

EXAMPLE OF CHECK TO PAY FOR POSTAGE:

COMPANY NAME

Check No.

Address

City, State zip

Pay to The Order of: **The United States Postal Service** \$0.000

Zero Dollars and no cents DOLLARS

Memo: **POC Account # xxxxxxxx**

SIGNATURE

To ensure proper delivery and deposit of your payment:

1. Please verify that the address you are mailing the check to be correct.
2. Make checks payable to the United States Postal Service.
3. Put your Postage-On-Call account # in the memo section/face of the check.

NOT THE CHECK STUB!

If your checks are printed by computer without your Postage-On-Call # you can hand write your account # on your check.

For Frequently Asked Questions or to access your account information please visit our website: www.neopostinc.com

Click on postage-on-call. Then click on FAQ for address info. And other questions often asked by customers. Or please give us a call @ (800) 867-3738. Representatives will be glad to assist you.