

New Basic and Premium Unaddressed Admail

Revised: November, 2008

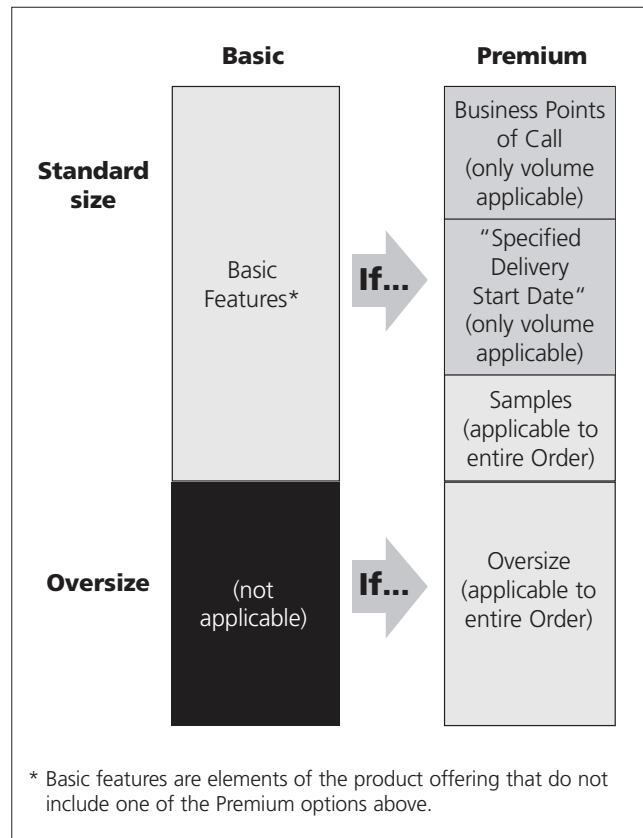
Effective January 12, 2009, we will be introducing two categories for the Unaddressed Admail™ offering; “**Basic**” and “**Premium**”.

The **Basic** category includes Unaddressed Admail items that are:

- Printed matter
- Targeted to residential points of call (including houses, apartments and farms)
- Standard in size up to 30.50 cm and 15.24 cm (12"x 6")
- Selected as “Upon Receipt” delivery option

The **Premium** category includes the characteristics within the “Basic” category and any of the following Premium features:

- Targeting Business Points of Call
- “Specified Delivery Start Date” mailings
- Non-printed matter such as product samples
- Delivery of Oversize items (see below)



Features available with Premium Unaddressed Admail:

Business Points of Call

A point of call category that includes buildings and structures where the primary activity is commercial, industrial or institutional.

“Specified Delivery Start Date” mailings

When a Customer specifies the date when delivery will start (see reverse side for more information).

Samples

A Sample consists of non-printed matter, or a trial size portion of an actual product. It may be distributed on its own, attached or enclosed in an envelope with printed matter.

Oversize

Consists of items measuring between 30.50 cm and 15.24 cm (12"x 6") and up to 30.50 cm and 22.85 cm (12"x 9") for Letter Carrier delivery; and consists of items measuring between 30.50 cm and 15.24 cm (12"x 6") and up to 35.56 cm and 28 cm (14"x 11") for Non-Letter Carrier delivery.

Comparing “Specified Delivery Start Date” to “Upon Receipt” Mailings

Mailing is deposited:	“Specified Delivery Start Date”	“Upon Receipt”
At a Delivery Installation responsible for local delivery in an urban centre	Customers must deposit their mailing no later than 11:00 a.m. on the day prior to the specified delivery start date. Mailings cannot be deposited earlier than 72 hours (3 Business Days) prior to the delivery start date.*	Mailings deposited by 11:00 a.m. may be delivered the next business day. Mailings received after 11:00 a.m. will result in the delivery beginning the second business day after the deposit of the mailing.
At a Non-Letter Carrier office for local delivery (including corporate offices and depots approved to accept Unaddressed Admail)	Customers may deposit their mailing during regular deposit location hours on the business day prior to the delivery start date. Mailings cannot be deposited earlier than 72 hours (3 Business Days) prior to the delivery start date.*	Mail delivery may begin on the next business day.
At a Drop-off location for Canada Post to transport nationally or regionally to local Delivery Installations	Customers can deposit their mailing as determined by the number of business days required by Canada Post Service Standards to meet the delivery start date. Mailings cannot be deposited earlier than 48 hours prior to the determined deposit date.*	Mailings deposited by 11:00 a.m. may be delivered the next business day. Mailings received after 11:00 a.m. will result in the delivery beginning the second business day after the deposit of the mailing.

* **Note:** The delivery start date as indicated on the Order (*Statement of Mailing*) will be adjusted to “Upon Receipt” delivery for all mailings deposited earlier or later than the required times as indicated above.

Customers may deposit mailings that include a portion for local delivery and the remaining portion requiring transportation. However, they must be prepared in separate bag(s), Customer supplied container(s), monotainer(s), or pallet(s) when applicable.

