



# Mails Verification on Site

Version 1

13 January 2011

## Mails Verification on Site

Mails Verification on Site (MVoS) is a service where Royal Mail provides staff on customer premises in order to:

- monitor the production of Mailings, and paperwork during the preparation of Mailings
- check that Mailings satisfy the requirements of the product specification.
- check for missorts in the sortation of bags or bundles;
- check for correct presentation and segregation of the contents of cages and pallets.

The MVOS service is available to customers that satisfy the following requirements:

- mailing a minimum of 50,000 Letters or 15,000 Packets per day sent using any of the Mailsort , Presstream , Walksort , Mailmedia , Big Book or Royal Mail Heavyweight mail services;
- compliance with Royal Mail's health and safety site requirements

The MVOS service is subject to an annual service charge, which covers the incremental cost of providing and managing the staff on site. The service charge is subject to VAT at the standard Rate

For further information on MVoS please contact 0207 4212230