

# USPS POSTAGE METER RESERVE ACCOUNT FUNDING OPTIONS

FP Mailing Solutions  
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## How Postage Payments Work

1. Postage funds are purchased in advance.
2. FP adds the funds to your USPS postage meter reserve account.
3. End user then download funds to the postage meter.

*Postage funds are prepaid.*

*We do not invoice for postage.*

## Meter Reserve Account Funding Options:

PAYMENT METHOD	FUNDS AVAILABILITY	FEE	MAX AMT
<b>Direct Debit</b> by Reset Debit	Immediate	\$0.00	\$9990
<b>Direct Debit</b> by Debit-On-Demand	Immediate	\$0.00	Unlimited
<b>ACH/Wire Transfer</b>	48-72 hours	\$0.00	Unlimited
<b>Mail-In Check</b> by First Class Mail	10-12 business days	\$0.00	Unlimited
<b>Mail-In Check</b> by Overnight Mail	3-5 business days	\$0.00	Unlimited
<b>Credit Card</b>	Immediate *see conditions	Varies	\$1,000
<b>e-Check</b>	Immediate *see conditions	\$7.00	\$1,000

### ✓ Direct Debit Program: Reset Debit or Debit-On-Demand

Direct Debit is the most efficient method for funding your USPS postage account. There is no fee for postage meter account reserve account payments through the Direct Debit program. Your funds will be available immediately when you purchase postage.

**FP offers two types of Direct Debit postage payments.**

- **Reset Debit** Whenever you need postage simply perform a postage value download on your meter to have funds withdrawn directly from your specified bank account and immediately available for printing postage.
- **Debit-on-Demand** Login to your account online and choose Purchase Postage by Debit-On-Demand to transferred funds from your checking account to your USPS postage account.

Sign up for the Direct Debit Program online through the FP Customer Portal [fp-usa.com/customer-portals](https://fp-usa.com/customer-portals).

When signing up for Debit-on-Demand, you can optionally create a special password for Debit-on-Demand withdrawals.

#### **Upon completion:**

- You will receive an email with an authorization form that must be completed and returned to **postage@fp-usa.com**.
- There is a 24-hour **setup delay** for the service to be available once we receive and process the signed form.

### IMPORTANT! Direct Debit Warnings

**Inform Your Bank First:** Please provide your bank with Francotyp Postalia (FP Mailing Solutions) **Authorized Debtor Reference Number 138-1716563** to ensure transactions are not rejected by your bank.

**Enter the Correct Banking Information:** Typos will cause transactions to fail. Always double check your information.

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## ✓ ACH/Wire Transfer

To fund your postage meter reserve account by ACH/Wire Transfer, please download the **Wire or ACH Transfer of Funds** form located at [fp-usa.com/postage-support](https://fp-usa.com/postage-support) and follow the directions provided. Please be sure to include your USPS Customer Identification Number (CIN) to ensure your funds will be credited to your account as quickly as possible.

There is no fee for postage by ACH/Wire Transfer. Your funds will be available in 48-72 hours.

Please send ACH/Wire payment remittances electronically to: [uspscompliance@fp-usa.com](mailto:uspscompliance@fp-usa.com)

## ✓ Check by Mail

Include the following when you mail FP your postage payment by check:

1. Make the check payable to "CMRS-FP" (US Postal Service Computerized Meter Resetting System for FP).
2. Include a deposit slip coupon.
3. Write the 12-digit USPS Customer Identification Number (CIN) on the face of the check (not on stub).

Send your check to the appropriate regional lock box below.	
FIRST CLASS MAIL	OVERNIGHT MAIL
CMRS-FP PO Box 894707 Los Angeles, CA 90189-4707	First Date Remitco ATTN: USPS-FP 4707 2525 Corporate Way #250 Monterey Park, CA 91754
CMRS-FP PO Box 7247-0119 Philadelphia, PA 19170-0119	CMRS-FP ATTN: Lock Box Dept. 0505 5450 N. Cumberland Ave. Chicago, IL 60656
CMRS-FP PO Box 0505 Carol Stream, IL 60132-0505	

There is no fee for processing postage payments sent by mail. Funds should be available within 10-12 business days (check sent by First Class Mail) or 3-5 business days (check sent by Overnight Mail).

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## ✓ Pay Online via Credit Card or eCheck

When logged into your account online simply select Credit Card or E-check as your payment method and ***carefully*** enter the requested information. Credit Card fees vary by the transaction value. eChecks have a flat \$7.00 transaction fee. Your funds will be available immediately.

### \* Credit cards / e-checks conditions

New Customer (less than 1 year)

- 1 credit card / e-check per week
- 2 different credit cards per month

Existing customers (over 1 year)

- 2 credit card / e-check per week
- 2 different credit cards per month

Major accounts should be referred to the MAP department.

### Failed Payment Fee

There will be a **\$50 fee** billed for failed payment(s) per the terms and conditions of your FP Rental Agreement.