Bing EasyPost & BingMail

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EasyPost (Bing) is a separate application that is integrated with StrataMax. The following article provides information about how to configure StrataMax to use the 'EasyPost API'. Bing acts as a virtual printer for printing levy and arrears notices, as well as correspondence sent from ***Merge Letters*** *or* reports using Report Distribution, including distribution of notices and minutes from ***Meeting Hub***. For installation of the software and to troubleshoot specific areas of Bing please use the below details to contact Bing directly:

- Mail Help webpage: https://help.bingmail.com.au/
- Email Address: customerservice@bingmail.com.au
- Phone Number: 1300 309 800

> There is no need to include a merge or cover letter with address merge fields, as the BING API Printer uses the recipient data from Report Distribution exactly as displayed on screen. This is confirmed on the Preview screen, prior to distributing.

Bing EasyPost API

StrataMax can be configured to use the Bing EasyPost API when printing levies, correspondence, or reports from Report Distribution / Merge Letters. When enabled, StrataMax groups all levy notices and related documents for each building and uploads them to the BingMail Customer Portal for review. Including all documents in Report Distribution ensures accurate filing to DocMax and complete logs.

The BingMail Customer Portal automatically detects recipient addresses and combines all documents for the same recipient into a single envelope, reducing postage costs. You can find further information regarding the BingMail Customer Portal on their *Bing Customer Portal page*. For additional information please contact the Bing Customer Service department.

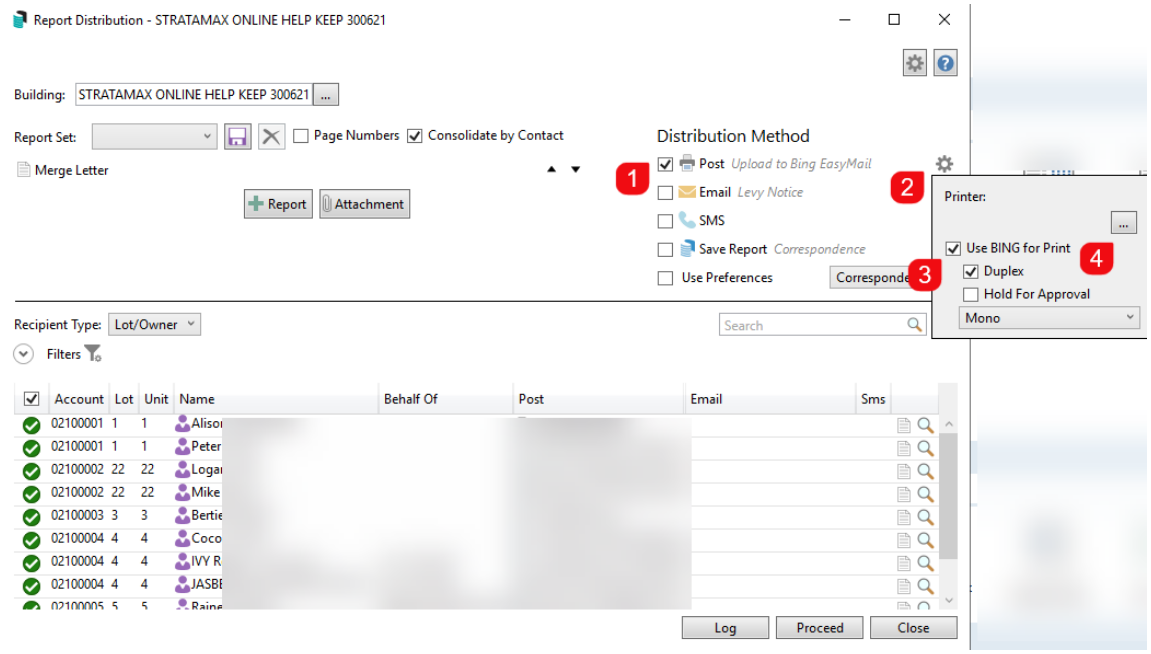
To configure StrataMax to use the Bing EasyPost API, you will first need the below Bing EasyPost credentials, which you can obtain directly from Bing:

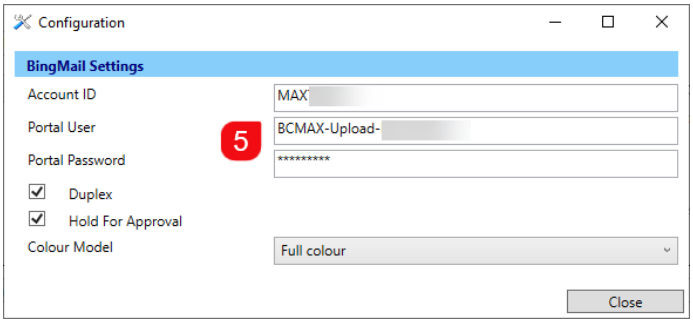
- Account ID
- Portal Account Username
- Portal Account Password

Bing EasyPost Configuration & Printer Setup

Configure StrataMax to use the BingMail EasyPost API to upload the documents. Then the 'Use BING to Print' option should be selected in the *Printer Setup*. This can be configured in any window that uses Report Distribution and includes ***Levy Management*** (Distribute Levies) Levy Arrears, ***Merge Letters*** or ***Meeting Hub***.

1. Select *Post* as the Distribution Method.
2. Select the settings cogwheel.
3. Tick 'Use BING for Print'. If this is grey, continue with the steps below to activate this tickbox.
4. Select the ellipses button.
5. From *Tools* select *BingMail Settings*.
6. Enter the BingMail Settings as supplied above.
7. Click *Close*. Ensure *Use BING for Print* is ticked.





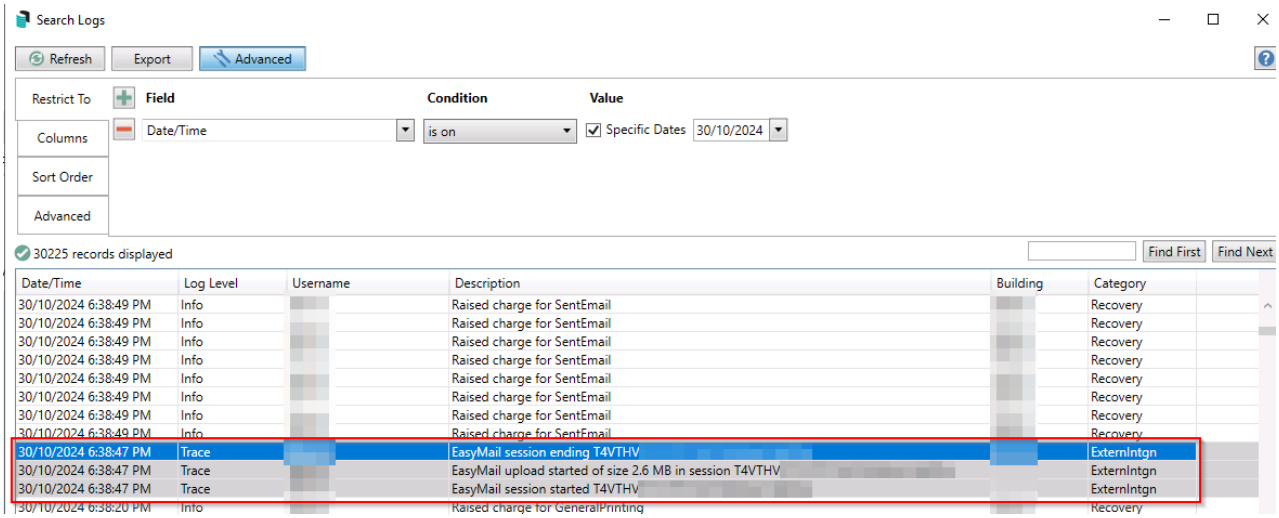
Bing EasyPost API Troubleshooting

Use the Report Distribution Log to review the progress of the issued reports and resume or reissue as required.

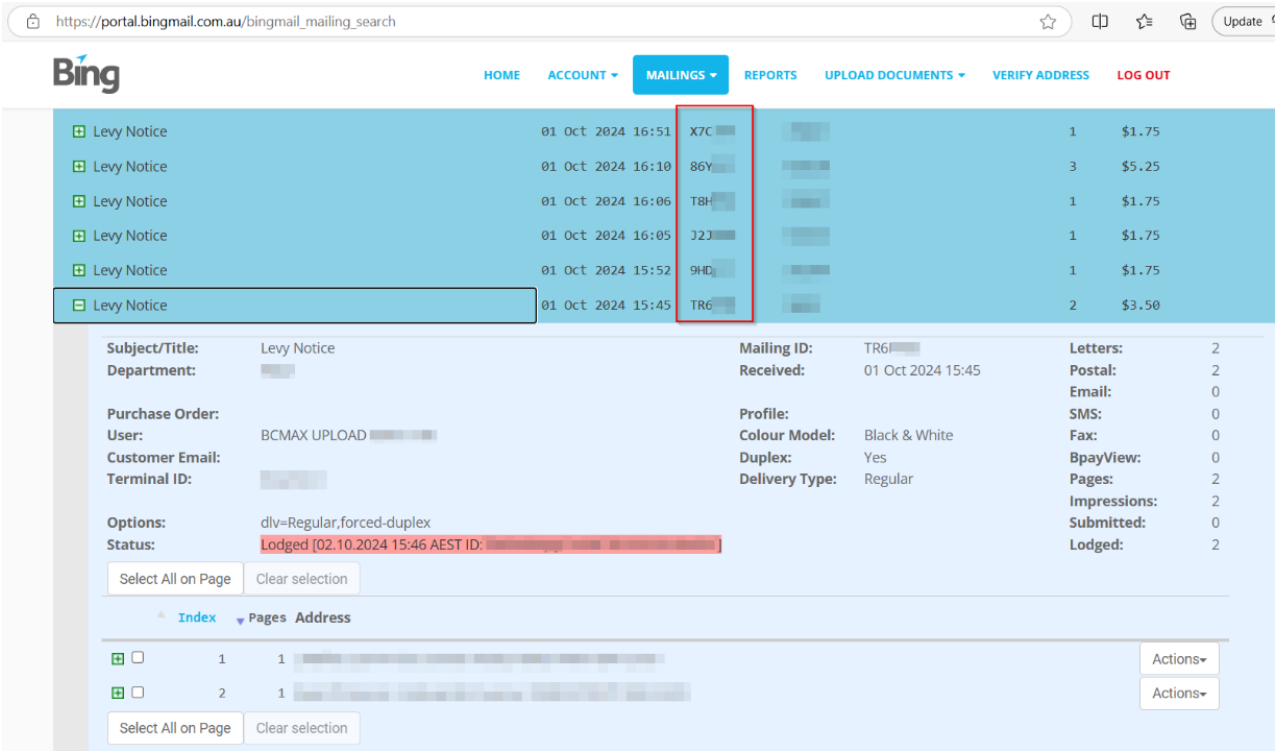
Bing EasyPost API Log Viewer

When a mailing is distributed from StrataMax,***Log Viewer*** will contain information in the *ExternIntgn* category for confirmation. If there is an error, such as incorrect BingMail Settings credentials, the information will be available in the *Reports* category. The screenshots below confirm what these look like.

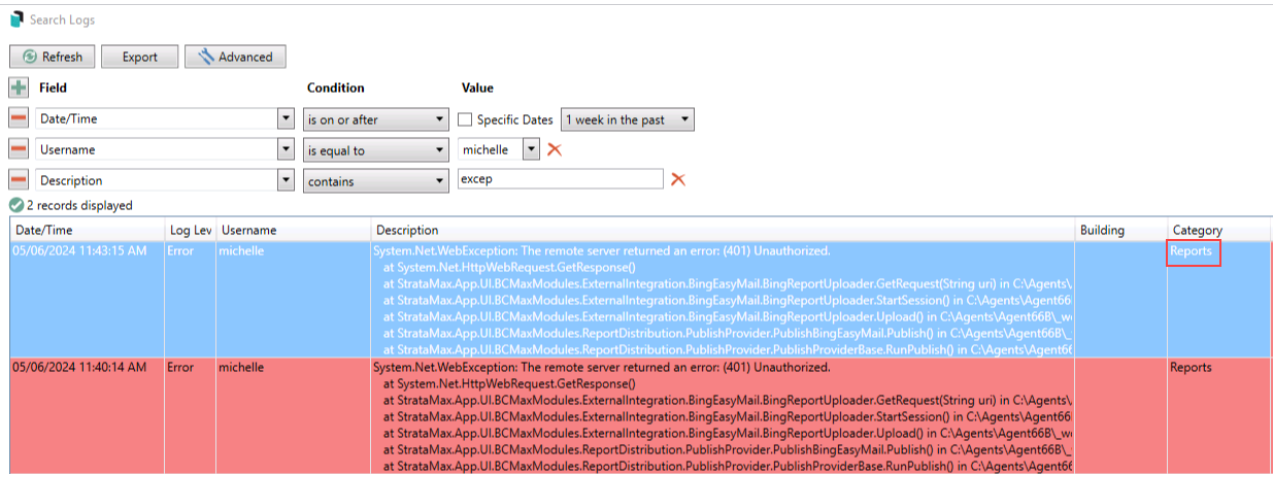
Log Viewer category: ExternIntgn and confirms successful distribution.



The first 6 digits are the mailing ID that can be located on the Bingmail Portal.



Log Viewer category: Reports confirms if there are any errors with the distribution.


Search Logs
Refresh
Export
Advanced
Field
Condition
Value
Date/Time
is on or after
Specific Dates
1 week in the past
Username
is equal to
michelle
Description
contains
excep
2 records displayed
Date/Time
Log Lev
Username
Description
Building
Category
05/06/2024 11:43:15 AM
Error
michelle
System.Net.WebException: The remote server returned an error: (401) Unauthorized.
at System.Net.HttpWebRequest.GetResponse()
at StrataMax.App.UI.BCMaxModules.ExternalIntegration.BingEasyMail.BingReportUploader.GetRequest(String uri) in C:\Agents\
at StrataMax.App.UI.BCMaxModules.ExternalIntegration.BingEasyMail.BingReportUploader.StartSession() in C:\Agents\Agent66
at StrataMax.App.UI.BCMaxModules.ExternalIntegration.BingEasyMail.BingReportUploader.Upload() in C:\Agents\Agent66B_w
at StrataMax.App.UI.BCMaxModules.ReportDistribution.PublishProvider.PublishBingEasyMail.Publish() in C:\Agents\Agent66B_
at StrataMax.App.UI.BCMaxModules.ReportDistribution.PublishProvider.PublishProviderBase.RunPublish() in C:\Agents\Agent6
Reports
05/06/2024 11:40:14 AM
Error
michelle
System.Net.WebException: The remote server returned an error: (401) Unauthorized.
at System.Net.HttpWebRequest.GetResponse()
at StrataMax.App.UI.BCMaxModules.ExternalIntegration.BingEasyMail.BingReportUploader.GetRequest(String uri) in C:\Agents\
at StrataMax.App.UI.BCMaxModules.ExternalIntegration.BingEasyMail.BingReportUploader.StartSession() in C:\Agents\Agent66
at StrataMax.App.UI.BCMaxModules.ExternalIntegration.BingEasyMail.BingReportUploader.Upload() in C:\Agents\Agent66B_w
at StrataMax.App.UI.BCMaxModules.ReportDistribution.PublishProvider.PublishBingEasyMail.Publish() in C:\Agents\Agent66B_
at StrataMax.App.UI.BCMaxModules.ReportDistribution.PublishProvider.PublishProviderBase.RunPublish() in C:\Agents\Agent6
Reports