



AUSTRALIA POST
BARCODE QUALITY PROGRAM (BQP)
REGISTRATION FORM

Please print with block letters.

Legal Name of Company: \_\_\_\_\_

Head Office: \_\_\_\_\_

Branch Office(s): \_\_\_\_\_

Mailing Address:
(Number & Street Name/PO Box)
(Suburb, State, Post Code)
\_\_\_\_\_

Primary Contact: Responsible for all BQP correspondence, policies, procedures.

Name of Signing Authority: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

Email: \_\_\_\_\_

Technical Contact: Responsible for all BQP technical correspondence, evaluation, information/inquiries, logic rules and programming issues/changes.

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

Title: \_\_\_\_\_

Telephone: \_\_\_\_\_ Facsimile: \_\_\_\_\_

Email: \_\_\_\_\_

What type of Statement of Capability are you applying for? (Please tick the relevant box/ boxes)

Barcode Content [ ]

Barcode Print [ ]

For Barcode Content – Statement of Capability

Please detail the name, version and platform of the product that you plan to have approved by BQP?

Table with 3 columns: Product, Version, Platform. Includes horizontal lines for data entry.

Please note each version and platform family needs to go through separate BQP Statement of Capability Tests. The current 'families' of platform are – Win&NT, UNIX&Solaris&Linux, AS400, and VMS&VSE.

For Barcode Print – Statement of Capability

Please detail the printer, model, font and version that you plan to have approved by BQP?

Table with 4 columns: Printer, Model, Font, Version. Includes horizontal lines for data entry.

Please note each font/printer combination needs to go through separate BQP Statement of Capability Tests.

By the lodgement of this registration form, I agree to the Terms and Conditions for the provision of the Barcode Quality Program.

Print Name Signature to approve registration Date

## **Terms & Conditions for the Provision of the Barcode Quality Program (BQP)**

### **Terms**

Australia Post agrees to provide the BQP Service to BQP Participants pursuant to these terms.

### **Interpretation**

For the purposes of these terms, except insofar as the context or subject matter otherwise indicates or requires:

"Australia Post" means the Australian Postal Corporation;

"4-State Customer Barcode Acceptance Criteria" means the acceptance criteria for customer barcodes as defined by Australia Post in the *Customer Barcoding Technical Specifications* document issued June, 1998;

"BQP Participant" means the recipient of the BQP Service, being the party having completed Australia Post's registration form for the Service;

"BQP Testing Material" means a test file of randomise business addresses, associated DPIDs, customer business information and customer barcode formats which has been supplied by Australia Post to the BQP Participant for the purpose of testing the BQP Participant's product in accordance with the BQP Testing process;

"BQP Testing" means the testing performed by the BQP Participant using the BQP Testing Material in order to gain either a Barcode Content – Statement of Capability or a Barcode Print – Statement of Capability;

"A Barcode Content – Statement of Capability" means that, based on the sample records provided to the BQP Participant, the BQP Participant's product has demonstrated the capability of generating 4-State barcode content, which meets Australia Post's current requirements as defined in the *Customer Barcoding Technical Specifications* document issued June, 1998;

"A Barcode Print – Statement of Capability" means that, based on the sample envelopes provided by the BQP Participant, the BQP Participant's product has demonstrated the capability of printing 4-State barcodes, using the specified printer/ font combination, which meets Australia Post's current requirements as defined in the *Customer Barcoding Technical Specifications* document issued June, 1998;

"Service" means the BQP program;

"Terms" means these Terms and Conditions of Service.

The words or phrases used in these Terms have the same meaning given to them in the Glossary of Terms situated at Appendix 9 of the Barcode Quality Program Guidelines ("the Guidelines").

### **1 General**

1.1 The Terms and Conditions are subject to change at Australia Post's discretion.

1.2 BQP Participants will be provided with a two month notice period of these changes.

1.3 A Barcode Content – Statement of Capability or a Barcode Print – Statement of Capability is valid from the date of issue and remains valid unless the 4-State Customer Barcode Technical specifications are changed.

### **2 Limitations**

2.1 The BQP Barcode Content – Statement of Capability tests whether the accuracy of information contained within the barcode has been correctly translated from the DPID and other input parameters.

2.2 The Barcode Content – Statement of Capability relates specifically to the BQP Participant's software/firmware product that has been BQP tested. The BQP Participant's product is tested against Australia Post's 4-State Barcode Acceptance Criteria. If there are changes to the BQP Participant's product or the 4-State Barcode Acceptance Criteria, Australia Post may require the BQP Participant to reapply for a Barcode Content – Statement of Capability.

2.3 The BQP Barcode Print – Statement of Capability tests whether the quality of barcodes printed by specific printing equipment configurations is capable of meeting Australia Post's 4-State Barcode Acceptance Criteria.

2.4 The Barcode Print – Statement of Capability relates specifically to the BQP Participant's printer/font configuration that has been BQP tested. The BQP Participant's product is tested against Australia Post's 4-State Barcode Acceptance Criteria. If there are changes to the printers or fonts or the 4-State Barcode Acceptance Criteria, Australia Post may require the BQP Participant to reapply for a Barcode Print – Statement of Capability.

2.5 It is important to bear in mind that the readability of a barcode can be adversely influenced by many extraneous factors that arise specific to a particular printing job. These factors may include the nature of the substrate, printing skew, type of ink, barcode position error, speed of printer, printer settings and the condition of the equipment. Therefore, the Barcode Print – Statement of Capability relates only to the sample that has been provided by the BQP Participant.

2.6 It should also be noted that, although passing Barcode Print – Statement of Capability testing procedures, Australia Post cannot warrant that barcoded letters generated by specific printer/font configurations will be guaranteed of acceptance by Australia Post at lodgement.

### **3 Intellectual Property Rights**

3.1 All intellectual property rights in the BQP Testing Material are and shall remain the property of Australia Post. Nothing in these Terms and Conditions shall operate as an assignment of any copyright or any other intellectual property that exists in the BQP Testing.

3.2 The BQP Participant shall notify Australia Post immediately if it becomes aware of any infringement, suspected infringement or alleged infringement of the intellectual property rights of Australia Post in the BQP Testing Material or if it becomes aware of any claim that the BQP Participant or its use by any BQP

Participant infringes the intellectual property rights of any person.

3.3 To the extent permitted by law, Australia Post hereby excludes all liability and warranties in relation to the provision by Australia Post of and the BQP Participant's use, reproduction or other dealing with the BQP Testing including without limitation, all liability relating to any claim that the BQP Testing Material infringes any intellectual property rights of any person. The BQP Participant acknowledges that Australia Post provides no warranty with respect to the accuracy or operation of the BQP Testing Material or to them being virus free or year 2000 compliant.

### **4 Indemnity and Disclaimer of Liability**

4.1 To the extent permitted by law, Australia Post, its employees, agents and subcontractors will not be liable to the BQP Participant for any loss or damage whatsoever suffered, or that may be suffered (including but not limited to direct and consequential loss) as a result of any act or omission by Australia Post, whether negligent or otherwise, in the performance of any duty, obligation or function under this Agreement or in any way arising out of it being a party to this Agreement, and the BQP Participant hereby releases Australia Post from any claim for any such loss or damage.

4.2 The BQP Participant indemnifies Australia Post, its employees, agents and subcontractors from and against all actions, claims and demands (including the cost of defending or settling any action, claim or demand) which may be instituted against Australia Post arising out of or in any way connected with a breach of these Terms and Conditions by the BQP Participant or any person whose acts or omissions the BQP Participant is vicariously liable.

4.3 The BQP Participant indemnifies Australia Post against any action, claim or demand by the BQP Participant, its employees, agents or contractors or personal representatives or dependents arising out of or in any way connected with the performance of these Terms.

### **5 No Reliance**

5.1 The BQP Participant warrants that it has not relied on any representation made by Australia Post (particularly in relation to any part of the BQP Testing capability) or upon any descriptions or illustrations or specifications contained in any document supplied by Australia Post.

5.2 The BQP Participant acknowledges and accepts that the BQP Testing Material may contain errors. The BQP Participant warrants that it does not rely on the BQP Testing Material being complete or error free.

5.3 If any provision of these Terms is held invalid, unenforceable or illegal for any reason, the Terms shall remain otherwise in full force apart from such provisions which shall be deemed deleted.

5.4 These Terms will be governed and construed according to the law of the jurisdiction specified in Victoria.