acceptable and unacceptable locality synonyms to aid in address matching. It forms part of the PAF and is named Synonym.zip
TB	Tie Breaking (as a prefix to TB Rules)
Unique Identifier or Key	This unique key, when carried in another file, allows data from the two files to be linked.
Validate	Compare customer data with the data in the PAF.

12.1 Barcoding

Search on auspost.com.au for additional information about barcoding.

Addresses appearing on Mail with a DPID based Barcode

Only an address that has been successfully matched through the AMAS software and contains a Locality name and Postcode may appear on a mail piece with its associated DPID based barcode. If the address has been modified through an address correction process, separate from an AMAS process, to enable a match to the PAF, the original address may not be used on a mail piece with the matched DPID. Only the address presented to the AMAS software or the relevant PAF address, may appear on the mail piece.