



Mailing

Cost Accounting for SendPro® C-Series

# Take advantage of superior cost accounting.

**Manage postage expenses with ease.**

When it comes to postage spend, staying on top of your budget does not have to be difficult. That's why each model of the SendPro C-Series allows for flexible cost accounting configurable to your organization's specific needs. At its simplest level, cost accounting can be set up to monitor your daily, weekly or monthly postage expenses. For a more comprehensive cost management, track expenses by departments, clients or specific jobs. With the C-Series, you will know exactly what you spent over selectable time-periods.

**Better reporting leads to smarter decisions.**

Once enabled, the cost accounting feature captures data automatically as you process mail and shipments, including piece counts and expenses by class and extra services. You can easily view details and print reports by custom time-periods or use the preset schedules (such as by week or calendar month). The system maintains weekly, monthly and annual information for up to 25 months. This allows for a year-on-year comparison.



For more information, visit us online: [pitneybowes.com/us/sendpro-c-series](http://pitneybowes.com/us/sendpro-c-series)



## Manage your operation with greater integrity.

Cost accounting on the C-Series protects your expense data and ensures accurate and reliable reporting. Cost information is available for you to run a report or export data. The reports provide real-time accuracy with the level of detail you need to best manage your operation.

## Take control with enhanced security.

With the SendPro® C-Series, it's easy to create one or more cost accounts with an account name, account code and description. Once enabled, each user must select a valid account before processing mail or shipments to ensure charges are allocated accurately. For extra security, you can assign an account password (like a PIN) to restrict access to specific accounts. You can also mark your accounts as active or inactive.

## Share cost account lists.

When you have two or more units, you can automatically share your cost account names, codes and description between systems, no matter where the devices are located. This feature enables consistent cost reporting across multiple systems. Plus, you can manage your cost accounts centrally from any computer or directly from the C-Series unit.

Feature	Details
Cost accounts (maximum assignable)	Optional (select 25 accounts, 100, 500 or more)
Account name structure	Up to 3 levels—Account, Sub Account, Sub-Sub Account
Cost account name length	Up to 75 characters for each level
Time period reporting	Monitor or report activity for custom date range or preset schedule (i.e. weekly, monthly, semi-annual, annual)
Standard reporting	8 standard report formats: Account Summary, Account Detail By Class, Account List, Transaction Detail, Confirmation Services summary, USPS 3877 Facsimile Report, Quick Profile, Weight Break by Carrier/Detailed Class
Printing options	Optional: Laser printer (USB or Wi-Fi Direct connection)
Export	Optional: INVIEW™ Analytics
Data Backup	Automatic; saved up to 25 months to allow for 2-year comparisons
Transaction limit	Unlimited
Account list management	Manage and share a cost account list from Your Account (at pb.com)
User Security	4-digit PIN can be set for individual account access
INVIEW Analytics compatible	Yes. Allows for multi-site, multi-unit consolidation of data. Custom reporting available.

For more information,  
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