



MAIL BOXES ETC.®

Convenio de Afiliación Affiliation Agreement

SJO # _____ Box # _____ Tienda/Store: Tamarindo/Langosta

Información Básica. Basic Information. Por favor escriba en letra de molde. / Please Print

Form with fields: Nombre / Name, Cédula de Identidad / ID. or Passport #, Nombre Corporación / Corporation, Cedula Jurídica / Company Registration, Dirección Física / Physical Address, Tel. Hab. / Home Phone, Celular / Cell Phone, Tel. Ofic. / Office Phone, Correo Electrónico / e-mail.

Usuarios Autorizados: Authorized Users:

Por favor escriba los nombres de las personas autorizadas a enviar y recibir correspondencia en esta cuenta. Please write the names of the persons authorized to send and receive mail through this account.

Table with 4 columns: Apellido / Surname, Nombre / Name, C.I. / ID. or Passport, Tel. / Phone

Información de la Cuenta. Account Information.

Tipo de Cuenta / Type of Account: Plan A Plan B Super Saver Otro / Other

Plazo de duración / Time Period: 6 meses/months 12 meses/months Otro / Other

A partir del día / Beginning on the day mes / month año/year *

*Renovable por períodos iguales, si una de las partes no da aviso Escrito a la otra de su deseo de dar por terminado el contrato o sus posibles prórrogas, con por lo menos treinta (30) días de anticipación al vencimiento del presente contrato o alguna de sus prórrogas.

*Will be prolonged by equal time periods, unless one of the parties informs the other party of their wish to terminate the contract without any prolongation, at least thirty (30) days before the expiration of the present contract or any of its prolonged time periods.

Forma de Pago. Method of Payment.

Todo propietario de un casillero MBE deberá proporcionar una tarjeta de crédito ó débito válida para activar su cuenta. MBE realizará los correspondientes cobros a su tarjeta, una vez efectuada la facturación del mes. Las compañías podrán efectuar sus pagos a través de cheques corporativos o transferencias bancarias antes del día 15 de cada mes.

Form with fields: MC VISA, No. / Number, Tarjetahabiente / Cardholder, Vence / Expiration, No. Seguridad / Security No., Banco Emisor / Issuer.

Firma. Signature. He leído y entendido todas las partes de este convenio, adjunto copia de mi identificación y tarjeta de crédito. / I have read and understood all parts of this agreement, attach a copies of my I.D. and credit card.

Firma del Cliente. Customer's Signature

Fecha. Date

Sección para ser llenada únicamente por un representante de MBE. / This section is to be filled out only by an MBE rep.

Form with fields: Pre-Pago, Fecha de Inscripción, Contactado por, Límite de Crédito, Promo, Fin de Contrato, Vendedor, Firma del Gerente.

Escriba sus iniciales confirmando que ha sido notificado y entiende como funciona el servicio de Mail Boxes Etc.

____ Mail Boxes Etc. cobra por el peso físico, se cobra por peso dimensional a paquetes que tengan dimensiones mayores a 90x48 pulgadas. Tarimas están sujetas a peso dimensional.

____ Todos los paquetes que lleguen a nuestra bodega en Miami sin la información correcta de cuenta o sin valor comercial estarán sujetos a atrasos. Si un paquete se está tardando más de la cuenta, por favor contáctenos para poder rastrear el paquete en inventarios.

____ **Trámite Aduanal.** Cualquier paquete que entre al país, excepto periódicos, revistas o sobres con documentos, está sujeto a inspección aduanal y probable pago tanto de impuestos arancelarios como de trámites aduanales. Calcularán los impuestos correspondientes sobre el valor C.I.F. (Costo + Seguro + Flete). En este caso el Cliente se compromete a pagar inmediatamente todos estos gastos.

____ Los paquetes retenidos en aduana pagarán los impuestos correspondientes más un servicio aduanal y bodegaje de 70 cents por kilo. Tarifas pueden cambiar.

Tarifas Agencia Aduanal:
\$2 CIF value (\$1 to \$15)
\$5 CIF value (\$16 to \$150)
\$10 CIF value (\$151 to \$500)
\$20 CIF value (\$501 to \$2000)

____ *Ciertos productos requieren permisos de instituciones gubernamentales. Estos incluyen y no se limitan a los siguientes: vitaminas, medicinas, aceites, cremas, cigarros, licor, otros. Ofrecemos el servicio para retirar el paquete pero aplican costos extras (Permiso: \$15, Poliza Individual \$35 + Más impuestos) El cliente siempre tiene la opción de retirar el paquete uno mismo.

____ Toda persona que resida en Costa Rica tiene derecho a exonerar un paquete cada seis meses. Restricciones: El paquete debe tener un valor C.I.F. que sea menos de \$500 y debe ser de uso personal. MBE debe ser notificado de su interés antes de que el paquete pase por aduanas. Aunque no pagarán impuestos el proceso de exoneración tiene un costo de \$40. Preguntale su centro de servicio para information.

____ Los empleados de Mail Boxes Etc. están dispuestos a ayudar con cualquier consulta o problema. Mail Boxes Etc. es una franquicia de UPS y todas las tiendas garantizan excelente servicio al cliente. Si no lo han tratado de esta manera por favor contactar a las siguientes personas.

Initial the following acknowledging that you have been notified and understand clearly how MBE service works.

____ Mail Boxes Etc. charges for importing physical weight. We charge dimensional weight only for packages measuring more than 90x48 inches. Pallets are also subject to dimensional weight.

____ All packages that arrive in our Miami facility without a correct account info or without a commercial value are subject to delays. Packages of this nature end up in our inventory system and have to be claimed. If any package is taking an unreasonable long time to arrive please contact us with a tracking # so we may assist.

____ **Customs Disposition.** All packages entering the country, except newspapers, magazines and envelopes containing documents, are subject to customs inspection and probable payment of duties based on it's C.I.F. value (Cost + Insurance + Freight). In case of a payment of duties, the client promises to pay the necessary amount immediately.

____ The packages that are retained in customs will pay Costa Rican import taxes + a broker fee + .70 cents per kilo for warehousing fee. Prices subject to change without notice.

Broker Fee Rates:
\$2 CIF value (\$1 to \$15)
\$5 CIF value (\$16 to \$150)
\$10 CIF value (\$151 to \$500)
\$20 CIF value (\$501 to \$2000)

____ *Certain products may require permits from government agencies. Products list include: vitamins or medicine of any kind, oils/creams, tobacco/liquor, other. MBE offers the service of clearing these products from customs, when customs allow us, but additional costs will apply. (Permit \$15, Individual Policy \$15 + applicable taxes) A client always has the right to clear packages themselves. Proper notice must be given.

____ Every person residing in Costa Rica has a legal right to exonerate one package every 6 months. Restrictions: package must be of C.I.F. value less than \$500 and must be for personal use. MBE must be notified before customs clears packages of clients desire to exonerate. While these packages will not pay any import taxes, the cost to file for this process is \$45. Check with you center for availability.

____ Mail Boxes Etc. employees are always available to you for any consultation or problem. Mail Boxes Etc. Costa Rica is a franchise MBE Worldwide and all stores worldwide guarantee world-class customer service. If you feel that you were not treated in this manner, the following resources are available to you.

Natalie Rush- Store Owner Email: natalierush@mailboxesetclangosta.com Tel: 506-2653-0502

Chris Thompson- Master Franchise Owner MBE Central America Email: crthompson@cwpanama.net Phone 507-264 -7062

United States Postal Service®
Application for Delivery of Mail Through Agent
 See Privacy Act Statement on Reverse

1. Date _____

In consideration of delivery of my or our (firm) mail to the agent named below, the addressee and agent agree: (1) the addressee or the agent must not file a change of address order with the Postal Service™ upon termination of the agency relationship; (2) the transfer of mail to another address is the responsibility of the addressee and the agent; (3) all mail delivered to the agency under this authorization must be prepaid with new postage when redeposited in the mails; (4) upon request the agent must provide to the Postal Service all addresses to which the agency transfers mail; and (5) when any information required on this form changes or becomes obsolete, the addressee(s) must file a revised application with the Commercial Mail Receiving Agency (CMRA).

NOTE: The applicant must execute this form in duplicate in the presence of the agent, his or her authorized employee, or a notary public. The agent provides the original completed signed PS Form 1583 to the Postal Service and retains a duplicate completed signed copy at the CMRA business location. The CMRA copy of PS Form PS 1583 must at all times be available for examination by the postmaster (or designee) and the Postal Inspection Service. The addressee and the agent agree to comply with all applicable Postal Service rules and regulations relative to delivery of mail through an agent. Failure to comply will subject the agency to withholding of mail from delivery until corrective action is taken.

This application may be subject to verification procedures by the Postal Service to confirm that the applicant resides or conducts business at the home or business address listed in boxes 7 or 10, and that the identification listed in box 8 is valid.

2. Name in Which Applicant's Mail Will Be Received for Delivery to Agent (Complete a separate PS Form 1583 for EACH applicant. Spouses may complete and sign one PS Form 1583. Two items of valid identification apply to each spouse. Include dissimilar information for either spouse in appropriate box.) Mail Boxes Etc.	3a. Address to be Used for Delivery (Include PMB or # sign.) 2250 NW 114th Ave., Unit 1R		
	3b. City Miami	3c. State FL	3d. ZIP + 4® 33172-3652

4. Applicant authorizes delivery to and in care of:	5. This authorization is extended to include restricted delivery mail for the undersigned(s):		
a. Name E-Box Logistics			
b. Address (No., street, apt./ste. no.) 2250 NW 114th Ave., Unit 1R			
c. City Miami	d. State FL	e. ZIP + 4 33172-3652	

6. Name of Applicant	7a. Applicant Home Address (No., street, apt./ste. no)		
8. Two types of identification are required. One must contain a photograph of the addressee(s). Social Security cards, credit cards, and birth certificates are unacceptable as identification. The agent must write in identifying information. Subject to verification. a. b.	7b. City		7c. State
	7d. ZIP + 4		
	7e. Applicant Telephone Number (Include area code)		
	9. Name of Firm or Corporation		
	10a. Business Address (No., street, apt./ste. no)		
	10b. City	10c. State	10d. ZIP + 4
	10e. Business Telephone Number (Include area code)		
	11. Type of Business		

12. If applicant is a firm, name each member whose mail is to be delivered. (All names listed must have verifiable identification. A guardian must list the names of minors receiving mail at their delivery address.)

13. If a CORPORATION, Give Names and Addresses of Its Officers	14. If business name (corporation or trade name) has been registered, give name of county and state, and date of registration.
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Warning: The furnishing of false or misleading information on this form or omission of material information may result in criminal sanctions (including fines and imprisonment) and/or civil sanctions (including multiple damages and civil penalties).

15. Signature of Agent/Notary Public	16. Signature of Applicant (If firm or corporation, application must be signed by officer. Show title.)
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MAIL BOXES ETC.®

Pricing

“ FREE ” FORWARDING ADDRESS IN THE USA

Mail Box Rental Plans

(Receive international & local mail/packages)

- Super Saver Plan - \$15.00/month
(2.2/lbs. free weight included, overage is \$6.34 per lb.)
- Typical Plan - \$27.00/month
(4.4/lbs. free weight included, overage is \$6.14 per lb.)

Large Shipments weighing more than 110 lbs in the same month..... \$5.23/lb.

“ Ask us how you can save money by shipping more weight ”

* Customs duty (importation tax) & brokerage fees must be paid in cash when you retrieve your package from our store.

* Two forms of ID (Passport & Driver’s License) and a valid credit card are required to activate your MBE account.

We value our customers and take pride in providing excellent service!

**Mail Boxes Etc.
Plaza Langosta, C3
Langosta, Guanacaste
Tel: 506-2653-0502
Fax: 506-2653-2532**

info@mailboxesetclangosta.com
www.mailboxesetclangosta.com