

melbourne  
**mail**management





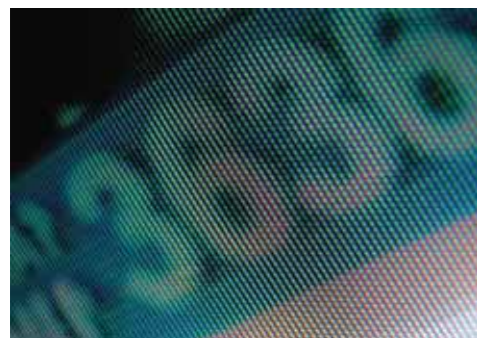
**01 → Database Management**

Expert database management is vital to your campaign's success.



**02 → Direct Marketing**

Melbourne Mail Management is a key component of your direct marketing campaign.



**03 → Transactional**

Transactional services which are 100% reliable and accountable.



**04 → Publications**

We understand the time, effort and expectation that is invested in your organisation's publication.

“

We pride ourselves on providing complete solutions that meet your individual needs.

”

## → **Company Profile**

When Melbourne Mail Management was founded, our goal was simple:

“To provide a complete range of direct mail solutions to our clients.”

Clients using our services know that their mailing needs will be met through a single point of contact. What’s more, our clients can be confident that their mailing strategy will be executed by professionals with an eye for detail and a commitment to quality.

Our philosophy of precision and accuracy has ensured that we continue to exceed our customers’ expectations of quality and timing.

“

**To provide a complete range of direct mail solutions to our clients.**

”



## → Database Management

In today's competitive business environment, it's extremely important that you protect and enhance your database.

Up to date and correctly formatted databases ensure that your intended recipients are effectively targeted, saving you costly printing and mailing charges.

Ask us about the range of services that we offer in relation to smarter and more effective database management.

- De-Duping
- Merging
- Address Formatting
- Case Conversion
- DPID Address Matching
- Querying and Filtering
- Report Development

## → Direct Marketing

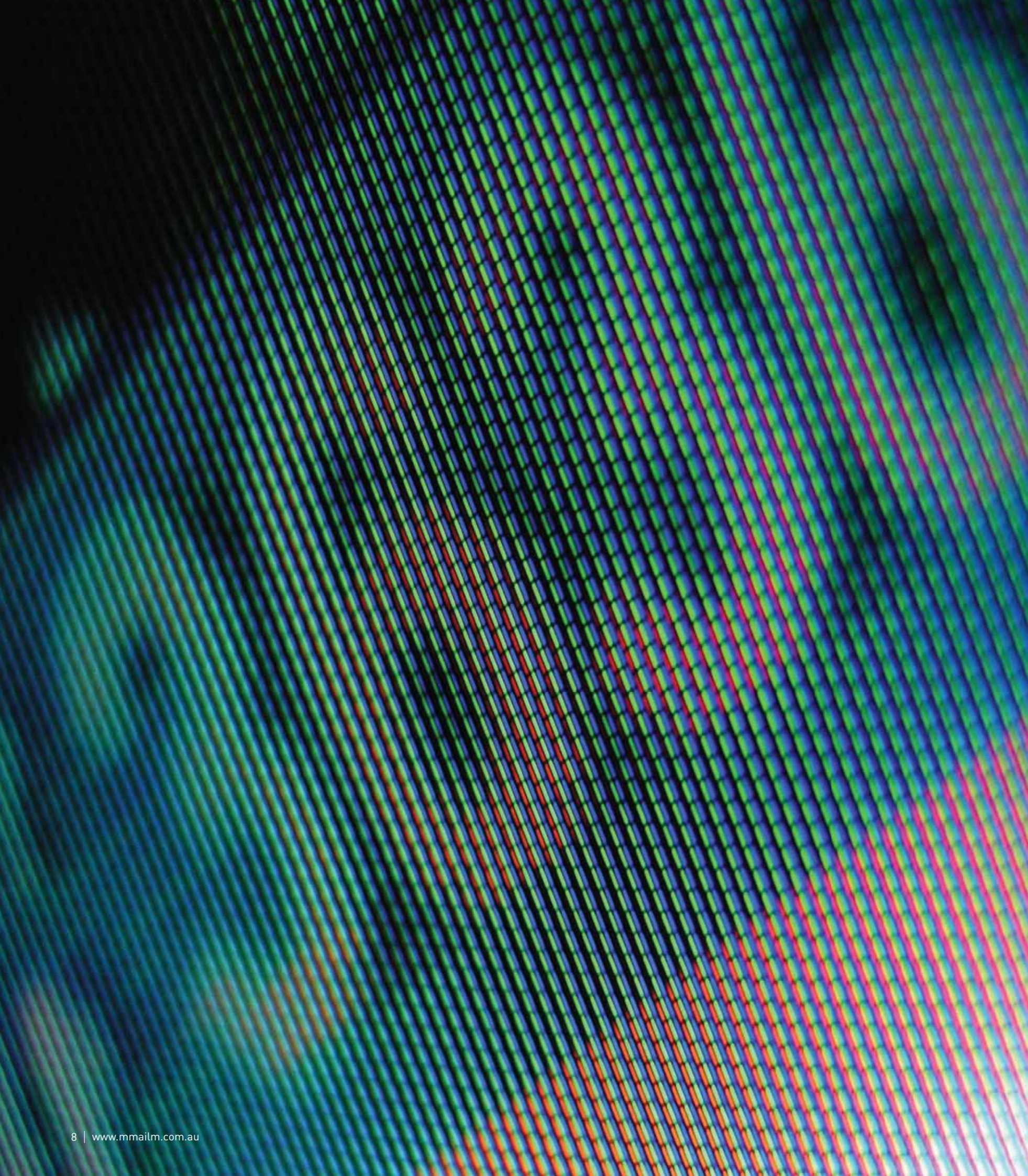
Businesses of today are engaged in an increasingly competitive market, forcing them to stay ever much closer in touch with their clients' needs.

Sound direct marketing strategies have been tried and tested. The industry continually enjoys steady growth each year. Where once, direct marketing took a "stab in the dark" approach to communicating with target markets, organisations have since developed finely tuned direct marketing campaigns yielding greater response rates.

We would like you to consider us a member of your direct marketing team. Using our expertise and practical know how, we can manage, process and distribute your campaign on time and on budget.

Brochures & Flyers  
Product Launches  
Membership Communication  
Sales Promotions  
Loyalty Groups





## → Transactional

Carrying the heavy burden of ensuring that your transactional campaign is accurately processed on time is easily lifted by partnering with Melbourne Mail Management.

Finding a reliable outsource solution, and entrusting them to get it right the first time, is difficult.

Melbourne Mail Management offers customised transactional printing solutions to guarantee you peace of mind for all your transactional needs.

No matter what your organisation's requirements, Melbourne Mail Management will be able to offer you the perfect solution to your transactional needs.

Invoices  
Statements  
Payslips  
Group Certificates  
Super Benefit Statements  
Result Certificates  
Membership Renewals



## → Publications

There is nothing worse than putting time and energy into your publication, only for it to be delivered through an unreliable or inefficient service.

We understand the time, effort and expectation that is invested in your organisation's publication. We also understand the strict requirements of accurately printing, processing and distributing your publication on time and on budget.

If consistent and accurate delivery is important to you, then Melbourne Mail Management is the solution for your company's requirements. We will ensure that your publication is presented just the way you intended it to be.

Magazines  
Newsletters  
Journals  
Catalogues



## → Services

### Printing



offset printing



laser printing



inkjet printing



envelope supply

### Processing



database management



folding



inserting



plastic wrapping



handline assembly

### Distribution



domestic



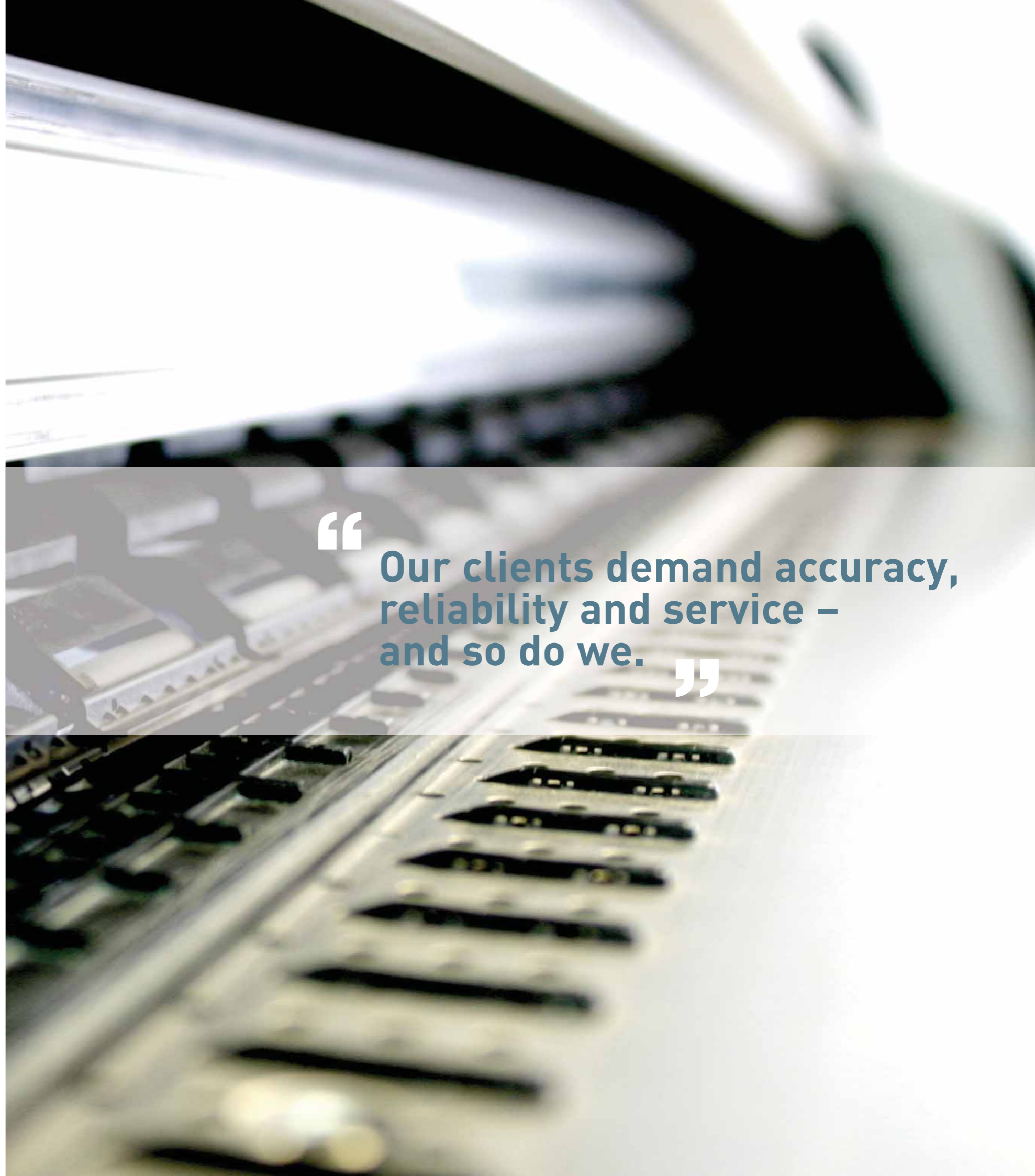
interstate



international



storage



“

Our clients demand accuracy, reliability and service – and so do we.

”