

A. Business Case

1. Company Name		2. Date (MM/DD/YYYY)	
3. Company Address (Number, street, suite, etc.)		4. City	5. State
		6. ZIP+4®	
7. Company Telephone No. (include area code and extension),		8. Company Contact Name	
9. USPS® Sales Representative	10. Telephone No. (include area code)	11. Email address	
12. BSN Representative	13. Telephone No. (include area code)	14. Email address	
15. OIS Representative	16. Telephone No. (include area code)	17. Email address	

B. Background Information

18. Describe Company/Industry (manufacturing, sales, trade group, non-profit)

19. What does company ship?

20. Is the company currently using US Postal Service™ as package delivery service provider?
 Yes No

21. If yes, what was Express Mail® and Priority Mail® service revenue and approximate volume total last year?
 R _____ V _____

22. Current percentage of company's package delivery business and other package delivery service that providers(s) company currently uses?
 _____ %

23. Is the company (or parent/sister companies) currently participating in US Postal Service Expedited Packaging Program?
 Yes No

24. What other package delivery service provider(s) does the company currently use? (List)

25. What is the company's growth rate?
 _____ %

26. How long have you been in the sales cycle with this company? (Please check as appropriate)
 Less than 1 year ___ 1 to 2 years ___ 2 to 3 years ___ More than 3 years ___

C. Business Opportunity

27. Potential Annual volume = \$ _____ Average Revenue Per Piece = \$ _____ Potential Annual Revenue = \$ _____

28. Percentage of company's package delivery business USPS will have if sale is closed?
 _____ %

29. What is the company's anticipated packaging cost savings using US Postal Service packaging supplies?
 \$ _____

30. Comments/Notes:

Specialized Business Case Order Form

31. Priority Mail Boxes				
		Dimensions	Pallet Quantity	# of Pallets
#1	<input type="checkbox"/>	11 3/16 X 8 9/16 X 2	1,400	_____
#2	<input type="checkbox"/>	5 X 7 1/2 X 1 1/2	2,100	_____
#3	<input type="checkbox"/>	12 X 9 X 3 1/2	900	_____
#4	<input type="checkbox"/>	6 X 6 X 6	1,980	_____
#5	<input type="checkbox"/>	12 X 10 X 4	700	_____
#6	<input type="checkbox"/>	10 X 10 X 8	700	_____
#7	<input type="checkbox"/>	12 X 12 X 8	700	_____
#8	<input type="checkbox"/>	14 X 14 X 6	525	_____
#9	<input type="checkbox"/>	7 3/4 X 5 5/8 X 2 1/2	1,980	_____
#10	<input type="checkbox"/>	8 3/4 X 11 3/4 X 1 1/2	1,400	_____
#11	<input type="checkbox"/>	10 X 8 X 6	1,200	_____
#12	<input type="checkbox"/>	5 X 5 X 5	2,240	_____
#13	<input type="checkbox"/>	9 X 7 X 4	1,750	_____
#14	<input type="checkbox"/>	11 X 8 X 4	1,400	_____
#15	<input type="checkbox"/>	12 X 9 X 7	1,050	_____
#16	<input type="checkbox"/>	13 X 11 X 5	875	_____
#17	<input type="checkbox"/>	19 X 12 X 4	525	_____
#18	<input type="checkbox"/>	10 X 6 X 5	1,750	_____
#19	<input type="checkbox"/>	48 X 7 Triangle Tube	400	_____

32. Priority Mail Tyvek® Envelopes				
		Dimensions	Pallet Quantity	# of Pallets
#1	<input type="checkbox"/>	9 X 12	22,500	_____
#2	<input type="checkbox"/>	9 X 12 Bubble	3,840	_____
#3	<input type="checkbox"/>	11 5/8 X 15 1/8 Bubble	2,240	_____
#5	<input type="checkbox"/>	14 X 17 1/4	9,000	_____
#7	<input type="checkbox"/>	16 X 23	6,000	_____

33. Expedited Packing Tape				
		Dimensions	Rolls/ Carton	# of Rolls
Priority Mail® 106A	<input type="checkbox"/>	2" wide X 543'	24	_____
Express Mail® 119	<input type="checkbox"/>	2" wide X 543'	24	_____

I understand that Express Mail and Priority Mail packaging is the property of the United States Postal Service® and is provided solely for the use in sending Express Mail and Priority Mail. Misuse may be a violation of federal law.

34. Company Representative Signature and Title

35. eBay Requisition Number

36. Inquiries to : Beverly.Urban@usps.gov
Telephone No. 202-268-2533
(Orders must be attached to an eBay)

37. USPS Sales Representative/ Sales Specialist

38. USPS Sales Representative/ Telephone No. (include area code)

39. USPS Sales Representative/ Cell Phone No. (include area code and extension)

40. USPS Sales Representative Email Address

41. Company Name

42. Customer Contact at Delivery Address

43. Customer Telephone No. at Delivery Address (include area code)

44. Company Delivery Address (provide complete street address; number, street, city, state and ZIP + 4)

45. Provide any special instructions or directions.

IT IS THE RESPONSIBILITY OF THE CUSTOMER TO UNLOAD THE TRUCK UPON ARRIVAL.

46. Does customer have loading dock that will accept tractor trailer? Yes No

47. Are there any length or height restrictions? Yes No

48. If yes, please describe loading dock restrictions or conditions (required if yes)

49. Does customer have fork lift or power jack? Yes No

50. Does customer have the necessary required storage space? Yes No

The Postal Service™ reserves the right to discontinue providing Specialized Packaging if the minimum annual revenue criteria of \$50,000 has not been met.

51. Current FY Revenue for Specialized Packaging _____
Data Source _____

Allow 4 to 6 weeks for delivery of all Postal Service products.

Company Contact Revenue Sheet (company contact information on the left, USPS contact information on the right)

52. Company Name	53. Date (MM/DD/YYYY)
54. Company Contact	55. USPS Office
56. Company Telephone No. (include area code, and extension if appropriate)	57. USPS Contact
58. Company Contact Cell Phone No. (include area code)	59. USPS Telephone No. (include area code, and extension if appropriate)
60. Company Contact Email	61. USPS Cell Phone No. (include area code)

Annual Revenue Sheet

62. Please provide annual revenue and volume by box/envelope size

Specialized Item #	Product Dimensions	Check		Average Revenue Per Piece X	Estimated Annual Volume X	Estimated Annual Revenue =
		Envelope	Box			
		<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/>	<input type="checkbox"/>			
		<input type="checkbox"/>	<input type="checkbox"/>			
TOTAL						

63. What method of payment does customer use? (Account Number) _____

Click N Ship® <input type="checkbox"/>	Metered Postage <input type="checkbox"/>	PC Postage™ <input type="checkbox"/>	Stamps <input type="checkbox"/>
Express Mail <input type="checkbox"/>	OMAS <input type="checkbox"/>	Permit Imprint <input type="checkbox"/>	Other (specify) _____ <input type="checkbox"/>
Corporate Account <input type="checkbox"/>			

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