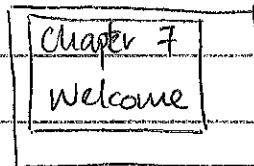


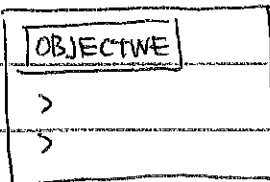
Chapter 7: Validating Addresses

Scene 1



- Welcome to chapter 7 of the TCEQ -----

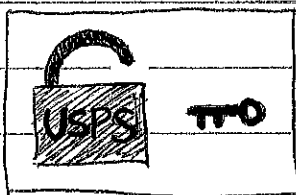
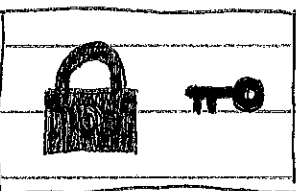
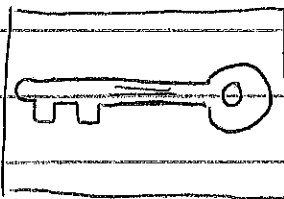
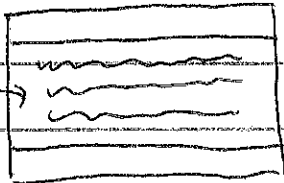
Scene 2



- The goal in this chapter is to ~~help~~ show you a defined process for verifying street / mailing address for a given Customer or Regulated Entity
- Be able to enter addresses into agency databases per agency data standards.

Scene 3

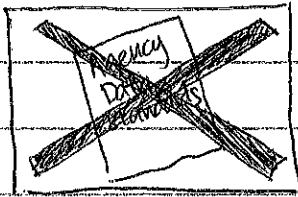
addresses →



- Addresses are key to our Agency's ability to contact the people we regulate. That is why 'Address Validation' is considered its own 'data standards'.

- The main source we will be using for the verification process is USPS. If you cannot verify the address, you will need to contact the Preparer of the Form or customer for additional information.

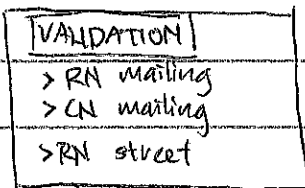
Scene 4



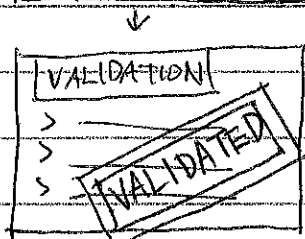
- The Agency 'Abbreviation' and 'Punctuation' standards we talked about earlier DO NOT apply to addresses which must be validated.

- The 'Abbreviation' and 'Punctuation' standards for these addresses are what is found in the US Postal Service website.

Scene 5

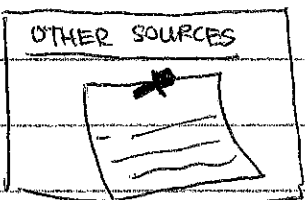


- The following addresses must be validated.



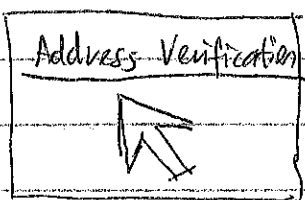
- Remember RN street address is the only address that can not be a PO Box, rural route, or other non-locational address.

Scene 6

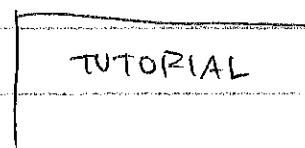


- If you verify the address through any other source other than USPS, you must put a note on the form that the address could not be validated by USPS. you will also need to send documentation (which we will talk about later) to the Central Registry.

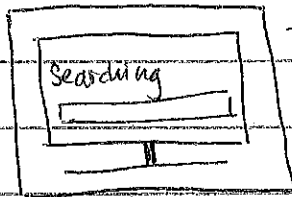
Scene 7



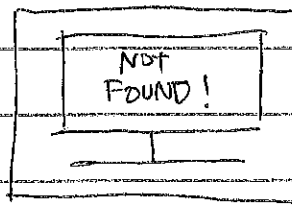
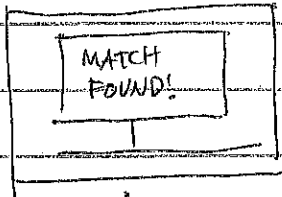
- The following scene we will show you some steps to verify address on USPS.com.



Scene 8

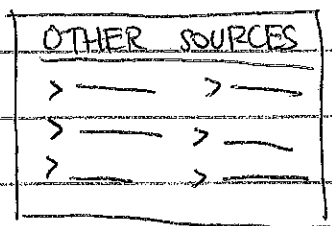


- If you find the address in USPS.com, make sure the database reads, letter per letter and abbreviation per abbreviation, like the address on the web site.



- If you don't find the address in USPS.com, near the address, note that it could not be found in USPS and consult other reliable sources.

Scene 9



- Other reliable sources include

- > mapquest.com
- > yellowpages.com
- > switchboard.com
- > whitepages.com

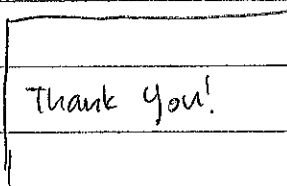
Scene 10



- If you can not find an address through the USPS or any other reliable sources, please contact the Preparer of the form or the Company.

Contact The Central Registry ——— if you have any questions.

Scene 11



- Thank you for watching -