

Xpedite BROADCAST FAX Instruction Sheet

This Instruction Sheet MUST be the first page of your transmission.

Please type or print, using black or blue ink.

REQUIRED

Date: _____ **CUT FAX STAMP**

Xpedite ID: **GOVMSPR**

Xpedite Account Number: **42237**

Your Name: _____ Phone# () _____

List Name(s) _____

Number of pages **including** this Instruction Sheet: _____

Extra Recipients for **this** Broadcast Only: Enter Fax # Including Area Code

1. _____ 2. _____

Please **Circle** Delivery Speed:

Express (immediate)

Off-Peak (overnight)

Scheduled Express (exact future, see below)

If **Scheduled**, you must indicate the Start Date: ____/____/____ Time :____:____ EST **24** hr military clock

Cover Sheet: **NO**

Broadcast Report: **Detail** **Exception**

Cust. Ref. Code: **NO** **Yes** _____
(up to 25 characters)

Billing Code: **NO** **Yes** _____
(up to 20 characters)

Fax this Instruction Sheet and your document to 1-800-989-1212

If you have any questions please call customer service at 800-966-3297

Or Frank Lozano at 1-703-903-9004 X 106

<http://www.xpedite.com>