

Cash Customer Terms of Service

In order to use the Reach+ Conversion Media service you must first carefully read and confirm your acceptance of the terms and conditions of service set out below. Please sign and date this document and bring it to your mail centre of choice with the mailing you would like delivered. The customer shall provide an exact sample mailing, not containing any personal data, for inspection to confirm compliance with these terms and conditions. The sample of the mailing should be attached to this form.

I accept the below terms and conditions of the Reach+ Conversion Media service.

If you are acting as a printing agent for a company, please state the name of the company on behalf of whom you are acting as an agent:

Company name: _____

Signed: _____

Date: _____

Print Name: _____

Reach + Conversion Media

Terms and conditions of the service.

Reach+ Conversion Media (hereinafter “the Service”) is a service for mailings which are purely marketing in nature with minimum volumes of 2,000. By availing of the Service the customer agrees to the following terms and conditions which may be updated from time to time by An Post and will be available here.

Accessing the Service

To avail of this service you must be an An Post Customer Account holder. The Service will be provided subject to these terms and conditions and the terms of your Ceadunas Licence. The service identifier for all Reach + Conversion Media is MM1.

Contents of Mailings

1.The contents of a Reach+ Conversion Media mailing must be unsolicited and purely marketing in nature. The following categories of mail are not eligible for the Service: items requested by the addressee (with the exception of mail order catalogues) items which contain bills, invoices or customer/business statements, accounts, annual reports or sales reports; items mailed on a sale or return basis; election and referendum material; items for which a fee is payable by the addressee; receipts for monies received; notification of indexation changes; items which are required to be sent as part of a contract or by law.

2.For the avoidance of doubt, any mail sent by regulated bodies which is not purely marketing in nature is excluded. The above list is not exhaustive and items may be refused for the Service at the discretion of An Post.

3.The Service cannot be used for the renewal of subscriptions; distribution of newsletters or renewals; to send mailing notices; to notify members of organisations of further functions to be held by that organisation; or to send registered publications .

Operational Requirements

- 1.To avail of the Service all mailings must bear the return address on the top left hand corner and comply with the “speed up your post guidelines” available at <http://www.anpost.ie/AnPost/MainContent/Business+Customers/Sending+Mail/Facilitates/Speed+Up+Your+Post.htm>
- 2.Mailings must be capable of being processed by An Post using automated equipment with at least 95 % of the presented mail sortable to its destination by automated equipment.
- 3.This Service is only available for mailings with a minimum volume of 2,000 in formats DL, C6 or C5 postcard & envelope, C4 subject to the following min and max dimension guidelines:-

Letter/Postcard Min Max

- Length 140mm 230mm
- Width 90mm 162mm
- Depth .18mm 5mm

Large Envelope Min Max

- Length 250mm 350mm
- Width 160mm 250mm
- Depth .75mm 18mm

Presentation and Delivery

- 1.All mailings must be presented before noon at one of the An Post Mails Centres located at Athlone, Cork, Portlaoise and Dublin Mail Centres.
- 2.This is a Deferred (2days) service which means that mailings will be delivered on the 3rd working day following successful presentation to an An Post Mail Centre.

Sample Mailings

- 1.The customer shall provide an exact sample mailing, not containing any personal data, for inspection to confirm compliance with these terms and conditions. The sample of the mailing must be affixed to the mailing docket and on presentation to the Mail Centre. An Post reserves the right to reject mailings which are not compliant. An Post reserves the right to spot check mailings at their discretion if there is a concern that the mailing presented does not meet the terms of the service or is not in accordance with the sample provided with the eDocket on presentation.

Fees

- 1.The fees for the Service shall be discharged by the customer in advance of Service delivery unless otherwise agreed with the customers An Post Account Manager. The fees for the Service are available at <http://www.anpost.ie/AnPost/PostalRates/PostalRatesHome.htm>

Liability

1. An Post reserves the right in its absolute discretion to suspend, delay and/or terminate with reasonable notice the Service where the Service is not workable.

2. An Post shall be immune from all liability in respect of any loss or damage suffered by the customer because of:

- any failure or delay in providing, maintaining or operating the Service by An Post; or
- any failure, interruption, suspension or restriction of the Service provided by An Post.
- failure by the customer to comply with these Terms and Conditions
- termination of the Service

Jurisdiction

1. This Agreement shall be deemed to have been made in Ireland, is subject to Irish law and to the exclusive jurisdiction of the Irish Courts.