

If your wholesale rates for any carrier are incorrect, you may correct them by resetting your tier or level discount.

- In PostalMate choose **Tools > PostalMate Settings**.
- Choose **Carrier Setup**.
- Choose a Carrier. (i.e. FedEx, UPS, USPS, etc.)
- Set your wholesale rates (the rate you pay) on this screen by indicating your Tier or Incentive level or Rate program.
- If you do not know your tier level or Incentive level, contact your Carrier Representative.

Choose Carrier Setup on the left pane.

Select the tier, incentive level or rate plan from the drop-down list and click Apply.

The image shows two overlapping screenshots from the PostalMate software. The top screenshot is the 'PostalMate Settings' window, with the 'Carrier Setup' option selected in the left-hand navigation pane. The 'FedEx' tab is active, showing various configuration options like 'Express enabled', 'Ground enabled', 'Account', and 'Wholesale rates'. The bottom screenshot is a 'Set Wholesale Rates' dialog box for FedEx Express, featuring a dropdown menu for 'FASC Express Tier' with options from Tier 5 to Tier 9. Callout boxes provide instructions on navigating to 'Carrier Setup' and selecting a tier from the dropdown menu.