

SAVE TIME. SAVE MONEY. PROTECT YOUR COMPANY.

# Are You Still Sending Your Annual DTW Safety Warning In-House?

You may think you're saving money by doing it internally, but there's a more efficient and cost-effective way to make the most of your time and budget.

## WHAT'S REQUIRED TO COMPLETE YOUR DUTY-TO-WARN INTERNALLY?

### Purchase and Acquisition

- Envelopes
- Copy paper
- Print brochures
- Mailing labels
- Postage
- Printer ink, cartridges, tape, fluid, toner

### Facilities

- Place to complete production
- Storage of equipment and materials

### Production

- Laser printers
- Folding and inserting equipment
- Postage meter purchase or rental payments
- Training operators on use of equipment
- Mailing software purchase and updates
- Labor for printing, sorting, folding and inserting

### Postage

- Expense of postage
- Transportation delivery to and from U.S. Postal Service

### Challenges and Limitations

- Capability limitations with small scope of equipment
- Inability to maximize volume purchasing discounts on materials
- Unreported overpayment of metered or other postage
- Losses by mailing undeliverable-as-addressed mail

## BENEFITS OF USING A THIRD PARTY

- Comprehensive, cost effective, and efficient
- Accurate mailing list resulting in no returns
- Easy record keeping and organization
- Everything is stored electronically, taking up no physical space
- Time-stamped and documented proof that your safety mailing was sent to your customer list
- National Change of Address (NCOA) access and CASS software system keep addresses updated and forwarded, with aligned zip codes
- Abundance of clientele means qualification for volume postage discounts



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