

## PUROLATOR PRE-PRINTED RETURN LABELS

(PLEASE KEEP THIS REMINDER FOR FUTURE REFERENCE)

Acculogix keeps track of the average bundles your store returns each week and has been designed so that when your supply of labels is at about a 4 week supply that Acculogix will automatically print and send to your store a six (6) month supply of the New Pre-Printed Return Labels. The new labels are printed by Acculogix customer return system which ensures labels are always accurately prepared with your store information and are easier for Acculogix to track through the Purolator and Acculogix delivery networks.

Should you find that you have less than a 3 week supply of return labels or lose your return labels please phone your magazine & book customer care centre. The phone number is located on your Return Claim Form and invoices. Your magazine & book customer care contact will arrange with Acculogix to send a new 6 month supply of return labels. They will arrive 2-3 weeks from when you called. The labels will arrive on your regular delivery day within the main magazine or book delivery bundle marked Invoice Enclosed.

Should you have any inquiries please contact your customer service desk (information located on the top of your weekly invoice).

### SAMPLE Purolator RETURNS Label

**Purolator RETURNS**

**FROM/DE:** YOUR STORE NAME  
YOUR STORE ADDRESS  
Your Account Number - Unique Reference

**REF:** 245019 - 12062504

**TO/FA:** ACCULOGIX DISTRIBUTION SERVICES  
ACCULOGIX ADDRESS  
Your Acculogix Route Delivery Number

**NOTE:** 124000 - 105  
Purolator's published terms and conditions of service apply - see [www.purolator.com](http://www.purolator.com)

DATE	PIECES	WEIGHT/POIDS
25 Jun 2012	1 of/de 1	

Record here the total weight in POUNDS for the return bundle / envelope

**Purolator Pin: KGH100088600**

Tracing Number used by Purolator to track return bundle / envelope

**90**

**REF1: 245019 - 120625**

### SAMPLE Barcoded Return Label

\*\*will be pink, yellow or orange\*\*

**MAGAZINE RETURN LABEL**



**68002 - 4328961005 - 001**  
Account # Reference # Label #

**CONVENIENCE #244**

5761 - 112 VIOLET

**34580-0220**

Return to: Box# of Total

## Magazine & Book Prepaid Purolator Returns

Step 1: Package and list your returns using the Return Credit Claim Form provided each week with your new order. Procedures are listed on the back of the Return Credit Claim form.

- The **Front Covers** of magazines, comics and paperback books must be stripped and returned to receive credit.
- Hard Cover, Trade Paperback, Cookbooks and Children's Books are not strippable and must be returned **Full Copy** to receive credit.
- You can send returns back "Collect" with Purolator in a PuroPak pouch using pre-printed return labels provided by Acculogix. The address of the Acculogix returns processing centre is printed on the preprinted labels.

Step 2: Peel and stick to each package 1 Purolator Label and the pre-printed colored return label corresponding to your return form(s). If you are returning both books and magazines please ensure you include a return form for each along with the corresponding colored barcode label. These will be sent to you each week attached to your Return Claim Form within the main magazine or book delivery bundle marked Invoice **Enclosed**. When your label supply is at about 4 weeks of labels remaining, Acculogix will automatically print and send with your new order a 6 month supply of return labels. If you lose or run out of Purolator Return Labels contact your magazine & book customer care centre for more labels. The phone number is located on your Return Claim Form and invoices.

**Step 3: Schedule a pickup with Purolator as follows:**

*MyPurolator*

[Log Out](#)

<a href="#">Ship</a>	<a href="#">Track</a>	<a href="#">Manage MyPurolator</a>	<a href="#">Shipping Solutions</a>	<a href="#">Locations</a>	<a href="#">Support</a>
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### Pickups

[Schedule a Pickup](#) [Modify a Pickup](#)

**Pickup Address** ⊕

[Edit](#)

Purolator  
Reception  
30 Aero DR NE  
CALGARY, Alberta  
Canada, T2E8Z9  
1-(403)123-1234

**Pickup Location**

Front Door

**Date & Destination**

Pickup Date

Pickup Time

From

Until

**Shipment Information** ⊕ [Clear all fields](#)

Destination	# of Pieces	Weight	Unit	Service
Canada	<input type="text" value="2"/>	<input type="text" value="2"/>	Imperial (lb, in)	Ground
U.S.	<input type="text"/>	<input type="text"/>		Please Select
International	<input type="text"/>	<input type="text"/>		

Request supplies with pickup: [Show](#)

[Submit Pickup Request](#)

1. Log in to your account at [www.purolator.com](http://www.purolator.com)
2. Click on the "Ship" drop down menu, then on "Pickups" and then "Request Pickup"
3. Input the pieces, weight, and service as circled in the bottom right hand corner. Service to use is Ground.
4. Step 4: Click on "Submit Pickup Request"

You may also call Purolator's customer service department in order to schedule the pickup at **1-888-744-7123**. Please have your company name and account number ready in order to schedule your pickup.