

The US Postal Service developed several tools to help you prepare and transition to MTEOR when it launches in early September 2012. This series of bulletins is to keep you up-to-date with the latest MTEOR news including registration information, key facts, tips to use during the transition, and answers to your questions. Keeping you informed and aware is important for us to ensure a smooth transition.

Please continue to read these bulletins to receive all the exciting news before we launch in September!

Upcoming Events for Mailers

- **September 5**

MTEOR Info Session #2 for Mailers (1 pm ET)
MTEOR Launches

MTEOR Launches Next Week!

Before the holiday weekend, make sure you are ready for MTEOR on September 5th! Prior to launch, you should be registered on the Business Customer Gateway, and have added MTEOR as a business service.

If you did not attend the August 24th webinar, mark your calendars for Option #2 on September 5th at 1 pm.

- **MTEOR Information Session for Mailers – Option #2:** September 5 at 1 pm ET
To Access : <https://usps.webex.com/usps/onstage/g.php?t=a&d=998994220>

Calendar appointment included in this email!

To add to your Outlook calendar, open the attached file and click “Save and Close.”

What’s New on RIBBS?

Check out the MTEOR webpage for new additions to the Tools and Resources section. These materials are provided to support you throughout your transition to MTEOR. For all MTEOR updates and materials, visit <http://ribbs.usps.gov/mteor>.

- **General MTEOR FAQs** – Frequently asked questions related to MTEOR and roles involved in the MTE process
- **MTE Photo List** – print out a reference of the MTE types available in MTEOR
- **MTE Order Aid & Schedule** – print out a quick reference sheet for how and when to place an MTE Order
- **MTEOR Bulletin Archive** – view previous editions of the MTEOR Bulletin
- **Webinar Presentation** – presentation from the Information Sessions providing an overview of MTEOR, registration, ordering, and system capabilities (*coming soon!*)

REMINDER: Your Preparation Checklist

Review the following checklist to ensure that you are prepared for the MTEOR launch on September 5th.

- ✓ Continue to monitor your email for MTEOR updates
- ✓ Register on the Business Customer Gateway
- ✓ Register for MTEOR
- ✓ Identify additional MTE orderers for your location
- ✓ Ensure additional MTE orderers register on the Business Customer Gateway and add MTEOR as a service beginning September 5
- ✓ Mark your calendar for the MTEOR information session on September 5

Did You Know?

- USPS is serious about increasing their MTE inventory! The chart below details the increase in purchased MTE from FY11 to FY12.

Description	Purchased FY11	Purchased FY12
MM Trays	10,960,000	22,075,920
EMM Trays	686,000	5,100,000
Half Trays	0	1,144,000
MM Tray Sleeves	776,000	7,723,000
EMM Sleeves	308,000	4,470,000
Half Sleeves	0	823,368
Sacks	4,300,000	10,100,000
Flat Tubs	1,386,000	3,282,000
Pallets	2,525,000	3,861,750

Check out the MTEOR webpage at <http://ribbs.usps.gov/mteor/>

Questions? E-mail us at MTEOR@usps.gov