



**QUALITY ASSURANCE & DESIGN CHECK
MAILPIECE & PRINTING CHECK FOR MAILMARK**

1	YOUR DETAILS	
	COMPANY	
	MAILMARK PARTICIPANT NAME	
	PPI No	
	ADDRESS	
	POST TOWN	
	POSTCODE	
	CONTACT NAME	
	TELEPHONE NUMBER	
	EMAIL ADDRESS	
ROYAL MAIL CONTACT		
TELEPHONE No		

2*	MAILPIECE DETAILS	MAILMARK
	Please find enclosed 200 fully addressed, filled and sealed mail pieces with the appropriate indicia and Mailmark.	
	Design check. - 10 fully addressed, filled and sealed mail pieces with the appropriate indicia and Mailmark	
	I would like my sample items returned. If I select 'no' these items will be destroyed as 'confidential waste'.	Yes / No

Return Address	If you have selected for your samples to be returned and would like you samples returned to a different than your address above, please provide the return address below.
ADDRESS	

*	PLEASE NOTE
	We will keep 7 samples for our own records for reference in the event of any future queries.



3	SAMPLE ITEMS		
	SAMPLE ITEMS ENCLOSED		YES NO
	NUMBER OF SAMPLE ITEMS		
	PRINT NAME		
	SIGN		
	DATE		

4	POST TO	
	Mailmark Quality Assurance	
	Royal Mail	
	Drake House	
	Breakwater Road	
	Plymstock	
	PLYMOUTH PL9 7HW	