EXPRESS MAIL
UNITED STATES POSTAL SERVICE™

Express Mail Corporate Account Application

Scope of Service

The Express Mail Corporate Account enables customers to have the postage and fees for all Express Mail shipments, both domestic and international, withdrawn from one centrally-located account. Customers may deposit Express Mail shipments paid under a Corporate Account at any designated acceptance office, Express Mail collection box, give shipments to designated collection personnel, or call 1-800-222-1811 for pickup.

Express Mail Service

The United States Postal Service (Postal Service) is hereby requested to provide Express Mail Service under a Corporate Account subject to the provisions set forth below:

General Provisions

1. The Postal Service will assign an Express Mail Corporate Account number to be used on Express Mail shipments in lieu of affixing postage.

2. When an account is opened, the mailer must make an initial deposit of $250, or the total postage and fees expected during the first 4 weeks of account usage, whichever is higher. After that the minimum balance in the account must equal the average 1 week's postage and fees, or $100, whichever is higher.

3. Express Mail provided under a Corporate Account may be terminated by the Postal Service upon ten days written advance notice to the account holder at the address set forth below if for two consecutive postal accounting periods (approximately 2 months) the account holder fails to maintain the minimum balance required. A Corporate Account may be terminated by the Postal Service upon ten days written advance notice if the account remains inactive for three consecutive accounting periods, unless special circumstances warrant otherwise (e.g., a seasonal mailer). The account holder may terminate the Corporate Account by giving written notice to the Postal Service.

4. At the end of each postal accounting period, the Postal Service will provide a Corporate Account mailing statement showing the account's beginning and ending balances, deposits, total postage and fees deducted, and number of shipments with an itemized list of each mailed shipment.

Completed by Mailer *(Please print)*

Name _____

Title _____

Company Name _____

Address _____
(Include Apt./Suite No.)

City _____

State _____ ZIP + 4 _____

Telephone No. _____
(Area Code)

Signature _____ Date _____

UNITED STATES POSTAL SERVICE®

Accepted By *(Name)* _____
(U.S. Postal Service)

Title _____ Date _____

Address _____

City _____

State _____ ZIP + 4 _____