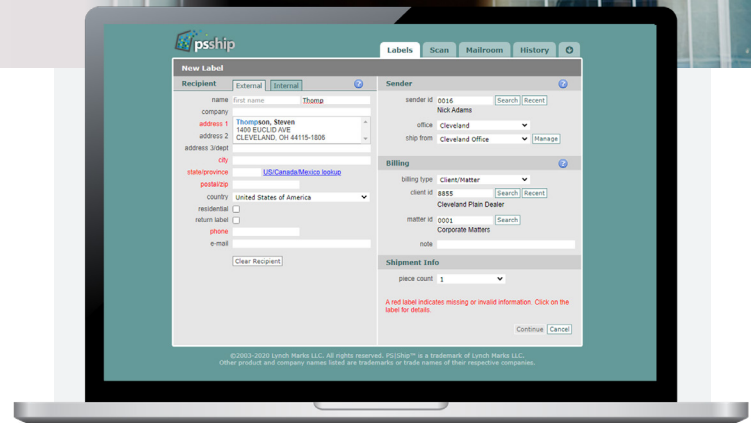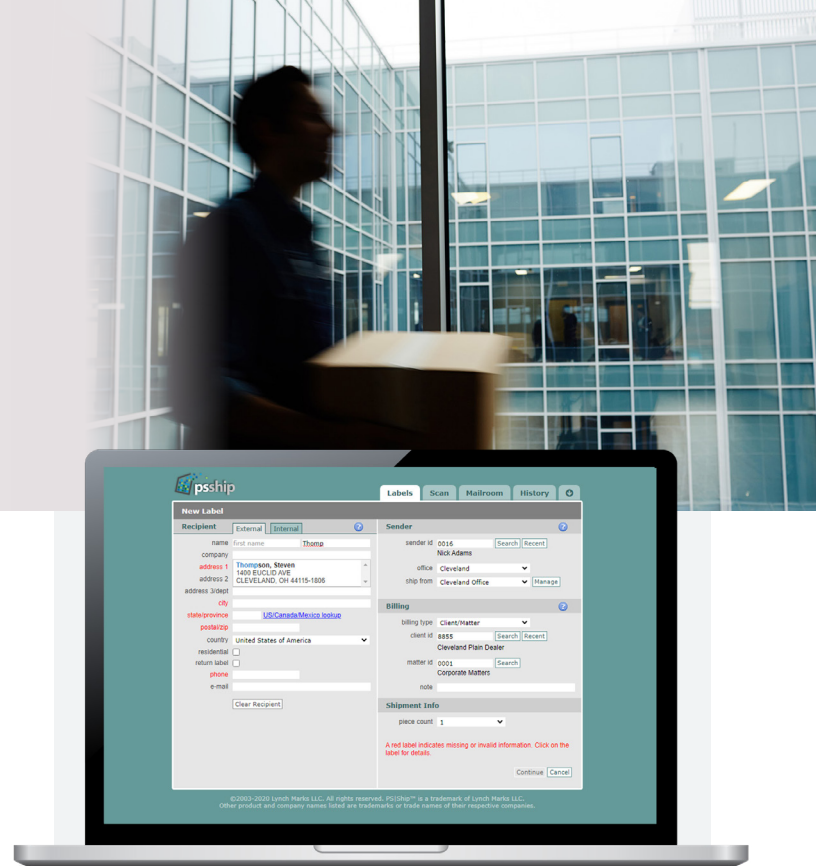# PS/Ship

Accountable Shipping Made Easy

A self-serve, unified shipping solution that saves money and time.

What if employees could easily manage anything leaving their desktop and be guided to use the appropriate service without having to call the mailroom? Imagine if every shipment created had pre-verified billing information that included a departmental or project code? Imagine if you didn't have to manage user access to shipping or shipping accounts? This would make shipping a piece of cake for end users, the mailroom and your finance team. You're not dreaming — this is a reality with PS/Ship.

PS/Ship makes it simple for your employees to ship whether working in the office or remotely. Users can create labels directly using Microsoft Outlook, other business systems or a browser. They're prompted to provide valid billing information and select the best shipping options, resulting in labor savings throughout the process, more accurate cost allocation and reduced freight costs.

PS/Ship integrates with existing financial and HRIS systems, ensuring that up-to-date billing and internal company information is used. It leverages network security for user authentication and access via Single Sign-on (SSO), eliminating user account management and unauthorized use.

By using PS/Ship to ship and track anything that leaves the desktop, you'll reduce time-consuming manual tasks, make the best shipping decisions and improve your bottom line.

30%

Save up to 30% on your total cost of shipping through labor savings, improved cost allocation and informed shipping choices.

"I have over a thousand employees here — and to teach them how to use PS/Ship, we didn't even have to do a class. We just sent out an email and told them how to do it — it was *that* simple."

PROCUREMENT AND LOGISTICS MANAGER, AM LAW 100 FIRM

Make Shipping Easy

Easy-to-use, unified system makes self-service shipping a reality.

Workflows That Work For You

Smart integrations with your network and financial systems mean less work for your team.

Save Time and Money

Automate your processes and free up employees from manual tasks and reconciliations.

PS/Ship Benefits

EASY-TO-USE

- SSO eliminates logins and passwords
- Desktop shipping whether in office or remote
- Ship directly from Outlook, CRM, or your shipping history
- Single system to ship and manage everything that leaves the desktop

COMPLETE, ACCURATE LABEL CREATION

- Requires pre-verified billing information including departmental or project codes
- Business rules enforced based upon employee ID
- Verified address information reduces correction fees and late deliveries

ACCOUNT MANAGEMENT & SECURITY

- Integrated with company network for user authentication and access
- Reduces shipping account management
- Decrease fraudulent shipping activity
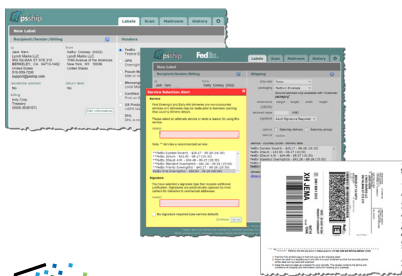- Encourage good data governance and control

SAVES MONEY ON SHIPPING

- Guide users to company-preferred carriers and services
- Real-time rate and service quotes based upon carrier contracts
- Highlight optimized options for users — lowest cost, fastest delivery
- Require justification for shipping options that fall outside of company policy
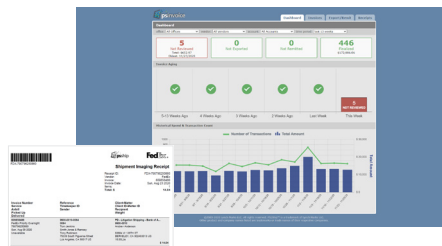
INTEGRATED WITH EXISTING SYSTEMS

- User authentication and access provided by integration with company network
- Integrated with MS Outlook and CRM for contact address information
- Real-time data from finance and HRIS systems to validate billing codes and employee ID's
- Integration with carriers for real-time rate and service quotes, address validation and label creation
- Integration with finance system for carrier invoice processing (PS/Invoice required)

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psship

Accountable Shipping Made Easy
Self-serve, unified shipping solution that saves time and money

- Easy-to-use, guided label creation
- Real-time integration for shipping quotes and cost allocation
- Integrates with network security for user and account management
- Saves time and money on shipping

psinvoice

Efficient Invoice Processing
Automate the retrieval, cost allocation and payment of shipping invoices

- Automatic invoice retrieval and faster processing
- Financial system integration
- Historical reporting and backup

psreceiver

Optimize Mailroom Performance
Full chain of custody and control for all incoming and intra/ interoffice packages

- Simple package tracking and integrated re-routing using PS/Ship
- Contactless delivery using photo or voice as Proof of Delivery
- Dashboard offers visibility into real-time status of all packages

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PS/Ship is a shipping management software that makes shipping, invoice processing and package tracking faster, easier and less expensive. PS/Ship customers include law firms, professional services organizations and corporate entities who save up to 30% on their total cost of shipping. Learn more by visiting psship.com