



First Data

Returned Mail Processing

Undeliverable mail costs more than you think.

From routine account statements to time-sensitive notifications, first class mail remains a central part of how you engage your customers (and collect their payments). That's why undeliverable mail can be costly – potential lost revenue and customer relationships.

First Data Returned Mail Processing tracks, researches, re-mails or destroys your customer mailings returned by the U.S. Postal Service or courier. When possible, we also can update your customer records to help you avoid future mailings to bad addresses. We provide a secure and reliable service that effectively manages your undeliverable mail.

Every undeliverable piece is an opportunity to improve management of postage and production costs. First Data Returned Mail Processing supports you with a state-of-the-art solution.

Benefits to Your Business



Cost Savings — Every undeliverable piece is an opportunity to improve management of postage and production costs.



Customer Relationships — Your customers expect to receive timely account information, not delayed or lost in the mail.



Security — Our process safeguards private customer information.

First Data[®]

Re-Mail Services

First Data handles each piece of printed correspondence — account statements, notifications, letters — returned by the U.S. Postal Service or courier as undeliverable.

Our services include:

- Verifying the address contained in First Data's system
- Re-mailing the document to an updated address
- Update the account record where applicable, and / or report revised address information to you

Destruction Services

First Data will process and destroy each piece of printed correspondence returned by the U.S. Postal Service or courier as undeliverable.

Our services include:

- Verifying the address contained in First Data's system
- Destruction of the document
- Update the account record where applicable, and / or report revised address information to you

First Data

Returned Mail Processing

Secure and Reliable Service

It's a considerable commitment of staff and resources to manage an undeliverable mail program in-house. Outsourcing to First Data, you can leverage our state-of-the-art equipment and service staff — to help save you time and money.

Our processes and data quality expertise enables First Data to:

- Validate returned mail addresses
- Update your customer address records when applicable
- Accurately report return mail customer records
- Help improve your future mail delivery

A reliable, efficient option to outsource your in-house returned mail processes.

First Data Returned Mail Processing — We'll manage your returned customer mail, while helping you improve customer satisfaction.

For more information about First Data Returned Mail Processing, contact your Sales Representative.

First Data[®]