



DFWorks[®] Postal Manifesting Module

Automated Postal Documentation for Mixed-Weight First-Class Mail[®]



Optimize postage savings and productivity with consolidated mixed-weight mailings.

Today, a growing number of companies are enjoying postage discounts by eliminating or reducing sortation steps at United States Postal Service® (USPS®) processing centers.

If you're a high-volume mailer, you may qualify for significant savings by presorting and consolidating your machineable First-Class Mail® – before it hits the post office.

You'll be able to manage the complete mail manifest cycle, including:

- Mail that has been electronically presorted
- Mail piece data collection
- Data storage
- USPS® rules verification
- Report generation

Preview reports and adjust for optimum discounts

The system is configured to create itemized reports that list each unique piece within a group in ascending order along with floating batch reports that list only the identification numbers of the first and last pieces in a group.

DFWorks® Postal Manifesting can be used to create test or “model” manifests for your mailings. This allows you to examine expenditures and identify opportunities for greater discounts by re-grouping trays or pieces before finalizing the paperwork. In multi-station, networked environments, mail runs can be completed, staged and then combined to improve ZIP Code® densities and postal discounts.

Get convenient, automatic rate change updates

DFWorks® Postal Manifesting keeps pace with the latest USPS® rate changes and label requirement updates.

Several mail processing options such as sorting equipment, presort service bureaus and presorting software are available. But which solution can help your enterprise achieve the deepest discounts?

If your organization processes mixed-weight mail pieces, the DFWorks® Postal Manifesting Module from Pitney Bowes may be the best solution for you. It's an automated postal documentation system that integrates easily in production environments and lets you process all your First-Class Mail® through one system. Postal Manifesting can help you:

- Reduce production and mailing costs
- Assure compliance with USPS® regulations
- Improve accountability for mail expenditures



Create Test or "Model" Manifests Before Finalizing Your Documentation

Select File, Host Sorts and Trays View Selected Trays Mailing Date and Other Options

Host Sort: ALL File: ALL

Remove All Trays in Host Sort Remove All Trays in File

Remove Trays from Manifest

<input type="checkbox"/>	Tray Number	Host Sort	File	Input Time	Destination	Processing Category	Sortation Level	Sequence Start	Sequence End	Tray Size	Percent Complete	No. Of Pieces	Mailing Date	No. Invalid Pieces
<input type="checkbox"/>	0028	6950067VZ	01569087	04/08/2004 01:26:53 AM	10550	AL	CRD	M709#3087	M709#3171	1	N/A	85	04/08/2004	0
<input type="checkbox"/>	0029	6950067VZ	01569087	04/08/2004 01:26:53 AM	10550	AL	CRD	M709#3356	M709#3457	1	N/A	102	04/08/2004	0
<input type="checkbox"/>	0030	7450067VZ	01574087	04/08/2004 06:41:34 AM	10032	AL	CRD	M709#3226	M709#3313	1	N/A	89	04/08/2004	0
<input type="checkbox"/>	0030	6950067VZ	01569087	04/08/2004 01:26:53 AM	10550	AL	CRD	M709#3458	M709#3544	1	N/A	87	04/08/2004	0
<input type="checkbox"/>	0031	7450067VZ	01574087	04/08/2004 06:41:34 AM	10032	AL	CRD	M709#3314	M709#3414	1	N/A	101	04/08/2004	0
<input type="checkbox"/>	0031	6950067VZ	01569087	04/08/2004 01:26:53 AM	10550	AL	CRD	M709#3545	M709#3633	1	N/A	89	04/08/2004	0

Remove Trays from Manifest

Create Manifest Cancel

Identify opportunities for greater discounts by adding or removing trays or pieces

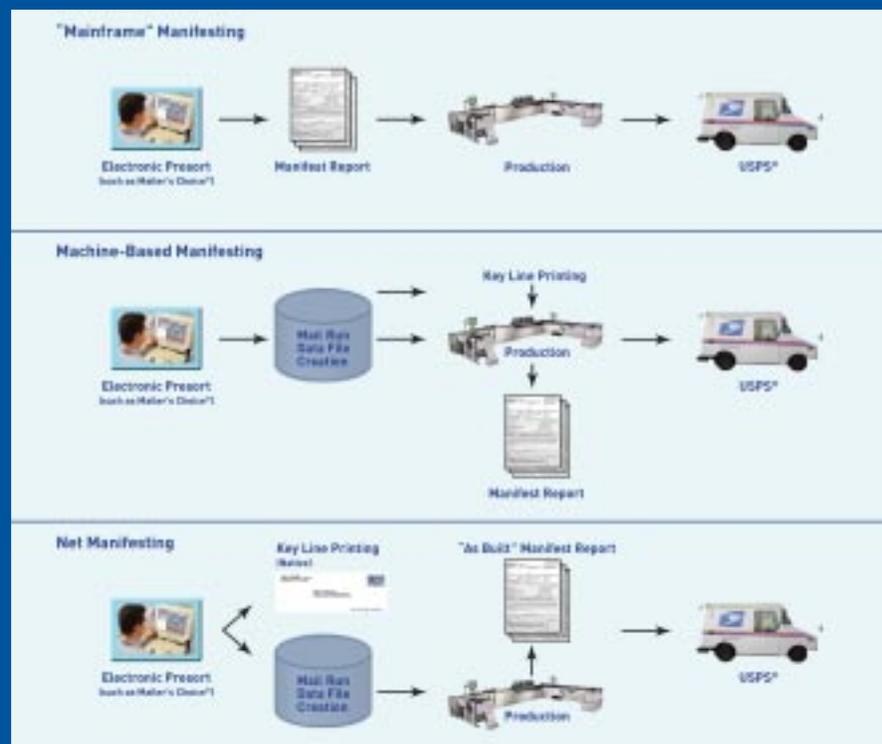
Our support services automatically download and invoke new postal rate tables and schedules so when new rates go into effect, they are applied without disrupting production. This helps ensure your enterprise stays in compliance.

Multiple types of manifesting – and savings

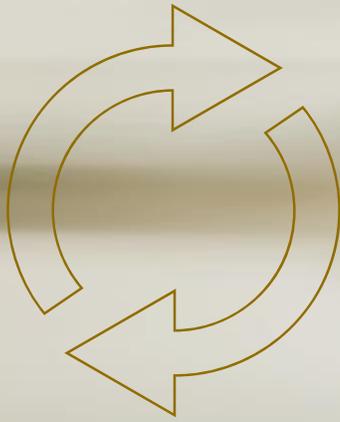
The DFWorks® platform supports both machine and net-based manifesting configurations to fit within a variety of production environments.

Our consultants can help you evaluate jobs, equipment, manpower, workflow and mailing deadlines to identify the most suitable configuration.

Manifesting Production Configurations



Three configurations can help speed production and reduce mailing costs



DFWorks® Solutions

Postal Manifesting can run independently or be combined with additional modules offered in the DFWorks® suite of intelligent document factory solutions. These DFWorks® solutions help businesses:

- Provide visibility to mail pieces, including contents, to clients and line-of-business stakeholders
- Track jobs and workflow to achieve key deliverables, including service-level agreements
- Measure and manage productivity and quality to Six Sigma® practices
- View real-time mail piece status during production, compare historical information and generate reports
- Create reports and graphs on mail finishing equipment and labor
- Manage postage accounting, funds used in metering and postal documentation associated with mailings



Engineering the flow of communication™

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Pitney Bowes provides the most comprehensive postal evidencing solutions in the industry.

Call us today at 877.536.2736 for more information on this exciting new DFWorks® solution.

Pitney Bowes is an expert in **Engineering the Flow of Communication™** with end-to-end integrated mail solutions. Our leading-edge hardware, software and services can help you grow revenue, cut costs and strengthen customer loyalty, to drive your long-term profitability.

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