

Mailing and Fulfillment Services

Be it a simple self-mailer, multiple components in an envelope, or packaging, Complete Mailing Service will prepare it for you, in the most efficient way, by hand or machine, at the lowest postage rates available.

Some examples of Mailing Production and Fulfillment services we provide are:

- Folding
- Tabbing / Wafer Sealing
- Inkjet Addressing
- Machine Inserting, #10, 6x9, 9x12
- Hand assembly
- Hand Match inserting
- Fulfillment Packaging

Full Service Lettershop



Your One-Stop Lettershop

At Complete Mailing Service (CMS), we take the worry and hassle out of coordinating any direct mail project.

We are your full service, one-stop lettershop, for all your direct mail marketing needs and we do everything in-house at our 15,000 square foot facility, located in Franklin Park, Illinois.

From concept to the post office, we can handle every aspect of your direct mail marketing campaign.

Let Complete Mailing Service handle all of your direct mail needs.

- Data Processing & Analytics
- Data Entry
- Duplicate Elimination / Merge Purge
- NCOA, CASS Certification Presorting for Maximum Postal Discounts
- Postage Rates and Software
- Laser Personalization
- Inkjet Envelope Addressing
- Kitting and Fulfillment Services
- Delivery and Coordination with USPS Postal Distribution Centers