EFI Pace Mailing Module

Improve the Management of your Production Information to more Accurately Process the Mailing Aspects of your Job.

The Mailing add-on module offers you the ability to manage and communicate details of a production job that include business/residential mail delivery through a seamless integration with the following EFI Pace standard modules:

**Estimating**
The Mailing Module enhances the Estimating Module by enabling you to:
- Manage mailing details and processes.
- Add price list items for time and material.
- Create price list-based estimates.
- Include postage estimates and total size and weight of mailed pieces on quote letters.

**Job Control Center - General**
The EFI Pace Mailing Module allows you to set up a job type for mailing jobs in order to segregate them easily. You can then manage the mailing details, whether they are from a converted estimate or a manually added job. Additionally, job jackets for mailing jobs contain the details of the mailing, such as postage details, postage drops, package contents, etc. Alternatively, you can also view a list of requirements and postage balances on the Mailing Detail page.

**Job Control Center - Change Orders**
The Mailing Module improves the effectiveness of job change orders by enabling you to record changes and processes with a price list, so the information can be included on invoices. You can also print an advance postage letter/invoice.

**Job Shipments**
In conjunction with the Job Shipments Module, which leverages job level shipments, the Mailing Module can be used to create packages and indicate both the items to include in those packages and the sequential order in which to include them. Additionally, you can define drop and in-home dates and quantities for each drop.

**Change Orders**
Use the Mailing Module in conjunction with the Change Orders module to create and track detailed mailing costs and actual postage. Printing advance postage invoices for any mailing job is quick and easy with the Advance Postage Invoice button on the Change Order Detail page.

Job jackets contain all necessary mailing information. This saves your employees time and decreases the chances of costly errors.
EFI Pace Mailing Module

Mailing information is presented in one, centralized location on the Job Part Detail Form.

For more information about the EFI Pace Mailing Module, please visit www.efi.com/pace or call 1-800-875-7117.

EFI

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