



IJ-25

2015 Canada Post Pricing
Download Instructions



To ensure that the pricing stored in your mailing system is accurate for 2015, please complete the steps below to download the 2015 Canada Post rates.

Important notes before you begin the download procedure:

Even though you are downloading 2015 pricing prior to the activation date, 2015 prices will not be activated until January 12, 2015.

Please do not load the 2015 rates more than once or you will overwrite your current pricing resulting in a 'NO RATES' error. If this occurs, please contact us for a current rate card.

To complete the download of your 2015 Canada Post Rates:

1. Find the 2015 rate card included in your 2015 pricing update package.
2. Insert the rate card as far as possible into the slot on the top right side of your mailing system.
3. Press the menu key and press the left < button three times to display "MEMORY CARD".
4. Press OK twice. Wait for the LOADING COMPLETE message to appear.
5. Press the C key twice to exit.
6. NOTE: If you are prompted to REPLACE FILE? press < or > buttons to select the file you want to replace. Your system holds two rate files - current and pending, do not replace the current rate file CA1403A before January 12, 2015.
7. Please return the rate card to Neopost Canada after January 12, 2015.
150 Steelcase Road West, Markham, ON L3R 3J9

If you have questions, please contact us through our website at www.neopost.ca or call us at 1-800-661-0200.

Thank you for your continuing business.

1-800-NEOPOST
neopost.ca

