

Poly-Pak &Ship, Inc.

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Mailing, Fulfillment & Distribution Services

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Poly-Pak &Ship is a 24-hour a day, 7-day a week plant load facility. We have a full time Bulk Mail Tech on-site for postal verification. This in-plant service eliminates delays and improves turnaround times for our clients.



· [FLEXIBILITY](#) · [LABELING CAPABILITIES](#) · [SHIPPING](#) · [SUPPLEMENTAL BACK ISSUE FULFILLMENT](#) · [PICK & PAK](#) · [QUALITY CONTROL](#) · [SERVICES](#)

FLEXIBILITY

Turnaround periods depend on volume, schedule, and complexity. Normal turnarounds are scheduled for two to five days.

*Special same day services can be accommodated.

LABELING CAPABILITIES

We have state of the art ink jet systems along with the ability to paper label. We have the equipment to meet your addressing needs. All of our services are geared to controlling and reducing your mailing and shipping costs.

SHIPPING

We have daily pickup by United Parcel Service and Federal Express and on demand service from many truck carriers.

SUPPLEMENTAL BACK ISSUE FULFILLMENT

Poly-Pak has the experienced staff and space available to handle all of your supplemental and back issue fulfillment requirements in a timely and secure manner. We understand the importance of these services and can accommodate your needs. Our large warehouse and automated equipment was put in place for one purpose- reducing costs and turn-around time for all customers.

PICK & PAK

We recognize not all jobs are suited for automation and we offer a variety of handwork services.

These services include:

- Envelope Stuffing
 - Carton Packing
 - Warehousing
 - Pulling individual items from inventory
 - Mailing / Shipping
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QUALITY CONTROL

Beginning with the arrival of the product through to the final loading, PPS employees are constantly checking for accuracy & quality, and understand the importance of:

- Flexibility in scheduling
 - Consistency of product
 - Quick turnaround requirements
 - Producing a superior finished product
 - Friendly and courteous customer service
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SERVICES

- Supplemental Back Issue Fulfillment
 - Pick &Pak
 - Collating
 - Dot Whacking
 - Applying Clean Release Labels
 - Envelope Stuffing
 - Spot Gluing
 - Presorting Mail Files
 - Addressing
 - Shrink Wrapping
 - Machine Inserting
 - Tabbings
 - Warehousing
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