

Date

X
X
X
X
X
X

Reminder to transition from bags to alternate containers by December 31, 2009

Dear Customer:

As communicated in July 2009, Canada Post is eliminating the use of bags and offering container alternatives as we modernize our network. Whether your mailing is small or large, targeting a single depot or many, Unaddressed Admail customers must transition from using bags to alternate containers by **December 31, 2009**.

The elimination of bags will improve mail processing by eliminating missing or ripped labels thus improving delivery performance, as well as protect the integrity of your mail. To assist you in transitioning, there are several container alternatives available when preparing your Unaddressed Admail™ mailings:

Customer-supplied boxes, pre-approved by Canada Post: Your own containers, such as cardboard boxes, are an effective option for small, medium or large mailings.

Canada Post reusable plastic pallets: Brick-piling on Canada Post's free reusable plastic pallets is the most efficient and effective option for large mailings.

Canada Post hard-sided containers: If your mailing does not meet brick-piling requirements, Canada Post-supplied hard-sided containers (letterainers for Standard items and flat tubs for Oversize items) are now available for your Unaddressed Admail mailings.

Flexipack™ pouches: An appealing low cost alternative for small mailings covering a few walks within a post office or rural areas.

Key dates to remember:

- December 31, 2009: Canada Post will no longer supply bags for your Unaddressed Admail mailings; and
- January 11, 2010: Canada Post will no longer accept your Unaddressed Admail mailings deposited in bags.

A copy of the *Container alternatives for the Unaddressed Admail™ service* brochure has been enclosed to help you determine which container alternative best suits your needs.

For complete details and mail preparation requirements, refer to the *Unaddressed Admail* and *Brick-piling Mail* preparation guides at canadapost.ca/mailpreparation or contact Canada Post Customer Service at 1-800-260-7678.

Thank you for your business.

Sincerely,

Stewart Bacon
Chief Sales and Marketing Officer