



# PresortXtra

## Customer Pickup Form

Company: _____	Serial #: _____
Address: _____	Meter model #: _____
_____	

Contact Name: \_\_\_\_\_ Contact Phone #: \_\_\_\_\_  
First / Last Name

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

**Reminders!**

- Did you meter your mail \$0.414 for 1 ounce or \$0.539 for 2 ounce, or \$0.664 for 3 ounce?
- Did you advance the date to tomorrow's date/next business day?
- Did you add the **Presort First Class** inscription?
- Did you apply your Drop Shipment Authorization, if required?

Pickup Date: \_\_\_\_/\_\_\_\_/\_\_\_\_                      Meter Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Mail Class	# of Pieces	# of Trays
First Class 1, 2 and 3 oz. Mail		

**Mail Custody Log**

Received By	# of Trays	Time	Counter-party Validation