



FirstClass Presort Questionnaire

CLIENT: _____
JOB #: _____
JOB DESC: _____

Please complete this form accurately, as we will be setting up the presort based upon your responses. Be sure to answer all of the questions. Should you have any questions, feel free to contact Tom Coffin at Anchor (631) 293-6100 ext. 332. If the results of the Presort are incorrect due to inaccurate instructions, we may have to re-run the Presort, which may add considerable time and expense to the project.

1. MAIL TYPE

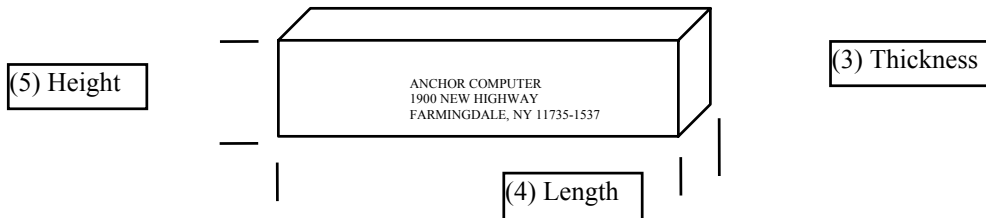
A. Is this a *First Class Presort*? **YES NO**

B. Please *circle one*:

- | | | |
|-----------------------------|---------------------|-------------------------|
| (F) FLAT | (L) LETTER | (M) MACHINABLE |
| (I) IRREGULAR PARCEL | (P) POSTCARD | (D) DBL POSTCARD |

2. PIECE ATTRIBUTES

A. The following physical mail piece characteristics must be filled out in their entirety. The presort cannot be started without this information. The physical dimensions are critical in determining the qualifications.



(1) PIECE ID	_____	_____	_____	_____
(2) Weight	_____ oz./lb.	_____ oz./lb.	_____ oz./lb.	_____ oz./lb.
(3) Thickness	_____ in.	_____ in.	_____ in.	_____ in.
(4) Length	_____ in.	_____ in.	_____ in.	_____ in.
(5) Height	_____ in.	_____ in.	_____ in.	_____ in.

B. Is the mail piece a *Standard Size*? **YES NO**

C. Is the mail piece *Automation Compatible*? **YES NO**

3. QUALIFICATION

A. Do you want a *Carrier Route Sortation*? **YES NO**

B. Do you want *Automation Discounts*? **YES NO**

(ONLY IF YOU ANSWERED YES TO QUESTION 2.C)

C. If your mail piece is a *LETTER* do you want *Upgradable Qualification*? **YES NO**

(ONLY IF YOU ANSWERED YES TO QUESTION 2.C)



FirstClass Presort Questionnaire

CLIENT: _____
JOB #: _____
JOB DESC: _____

ATTACHMENT A - - BMC TABLE

01	01152	BMC SPRINGFIELD, MA	010-067, 120-123, 128-129	
02	07097	BMC NEW JERSEY, NJ	005, 068-069, 070-079, 085-098, 100-119, 124-127, 340	
03	19116	BMC PHILADELPHIA, PA	080-084, 137-139, 169-199	
04	14240	ASF BUFFALO, NY	130-136, 140-149	
05	15095	BMC PITTSBURGH, PA	150-168, 260-266, 439-447	
06	20790	BMC WASHINGTON, DC	200-212, 214-239, 244, 254, 267-268	
07	27495	BMC GREENSBORO, NC	240-243, 245-249, 270-297, 376	
08	45235	BMC CINCINNATI, OH	250-253, 255-259, 400-418, 421-422, 425-427, 430-433, 437-438, 448-462, 469-474	
09	30369	BMC ATLANTA, GA	298, 300-312, 317-319, 350-352, 354-368, 373-374, 377-379, 399	
10	32099	BMC JACKSONVILLE, FL	299, 313-316, 320-339, 341-342, 344, 346-347, 349	
11	38136	BMC MEMPHIS, TN	369-372, 375, 380-397, 700-701, 703-705, 707-708, 713-714, 716-717, 719-729	
12	63042	BMC ST LOUIS, MO	420, 423-424, 475-479, 614-620, 622-631, 633-639	
13	48101	BMC DETROIT, MI	434-436, 465-468, 480-497	
14	60130	BMC CHICAGO, IL	463-464, 530-532, 534-535, 537-539, 600-611, 613	
15	55121	BMC MPLS/ST PAUL, MN	498-499, 540-551, 553-564, 566	
16	50395	BMC DES MOINES, IA	500-516, 520-528, 612, 680-681, 683-689	
17	58102	ASF FARGO, ND	565, 567, 580-588	
18	57101	ASF SIOUX FALLS, SD	570-577	
19	59101	ASF BILLINGS, MT	590-599, 821	
20	66106	BMC KANSAS CITY, KS	640-641, 644-658, 660-662, 664-679, 739	
21	80217	BMC DENVER, CO	690-693, 800-816, 820, 822-831	
22	75398	BMC DALLAS, TX	706, 710-712, 718, 733, 747, 750-799, 885	
23	73119	ASF OKLAHOMA CITY, OK	730-731, 734-738, 740-741, 743-746, 748-749	
24	84199	ASF SALT LAKE CITY, UT	832-834, 836-837, 840-847, 898, 979	
25	85026	ASF PHOENIX, AZ	850, 852-853, 855-857, 859-860, 863-864	
26	87101	ASF ALBUQUERQUE, NM	865, 870-875, 877-884	
27	90201	BMC LOS ANGELES, CA	889-891, 893, 900-908, 910-928, 930-935	
28	94804	BMC SAN FRANCISCO, CA	894-895, 897, 936-966	
29	98003	BMC SEATTLE, WA	835, 838, 970-978, 980-986, 988-994	
99				

UPDATED 01/04/01