



Travel Solutions

LONG TERM MAIL FORWARDING AGREEMENT
www.dakotapost.net

For Office Use: Walk in

PMB#: _____

DefaultDays: _____

First Last Name(s): _____

Primary Phone #: _____ Secondary Ph #: _____ Member # _____

Email Address: _____

****Please write Y (Yes) or N (No) on line below.**

_____ Authorize DakotaPost to sign for Certified Mail

_____ Authorize DakotaPost to open and repack mail

_____ Accept and forward magazines

_____ Accept and forward catalogs

**We do not forward Presort Standard (junk mail). We will forward Presort Standard First Class.

Mail Forwarding Solutions

- 1X Month \$144/yr
- 2X Month \$180/yr
- 1X Week \$204/yr
- Daily Demand \$228/yr
- Virtual Mailbox \$228/yr

Add on Solutions

- Mailbox Concierge Services \$24/yr
- Document Management \$25/yr
- Registered Agent \$100/yr

Take advantage of SD Residency and Vehicle Registrations!

Additional Fees for Virtual Mailbox

\$2.00 - Plus postage per mailing request

\$1.00 - Per scan request + \$.50 per page

You are authorizing DakotaPost to open and scan mail

Additional Fees for all Clients

\$5.00 - Extra mailing requests over and above agreement amount

\$1.00 - Handling fee per package received

\$5.00 - Handling fee per packages sent via FedEx

**Shredding of mail is free of charge.

Start Date: _____

The mail box will be opened on this day and the Personal Mail Box # (PMB) provided to you.

Renewal Date: _____

****The annual payment is automatically renewed on the renewal date.**

Annual Amount: _____

Add on Solutions: _____

Setup Fee: _____

Subtotal1: _____

6.5% Sales Tax: _____

Subtotal2: _____

Postage Deposit: _____

Total: _____

Credit Card Account Number _____ Expiration Date _____

Card owner acknowledges and gives permission to DakotaPost to charge this card today and in the future to replenish client's postage account when it reaches \$15.00 and/or renew mailing contract. I hereby release DakotaPost from any liability for loss or destruction of mail. DakotaPost shall not be liable for incidental, special, or consequential damages. I understand that if my account becomes 30 days past due, DakotaPost may discontinue service.

X _____
Signature _____ Date _____

Referral-How did you hear about us?