



# MAIL SERVICES

## MAIL SERVICES



There are many options for managing your mail at Innovative Professional Offices (IPO). You and your team will never have to worry about figuring out the correct postage or waiting around for packages! If you have a registered mailbox with us, we handle all of your incoming mail and packages.

Speak to us about sending your outgoing regular mail, setting up a FedEx account, or utilizing other courier services and we'll be happy to assist you.

### HERE IS WHAT YOU GET:

- Mailbox and package check/consultation
- Mail collection and forwarding (daily, 2 times per week, 1 time per month, or by special arrangement)
- Sending of outgoing regular mail
- Billing by mail