



neopost

WE VALUE YOUR MAIL

# **DATA SYSTEMS** **AUTOMATED EFFICIENCY** **FOR SHIPPING, RECEIVING** **AND MAIL ACCOUNTING**

Managing costs, tracking deliveries and controlling mailroom expenses are simple with Neopost data management systems.



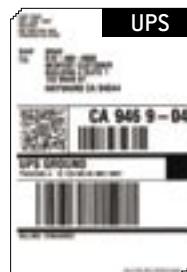
# DATA SYSTEMS

## THE INNOVATIVE SOLUTION FOR AUTOMATED EFFICIENCY

Are your costs going out the door with your packages and mail? Neopost Data Systems are the simple solution for:

- automating shipping, receiving and mailing operations
- increasing efficiency, speed and accuracy
- tracking, consolidating, reporting and managing shipping and mailing costs

### NEOPOST MULTI-CARRIER SHIPPING SYSTEMS



### TAKE ADVANTAGE OF MULTIPLE CARRIER COMPETITION TO REDUCE SHIPPING RATES AND INCREASE OPTIONS FOR SERVICE EFFICIENCY

There is no business process that is more mission-critical than shipping important packages, and doing it efficiently and cost effectively is essential. Neopost Multi-Carrier Shipping Systems help reduce costs by:

- taking advantage of the lowest rate and best available carrier delivery service for each package you send
- making operator training easier via a single user interface for all carriers
- printing carrier compliant barcoded shipping labels automatically
- tracking the delivery status of multiple carriers from a single screen

### INCREASE EFFICIENCY WITH ACCURATE TRACKING, REPORTING AND DATA MANAGEMENT

With a Neopost shipping system, you can collect and convert shipping data into powerful reports that help drive operational efficiencies now and in the future

- arming you with the knowledge to negotiate the best rates across all your carriers
- archive every shipping transaction and organize data to identify high cost areas or streamline processes
- facilitate carrier invoice reconciliation and departmental chargeback accounting



## PARCEL RECEIVING AND TRACKING SYSTEMS



### WHERE'S MY PACKAGE? NEOTRAK™ HAS THE ANSWER

What happens to your parcels and overnight packages after the carrier delivers them to your mailroom? With NeoTrak™, you can track a package internally from the time it's received in the mailroom to the time it's delivered to the intended recipient. Ensure that important deliveries make it to their destination on time and confirm delivery with a digital record of receipt.

### INCREASE DELIVERY ACCURACY OF IMPORTANT MAIL, TRACK THE MOVEMENT OF ITEMS THROUGHOUT A FACILITY, AUTOMATE THE PROCESS OF MANUALLY LOGGING IN PACKAGES

Your company relies on your mailroom to get important inbound parcels, letters and documents to their destination swiftly, accurately and reliably. Now you can deliver on that promise every time. With NeoTrak™, you can:

- automate the receiving process from arrival to delivery and beyond
- create an electronic proof-of-delivery record for packages or documents received from multiple carriers, accessible at your desktop computer - 24/7
- reduce operational costs by eliminating staff time to find lost or delayed deliveries
- send email alerts to notify recipients of an important package arriving into the mailroom
- track the intra-facility movement of valuable items such as files, office equipment, computers, visitors

# DATA SYSTEMS

## THE INNOVATIVE SOLUTION FOR AUTOMATED EFFICIENCY

### NEOPOST POSTAL ACCOUNTING SYSTEMS



#### REDUCE YOUR MAILING COSTS WITH AUTOMATED DATA TRACKING, REPORTING AND RECONCILIATION FROM NEOPOST

Postage is one of the largest corporate expenses, and if left unchecked, can quickly become an accounting nightmare. Neopost postal accounting systems help alleviate overhead drain by closely monitoring, recording and reporting on all postal expenditures.

- track postage expenditures against pre-established cost center budgets
- charge back all postage costs to an unlimited number of department codes
- validate accounts prior to processing transactions to ensure proper posting
- consolidate postal accounting data from multiple mailing systems into a single report
- transfer mailroom overhead costs to originating departments by adding a handling fee onto each mail piece

#### COLLECT AND MANAGE MAILING DATA FOR ACCURATE REPORTING & ACCOUNTING

Information is the currency of business efficiency. By consolidating all your mailing and shipping data into a central database, your company can view enterprise-wide mailing costs along with detailed reports on every department's expenditures.

- consolidate data from multiple mail machines and shipping workstations
- identify high cost areas and implement business rules to control
- provide detailed reporting of all mailing and shipping costs within customizable summary reports to accounting or department managers
- export report files automatically to a spreadsheet or existing internal accounting system

#### WHY CHOOSE NEOPOST

Neopost is a leading worldwide provider of mailing and logistics solutions. Our innovative products and services bring simplicity and efficiency to your complete mailing process to make your business run more effectively.



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