

**USPS® Shipping Payments
Pitney Bowes Line of Credit
Frequently Asked Questions**

What is the Pitney Bowes Line of Credit:

Our “Pay Later” solution you can maximize your working capital efficiency. With Pitney Bowes you can simplify your shipping operation and position yourself to increase profitability by better managing your cash flow Consolidate your shipping and carrier expenses into one invoice with flexible payment cycles. Improve your business profile with a smarter growth capital solution that can flex to your company’s needs, enabling you to free up your existing spend in pre-paid postage, so you can invest in your core business operations while securing a more efficient funding source for all of your shipping needs.

5 simple reasons to leverage the Pitney Bowes “Pay Later” solutions:

- 1)** Don’t tie up your cash paying for postage. Free up your other sources of liquidity for investment in your core business operations by using “Pay Later” solutions for your shipping expenses.
- 2)** Get more flexibility and improve your business profitability by matching your expenses with your cash flow. Enjoy flexible payment terms with [up to 57 days] to pay, enabling you to competitively position your company for success.
- 3)** Position yourself to save with free postage* earned through the rewards program.
- 4)** Consolidate your total shipping expense – multi-carrier (Fedex, USPS, UPS and others), supplies, and other shipping-related expenses – into one bill. To learn more call us at 855-393-8874
- 5)** Competitive rates and terms.

*Rewards points are issued based on spending through your Pitney Bowes line of credit account and can be redeemed for a statement credit to pay for your shipping.

The Pitney Bowes Line of Credit account is for commercial use only and it is a product of, with account eligibility is determined by, The Pitney Bowes Bank, Inc. Member FDIC. Pitney Bowes, the Corporate logo, is a registered trademark of Pitney Bowes Inc. All other marks are property of their respective owners. © 2017 Pitney Bowes Inc. All rights reserved.

How to pay your Pitney Bowes line of credit statement

Your statements are mailed monthly, you can choose to have a notification emailed when your statement is ready to review. You can make a payment using one of the following:

- **Bank Account Transfer** - If you need additional help sending or formatting electronic payments, contact your financial institution.
- **Pay by Phone** - Payments can be made using your checking account via our *automated phone system*: 855-393-8874. Please have your 16-digit account number available.
- **Mailed Check** - The correct payee name and address will appear on your statement payment coupons. Please include the coupon along with your payment.

Bank Account Transfer - ACH Instructions

Federal ID Number: 84-1386389 (Taxpayer ID#)

Bank Name: BNY Mellon

Beneficiary Account Name: The Pitney Bowes Bank Inc.

Bank Routing Number: 043 000 261

Bank Account Number: 000-1250933

Formatting Types: CTX , CCD, or CCD+

NOTE: We do not accept format types PPD or PPD+.

Your Pitney Bowes account number is **REQUIRED**.

Commercial Payments

Please use Addenda fields to include your 16-digit account number in a valid ANSI X12 format.

Home Banking Payments

Remember: Include your **16-digit** Account Number when you set up Pitney Bowes as one of your billers.

Mailed Check

Make checks payable to: **Pitney Bowes**

Standard Mail

Pitney Bowes

PO Box 371874

Pittsburgh, PA 15250-7874

Overnight Mail

Pitney Bowes

Attn: Box 371874

500 Ross Street Suite 154-0470

Pittsburgh, PA 15262-0001

Requesting a credit limit increase

Complete and submit the [credit line increase request](#) form.

For Credit Lines greater than \$35,000 – The Pitney Bowes Bank would require the following information from you:

- **2016, 2015, and 2014 YE Audited Financial Statements.** (If audited statements are not available we will also need your Tax Returns).
- **Most Recent Interim Statement** including balance sheet, income statement, statement of cash flow.

Please fax the necessary information to (877) 767-6765, e-mail them to us at PBBank.Credit@pb.com, or mail them to:

The Pitney Bowes Bank Inc.
Attn: Credit Dept.
P.O. Box 571677
Salt Lake City, UT 84157-1677

Notes:

Submitting the form does not guarantee that your credit limit will be increased. The form is a request, which is subject to a credit review.

Check the status of your line of credit increase request under **Available Credit** to see if your credit limit has been increased.

If you need to contact us please call: 855-393-8874

If you prefer to prepay and maintain a deposit in a Reserve Account:

You can prepay and maintain a deposit that you can draw on to add funds to your postage account through a Pitney Bowes Reserve Account. Please contact our payments support team at PaymentsAPISupport@pb.com or 855-393-8874 for your Reserve Account number and send your deposit as follows:

- **Bank Account Transfer** - If you need additional help sending or formatting electronic payments, contact your financial institution.
- **Mailed Check** – You can send a paper check in to be deposited to your account.

Bank Account Transfer - ACH Instructions

Federal ID Number: 84-1386389 (Taxpayer ID#)

Bank Name: BNY Mellon

Beneficiary Account Name: The Pitney Bowes Bank Inc. – Reserve Account

Bank Routing Number: 043 000 261

Bank Account Number: 000-1251186

Formatting Types: CTX , CCD, or CCD+

NOTE: We do not accept format types PPD or PPD+.

Your Reserve Account prepay/deposit account number is REQUIRED.

Commercial Payments

Enter your 8-digit account number in the identification number of the ACH payment. The identification number is field 7 (positions 40-54) of the CCD and CTX entry detail records (6 record) of a NACHA payment. If using Addenda, please use Addenda fields to include your Reserve Account Number in a valid ANSI X12 format.

Home Banking Payments

Remember: Include your **8-digit** Account Number when you set up Pitney Bowes as one of your billers.

Mailed Check

Make checks payable to: **Pitney Bowes Reserve Account**

Standard Mail

Reserve Account

PO Box 223648

Pittsburgh, PA 15250-2648

Overnight Mail

Reserve Account

Attn: Box 223648

500 Ross Street Suite 154-0460

Pittsburgh, PA 15262-0001