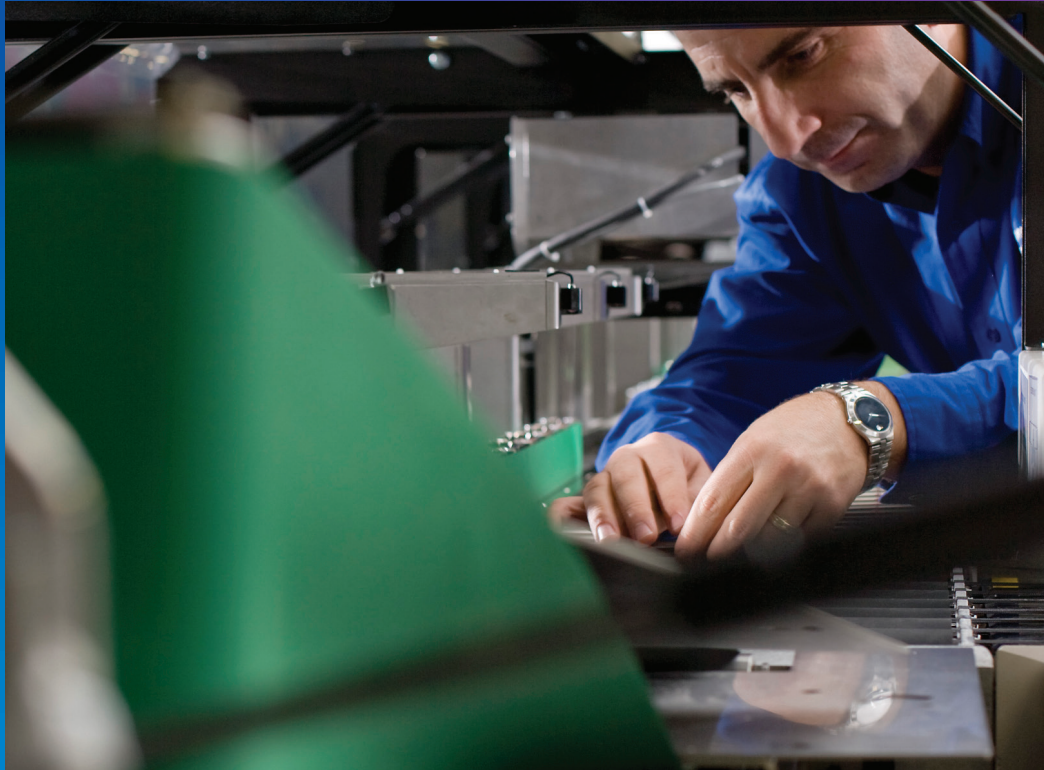


Equipment move assessment and relocation

Providing confidence during moves

Equipment move assessment and relocation



Equipment move assessment and relocation provides proper tear down and reassembly.

What is important to you?

Some questions to consider if you have need to move your machines:

- Are you concerned about downtime or damage to your machines when you have to move them to a new location yourself?
- Would you like to minimize the production time you lose as a result of moving your machines?
- Do you know all of the machine environmental requirements and have assessed the new environment to ensure they are met adequately?
- Does your team know how to test the machines once they are re-assembled to ensure there is no damage prior to a live job run?

If your company has decided to change the location of its production equipment, this could mean a lot of parts are about to move. That means a higher risk of damage and improper disassembly and reassembly if an expert is not involved.

Pitney Bowes will work with you to assess your move requirements, assist with equipment tear down and then reassemble and test the equipment to ensure you can start up production seamlessly. This service applies to relocation within a building or to another building.

What is included

This service is provided to clients who are moving their Pitney Bowes equipment from one location to another company site (or floor). This service does not include any other equipment relocation such as sale or trade-in of the equipment and is sold on a "per instance" basis.

A Pitney Bowes client service representative will:

- Assess the new environment to ensure it is environmentally ready for the machines.
- Make any recommendations for preparation for tear down or for preparing the new environment.
- Determine the amount of time it will take to tear down and reassemble the equipment and communicate these timeframes.
- Assist with and guide the equipment tear down and reassembly.
- Test each machine for proper operation

Note: Pitney Bowes does not load equipment onto trucks nor provide the trucking company. This is the liability of the customer.

How do you benefit?

We believe our equipment move assessment and relocation should make a difference in how your business functions by:

- Providing you with a Pitney Bowes equipment expert who will assess and coordinate your move in a controlled environment.
- Helping to ensure that the move has as minimal an impact on your machine production as possible.
- Testing and verifying that your machines are up and running as they were in their previous environment.

Notes