

The US Postal Service developed several tools to help during the transition to MTEOR. This series of bulletins is to keep you up-to-date with the latest MTEOR news including registration information, key facts, tips and tricks, and answers to your questions. Keeping you informed and aware is important for us to ensure a smooth transition.

*Please continue to read these bulletins to receive all the exciting news about MTEOR!*

### **Upcoming Events for Mailers**

- **September 17**

Feedback Survey available

### **MTEOR is live!**

MTEOR launched September 5! All MTE orders should now be placed using MTEOR.

Thank you for your participation in the preparation for MTEOR, and for joining the MTEOR Information Sessions. Your time and dedication as the BSA ensured a smooth transition to MTEOR.

### **Missed a MTEOR Webinar?**

Learn more about MTEOR by listening to a recording of the September 5<sup>th</sup> information session. The presentation is also available to download on the MTEOR webpage: <http://ribbs.usps.gov/mteor>.

Click the link below to access the recording:

<https://usps.webex.com/usps/lr.php?AT=pb&SP=EC&rID=16057242&rKey=57c33ef90fe81156>

### **Reminder: Complete the On-Hand MTE Inventory Report**

As part of the MTEOR User Agreement, you must complete a one-time inventory report of your MTE. This request was emailed to all MTEOR Mailers on September 4<sup>th</sup>, 2012 and included a template to help document inventory. The MTE On-Hand Inventory Report Template is also available at <http://ribbs.usps.gov/mteor>.

The inventory should be conducted on **September 25, 2012** and the completed template submitted to [HQMTE@usps.gov](mailto:HQMTE@usps.gov).

### **Coming Soon...**

We want to hear from you! On September 17, USPS will release a survey for you to provide feedback on MTEOR. Information on how to access the survey will come out in the next MTEOR Bulletin.

Check out the MTEOR webpage at <http://ribbs.usps.gov/mteor/>!

#### MTEOR Contact Information

Need assistance with MTEOR? Dedicated personnel are available to attend to your questions.

- **Help Desk:** 866 – 330 – 3404
- **E-Mail:** [MTEOR@usps.gov](mailto:MTEOR@usps.gov)

**Questions?** E-mail us at [MTEOR@usps.gov](mailto:MTEOR@usps.gov)