

Access Mail Customer Contact Information

We have the following contact(s) listed for your company. If there are any changes, please cross off the incorrect information and provide the new information. **Please fill in any missing information.** We also need a current \$0.00 meter strip to update our meter listing, required by the US Postal Service.

PLEASE RETURN THIS FORM TO YOUR DRIVER WHEN COMPLETED.

COMPANY INFORMATION:

NAME:

ADDRESS: ,

PHONE:

FAX:

WEBSITE:

MAILROOM INFORMATION:

CONTACT:

PHONE:

EMAIL:

SUPERVISOR/MANAGER INFORMATION:

CONTACT: [REDACTED]

PHONE: [REDACTED]

EMAIL: [REDACTED]

FINANCIAL/ACCOUNTING/CONTRACT INFORMATION:

CONTACT: [REDACTED]

PHONE: [REDACTED]

EMAIL: [REDACTED]

OFFICIAL USPS INFORMATION:

MAILER CRID:

MAILER MID:

NCOALINK PAF: -

PLEASE PASTE A \$0.00 METER STRIP BELOW FOR EACH METER. IF MORE THAN 2 METERS, PLEASE PLACE ADDITIONAL METER STRIPS ON THE BACK OF THIS SHEET. THANK YOU!