

EFFECTIVE IMMEDIATELY

To whom it may concern,

All PO's and vouchers MUST have one of the following or will be delayed or rejected.

1. Account number (Pitney Bowes BPN#) or Purchase Power
2. Invoice number
3. Model and serial number of your postage meter.

Purchase orders should be mailed to the below address or emailed to Hope.Lax@pb.com

2225 American Dr.
Attn: Hope Lax
Neenah, WI. 54956

Supply Orders or quotes needed email aptsupplyfax@pb.com

Thank you for your cooperation

Hope Lax
Centralized Account Management Government
Client Operations, North America

T+1 877213-7292 x 249
Hope.Lax@pb.com
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Pitney Bowes
2225 American Dr
Neenah, WI 54956