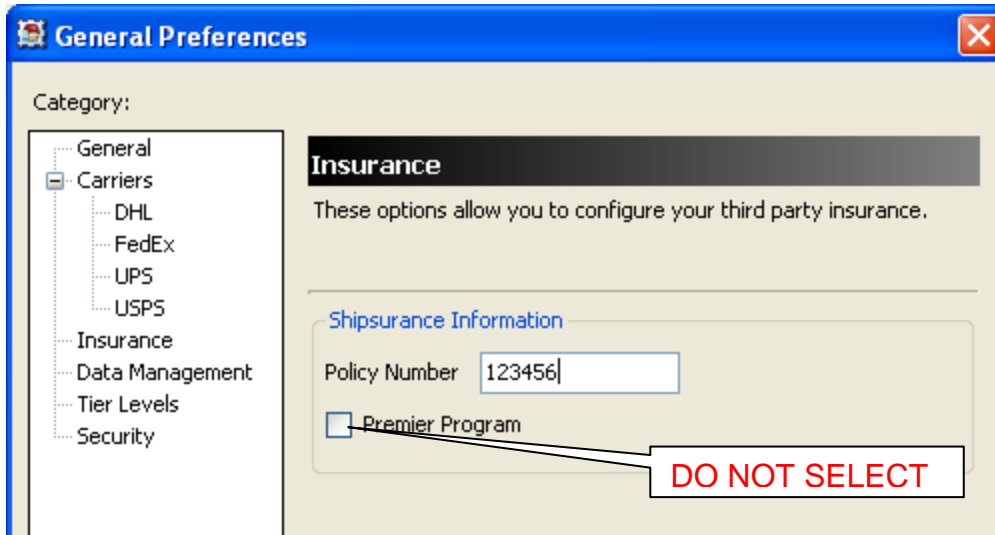


Goin' Postal Rate Pro

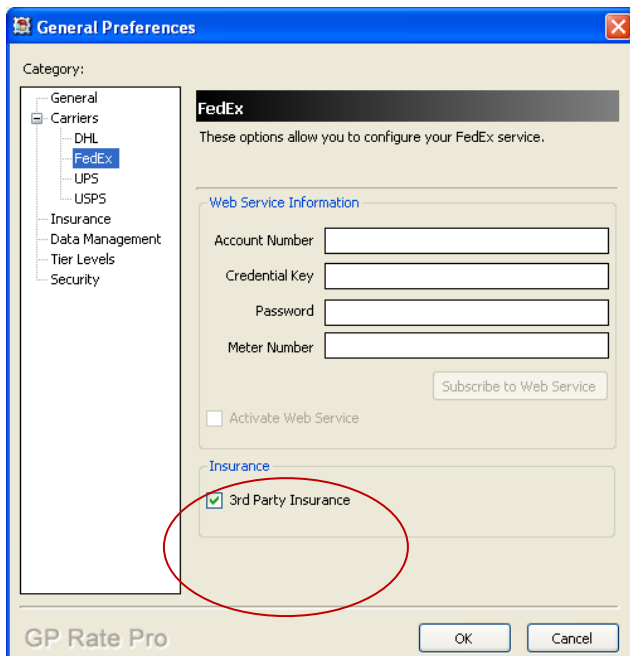
To enable Shipsurance coverage:

1. Click "Tools", Then "General Preferences"
2. Click on "Insurance"
3. Enter your Shipsurance policy number.
 - a. **DO NOT CHECK THE PREMIER PROGRAM CHECKBOX**
4. Make sure the email address that you have on file with Shipsurance is the same one that is entered in Rate Pro.



The screenshot shows the "General Preferences" dialog box with the "Insurance" category selected. The "Insurance" section is active, displaying the text "These options allow you to configure your third party insurance." Below this, the "Shipsurance Information" section contains a "Policy Number" field with the value "123456" and a "Premier Program" checkbox. A red callout box with the text "DO NOT SELECT" points to the "Premier Program" checkbox.

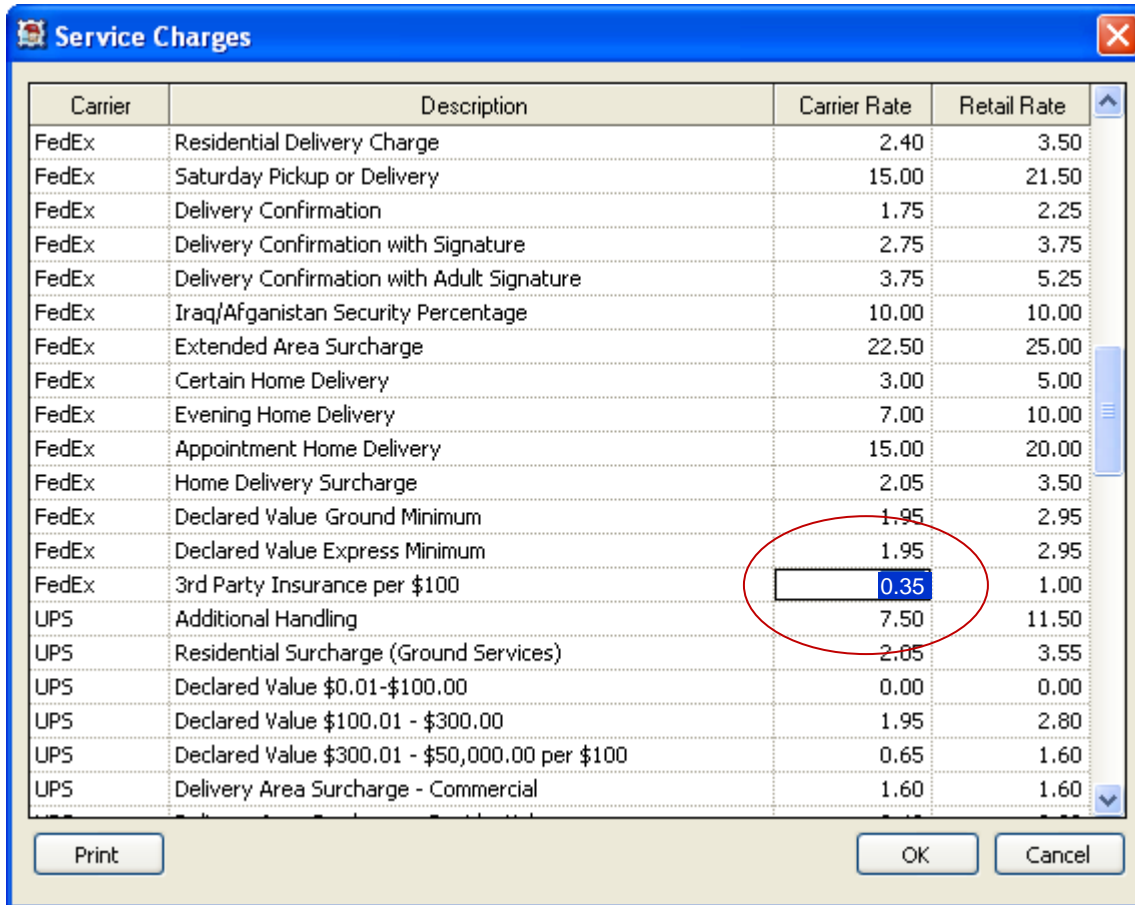
5. Select the carriers with which you want to enable 3rd Party Insurance with Shipsurance.



The screenshot shows the "General Preferences" dialog box with the "FedEx" category selected. The "FedEx" section is active, displaying the text "These options allow you to configure your FedEx service." Below this, the "Web Service Information" section contains fields for "Account Number", "Credential Key", "Password", and "Meter Number", along with a "Subscribe to Web Service" button and an "Activate Web Service" checkbox. The "Insurance" section at the bottom contains a "3rd Party Insurance" checkbox, which is checked and circled in red. The dialog box has "GP Rate Pro" in the bottom left and "OK" and "Cancel" buttons in the bottom right.

To set your insurance rates:

1. Click "Tools", Then "Markups", then "Service Charges".
2. Change the "3rd Party Insurance per \$100" amounts under the "Carrier Rate" column to match your Shipsurance coverage premium amounts. Set your "Retail Rate" to the desired amount.



Carrier	Description	Carrier Rate	Retail Rate
FedEx	Residential Delivery Charge	2.40	3.50
FedEx	Saturday Pickup or Delivery	15.00	21.50
FedEx	Delivery Confirmation	1.75	2.25
FedEx	Delivery Confirmation with Signature	2.75	3.75
FedEx	Delivery Confirmation with Adult Signature	3.75	5.25
FedEx	Iraq/Afganistan Security Percentage	10.00	10.00
FedEx	Extended Area Surcharge	22.50	25.00
FedEx	Certain Home Delivery	3.00	5.00
FedEx	Evening Home Delivery	7.00	10.00
FedEx	Appointment Home Delivery	15.00	20.00
FedEx	Home Delivery Surcharge	2.05	3.50
FedEx	Declared Value Ground Minimum	1.95	2.95
FedEx	Declared Value Express Minimum	1.95	2.95
FedEx	3rd Party Insurance per \$100	0.35	1.00
UPS	Additional Handling	7.50	11.50
UPS	Residential Surcharge (Ground Services)	2.05	3.55
UPS	Declared Value \$0.01-\$100.00	0.00	0.00
UPS	Declared Value \$100.01 - \$300.00	1.95	2.80
UPS	Declared Value \$300.01 - \$50,000.00 per \$100	0.65	1.60
UPS	Delivery Area Surcharge - Commercial	1.60	1.60

Print OK Cancel

To send your shipment details to Shipsurance:

1. Click "Activities" then "Transmit Shipsurance".

**** Please test the settings once complete to make sure your system is properly setup by running a test shipment and a report. Shipment details that are not reported to Shipsurance ARE NOT COVERED****