



MAIL BOXES ETC.®

Information Sheet

Customer's Name:

Customer's Work Order Number:

Traffic School Customer Instructions

Please take this document with you and tell the center associate you are part of the Corporate Account program for I Drive Safely.

The UPS Store® / Mail Boxes Etc.® Instructions

If you have questions regarding how to process this transaction, call MBE Technical Operations at 800-546-8008.

Center Associate: Review the instructions below or go to the Corporate Account Work Order for additional details. Once the transaction is completed, ring up all charges within your POS.

NOTE: You will receive payment via your monthly Program Revenue Payment from the MBE Home Office. You will not collect any money for this transaction from the customer.

ATTENTION The UPS Store / MBE Center: FOR COMPUTER TIME RENTAL SERVICES:

- ☐ **STEP 1.** Check that name on Driver's License matches the one above. If not, please call

- ☐ **STEP 2.** Have customer go to _____ and enter the password listed below.

Password

NOTE: If ID does not match or customer is having problems logging in, have them call