



Mail Box Express has offices in Birmingham, Leeds, London and Manchester. Working predominately in the Legal sector for 17 years we provided services to the professional services industry that they can trust.

As a one stop provider we deliver sameday, nextday and internationally which helps reduce paperwork and enables users to manage their budgets more effectively.

Technology developed by Mail Box Express exclusively, puts the sender in control. All Sameday packages have real-time on line tracking. Immediate POD (proof of delivery) can be sent to the sender via e-mail, SMS (text Message) or telephone.

Nextday consignments can also be tracked from collection to delivery. Not only can we prove when and who signed for your package we can show on a map where they were signed for, this is a unique service provided by Mail Box Express.

E-Billing can be tailored to suit client demands making reconciliation a doodle.

The largest fleet of motorcycles outside London make certain we can provide the quickest delivery for our clients. The drivers of our van fleet all wear uniforms which enables us to provide a professional representation of your company.

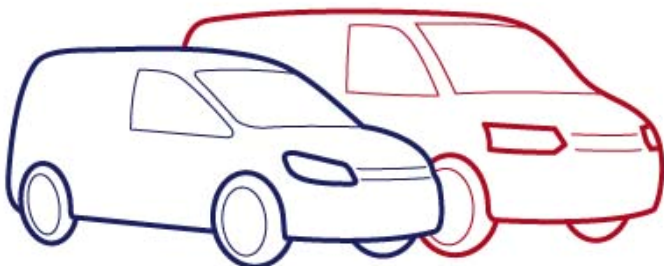
As a registered ISO 9001 company with over a million consignments already delivered you can be sure the experience we have is used for the client benefit.

Don't Ask Us Ask our Clients



'I have recently moved jobs and, having previously used Mail Box Express, decided to use them as our courier at Spice Limited. I'm extremely pleased with their services and most recently had to call them out of office hours to collect two very important documents for a same day delivery on a weekend. The collection was made on time and the Mail Box customer service was spot on. They even called to ensure that everything had been carried out to our satisfaction - it had 100%! I would highly recommend them for a more personal touch to your courier needs, as opposed to the larger companies, who do not offer such a hands-on service.'

Claire Dean PA to David Owens and Oliver Lightowlers, CEO and Group Finance Director Spice Limited



**INVESTORS
IN PEOPLE**

**WE DELIVER
RELIABILITY,
NOT LIABILITY**

www.mailboxexpress.co.uk

0113 245 2666



Sameday

At Mail Box Express sameday means only one thing urgency, the customer get their own driver/rider and vehicle to deliver their and only their goods as fast as possible. We do not consolidate goods to be taken when we think we have enough deliveries for a destination; we send the customers consignment straight away.

All sameday consignment can be tracked on-line and POD's are available instantly and can be sent to you via SMS, E-Mail, and Telephoned.

Our proactive approach to Samedays means when we do encounter problems such as traffic delays you are kept informed all the way.

We believe that a customer should be represented at the point of delivery by a professional courteous individual who is proud of the job they do, and all our drivers are smart and wear shirt and tie and carry ID.

We tailor our service to suit your needs. We can deliver before or after any specific time. If you need a document signing and then delivering to any number of further destination that is not a problem.

All consignments have goods in Transit Insurance up to £25,000 per consignment and all drivers have public Liability Insurance.

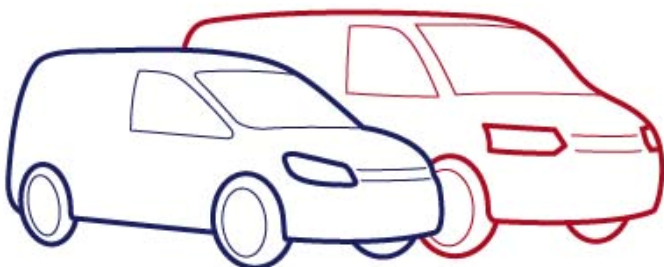
Jobs can be booked on-line or for those who, like the personal touch by phone.

A typical Example

'I called Mail box Express at 5.20pm on a Friday evening with a BIG problem! We needed to get some large format graphics couriered to a venue for an awards dinner the following evening and our previous supplier had just let us down. One call to Mail Box Express and the problem was solved. At 6.33pm the very same evening, the graphics had been collected from our printers in Leeds and delivered to the venue in Bradford. All this for a fantastic price, despite being a last minute request that other suppliers may well have chosen to take advantage of. Brilliant!! I can't thank or praise Mail Box Express enough!'

Rob Woodhead, Project It Event Production

PROJECT it
EVENT PRODUCTION SERVICES



**INVESTORS
IN PEOPLE**

**WE DELIVER
ON TIME,
NOT ANYTIME**

www.mailboxexpress.co.uk

0113 245 2666



Nextday/Overnight Deliveries

Mail Box Express Nextday/Overnight services are provided through the use of the best Parcel delivery networks available.

Standard Nextday Service Levels available.

Before 9am

Before 10.30am

Before Noon

Nextday before end of working day

Any Consignment may be collected at any time for delivery Nextday at any designated time.

Our proactive philosophy enables us to provide customers with details of the status of their deliveries at steps along the way.

Mail Box Express is able to collect later than our rivals and therefore give you more flexibility when sending out important documents that have to be right.

Companies with offices in Major Cities can benefit from our Inter Office /Internal Mail delivery service. This service is ultra reliable and the cost is surprisingly low for such a tailored solution.

we have is used for the client benefit.

The proof of the pudding.

'I use Mail Box Express on a regular basis, and having used other Courier services in the past, I would like to stress that Mail Box Express are very efficient and give a fantastic service to their Client.

I choose to use Mail Box Express as they are very loyal and can be trusted to maintain a high level of service. They have also delivered all our packages on time and have never been any issues.

The staff at Mail Box Express are very professional and offer a friendly service, whether it is the Office staff or the Driver.'

Hayley Lanata, Contour Housing Group



INVESTORS
IN PEOPLE

**WE DELIVER
PROMISES,
NOT EXCUSES**

www.mailboxexpress.co.uk

0113 245 2666



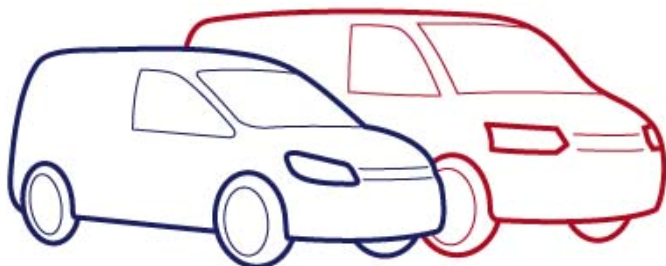
Internationals

Mail Box Express International Deliveries can be completed a number of ways, from a simple Express Delivery service, offering a Pre- Noon Service to the majority of major European and American Cities to a full accompanied courier service.

Sameday deliveries to Paris, Brussels, Amsterdam and Dublin are routine for Mail Box Express with loads from an envelope to a pallet.

We can deliver to any destination around the world and the knowledge gained over the last 15 years has given us the edge over our rivals.

All the paperwork needed for your delivery will be completed by Mail Box Express. The only form you need is the one on-line form.



**INVESTORS
IN PEOPLE**

**WE DELIVER
RELIABILITY,
NOT LIABILITY**

www.mailboxexpress.co.uk

0113 245 2666



Cheque Collection & Banking Services

How to make money out of using a courier? One member of the Mail Box Express Team banked over £1.7 million in a single day. This unfortunately was not into our account but on the behalf of a Client. The interest made on the early deposit of this cheque more than paid for the invoice from Mail Box Express. A company owed £200,000 would pay for courier collection in interest alone.

Passport & Visa Services

Many Blue Chip Companies who send members of staff overseas utilise an invaluable service provided by Mail Box Express when needing Visas and Work Permits validated. A member of the Mail Box Express Team will take passports to Embassies and High Commissions for the correct visas to be granted. This avoids your staff having to travel and wait in queues and allows them to prepare for the work ahead.

Disaster Recovery Storage

Daily collection of data storage devices can be arranged or alternatively we can keep any device which would aid you in the continuation of your business. Mobile phone can be kept fully charged and ready to use, Laptops can be stored and

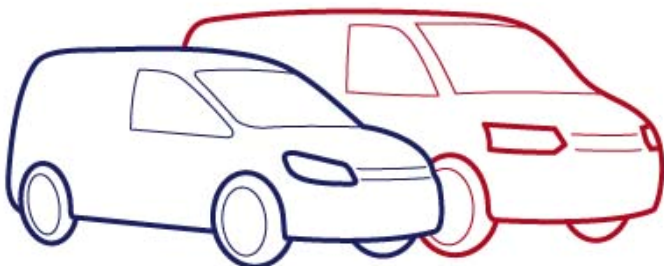
Document Serving

If you have important legal documents that need serving urgently then one of our experienced Process Servers will make service of your documents as required.

If you have special instructions relating to the service then simply let us know and we will make sure our Process Server adheres to your instructions. All papers we receive are treated in the strictest confidence.

Simultaneous deliveries can be made at various destinations with drivers coordinating to ensure no person can inform others of pending document serving.

Once served your documents will be returned with a short report along with a Statement of Service outlining any conversations, and responses along with a property description and where appropriate any vehicles, assets and machinery sighted



**INVESTORS
IN PEOPLE**

**WE DELIVER
PROMISES,
NOT EXCUSES**

www.mailboxexpress.co.uk

0113 245 2666



Technical Couriers (Swap Out)

If your Company uses its highly trained engineers to visit customers only to swap a simple component then maybe we could help. With training our Tech Couriers are able to complete many computer or parts swap outs including Printer and Software Upgrades

We can store parts for engineers to call to site, providing central secure storage and a consolidation service for returns.

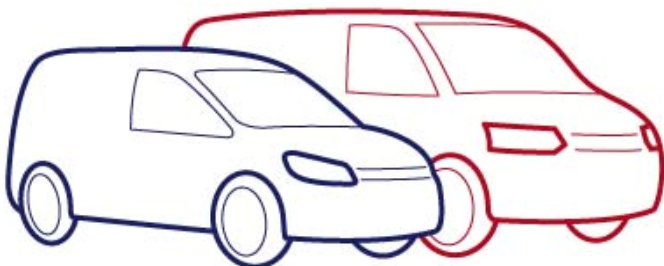
The Mail Box Express on-site swap out of Multi Media products including IT and (CE) Consumer Electronic products, enables manufacturers to meet their warranty commitments and offers multi-channel retailers and multi-vendors a cost-efficient alternative to traditional field service.

KEY BENEFITS

- Increased customer satisfaction
- Reduced costs
- Maximise inventory investment
- Reduced product returns

Point of Sale Service

With secure storage available we can offer to collect, store, deliver, swap out, return and where required, install your POS items. We are able to cope with individual units as well as national roll outs and invite interested parties to contact us so that we may provide you with a tailor-made quotation.



**INVESTORS
IN PEOPLE**

**WE DELIVER
ON TIME,
NOT ANYTIME**

www.mailboxexpress.co.uk

0113 245 2666



Exhibition Stand Assembly

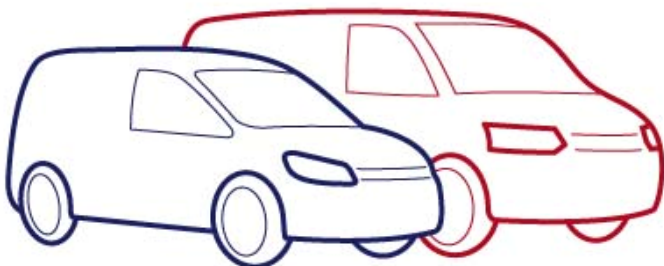
Exhibitions are a time to focus on the people you meet at the exhibition, not on the Logistics of the delivery and assembly of your exhibition stand. Mail Box Express can remove some of the hassle and worry by providing our seasoned experts to handle all this on your behalf. We bring your stand along, assemble it, and make it ready with lighting and leaflets in place in time for the start, leaving you free to get on with doing business. And when the exhibition is over you can leave your people to concentrate on their follow-ups, our team will be there to break down the stand, pack it all away, and bring it back safely.

You just let us know what, where and when you need it, and we sort it out. This includes the exhibition halls on continental Europe. Your people can fly out there without the struggle of co-ordinating the arrival of the stand in a foreign country.

Our service covers:

- Delivery and collection of your stand and consumables for assembly and break down by us.
- Delivery and collection from the exhibition event, for you to assemble.
- Assembly and break down of your stand.
- Full UK and European coverage in dedicated vehicles.
- We can store your stand and materials for use as you need them, at our secure site in Leeds.

Whether you're looking for a one-off delivery, or a long term arrangement, we're happy to hear from you.



**INVESTORS
IN PEOPLE**

**WE DELIVER
RELIABILITY,
NOT LIABILITY**

www.mailboxexpress.co.uk

0113 245 2666



Event Logistics

No matter the size of the event, using Mail Box Express will save you a great deal of hassle and stress. We have helped events with 5 participants through to event with 12,000 runners.

If your company likes to put back into the community and does its bit with sponsored events then we can help. Having helped in events such as a bike rides from Istanbul to Leeds through to an afternoons peddling Trans Pennine we done them all.

'Darren's been a first class help to the Appeal and Runs for some years. He, his family and workforce couldn't have been more helpful they are integral to our operation and a joy to work alongside.' March 6, 2011

Mike Tomlinson



'Mailbox Express recently supported Addleshaw Goddard in one of their most ambitious fundraising ventures yet - a cycle ride from Manchester to Leeds on 6 May 2011. Over 40 cyclists tackled the 6% climb over Saddleworth Moor and completed the 45 miles between Addleshaw Goddard's Manchester and Leeds offices. As if that wasn't enough, a further 9 riders then continued on to Addleshaw Goddard's London offices over the course of the following 3 days, cycling via Nottingham, Loughborough and Milton Keynes - that's over 270 miles!

Mailbox Express provided logistical support by safely and securely transporting the riders' bicycles between Leeds and Manchester before the event, and then again from Leeds to Manchester after the event. All in, the Addleshaw Goddard team covered 3,870 miles in total, suffered only three flat tyres, had great fun and, most importantly of all, raised over £6,000 for charity - none of which would have been possible without the fantastic support of Mailbox Express.'

Mark Curle Addleshaw Goddard LLP

ADDLESHAW GODDARD



INVESTORS
IN PEOPLE

**WE DELIVER
PROMISES,
NOT EXCUSES**

www.mailboxexpress.co.uk

0113 245 2666



Why Mail Box Express

- Double your money back if we deliver late on a timed delivery
- No charge if we don't collect a sameday within 20 Minutes
- No Fuel surcharge
- Dedicated Sameday drivers
- Easy booking
- E-bill that is transparent
- No contract tie ins
- On line booking and tracking
- Services to suit you
- Peace of Mind-Delivered



INVESTORS
IN PEOPLE

**WE DELIVER
ON TIME,
NOT ANYTIME**

www.mailboxexpress.co.uk

0113 245 2666