SECURITIES AND EXCHANGE COMMISSION
Washington, D.C. 20549-1004
$F O R M 10-Q$


World Headquarters
Stamford, Connecticut 06926-0700
Telephone Number: (203) 356-5000
The Registrant (1) has filed all reports required to be filed by
Section 13 or $15(\mathrm{~d})$ of the Securities Exchange Act of 1934 during the
preceding 12 months, and (2) has been subject to such filing
requirements for the past 90 days. Yes X No_--

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Part I - Financial Information

    Pitney Bowes Inc.
    Consolidated Statement of Income

    (Unaudited)
    (Dollars in thousands, except per share data)

| Three | Months Ended $1994$ |  | $\begin{array}{r} \text { mber } 30, \\ 1993 * \end{array}$ | Nine | $\begin{gathered} \text { Months Ended } \\ 1994 \end{gathered}$ | $\begin{array}{r} \text { September } 30, \\ 1993 * \end{array}$ |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Revenue from: |  |  |  |  |  |  |  |
| Sales \$ | 341,070 | \$ | 298,032 |  | \$ 1,002,514 | \$ | 871,358 |
| Rentals and financing | 359,896 |  | 323,270 |  | 1,058,538 |  | 986,841 |
| Support services | 105,475 |  | 102,623 |  | 309,052 |  | 308,370 |
| Total revenue | 806,441 |  | 723,925 |  | 2,370,104 |  | 2,166,569 |
| Costs and expenses: |  |  |  |  |  |  |  |
| Cost of sales | 201,719 |  | 166,955 |  | 585,424 |  | 491,768 |
| Cost of rentals and financing | 110,132 |  | 98,014 |  | 342,256 |  | 316,433 |
| Selling, service and administrative | 297,281 |  | 273,560 |  | 851,599 |  | 807,691 |
| Research and development | 20,005 |  | 18,876 |  | 57,691 |  | 59,265 |
| Interest, net | 47,851 |  | 42,016 |  | 136,118 |  | 136,168 |
| Nonrecurring items, net | $(25,366)$ |  | - |  | $(25,366)$ |  | - |
| Total costs and expenses | 651,622 |  | 599,421 |  | 1,947,722 |  | 1,811,325 |
| Income from continuing operations before |  |  |  |  |  |  |  |
| income taxes | 154,819 |  | 124,504 |  | 422,382 |  | 355,244 |
| Provision for income taxes | 69,498 |  | 66,117 |  | 168,367 |  | 150,752 |
| Income from continuing operations | 85,321 |  | 58,387 |  | 254,015 |  | 204,492 |
| Discontinued operations | 10,706 |  | 10,644 |  | 32,492 |  | 33,905 |
| Income before effect of a change in accounting |  |  |  |  |  |  | 238,397 |
| Effect of a change in accounting for postemployment benefits | - |  | - - |  | $(119,532)$ |  | - |
| Net income \$ | 96,027 | \$ | 69,031 | \$ | \$ 166,975 | \$ | 238,397 |
| Income per common and common equivalent share: |  |  |  |  |  |  |  |
| Income from continuing operations \$ | . 54 | \$ | . 37 | \$ | \$ 1.60 | \$ | 1.29 |
| Discontinued operations | . 07 |  | . 06 |  | . 20 |  | . 21 |
| Effect of a change in accounting for postemployment benefits | - |  | - |  | (.75) |  | - |
| Net income \$ | . 61 | \$ | . 43 | \$ | \$ 1.05 | \$ | 1.50 |


| Average common and common equivalent shares outstanding | 158,029,162 |  | 159,310,258 |  | 158,874,016 |  | 159,064,360 |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Dividends declared per share of common stock | \$ | . 26 | \$ | . 225 | \$ | . 78 | \$ | . 675 |
| Ratio of earnings to fixed charges |  | 3.52 |  | 3.31 |  | 3.43 |  | 3.11 |

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Pitney Bowes Inc.
Consolidated Balance Sheet
(Unaudited)

| (Dollars in thousands) | $\begin{aligned} & \text { September } 30 \text {, } \\ & 1994 \end{aligned}$ |  | er 31, |
| :---: | :---: | :---: | :---: |
| Assets |  |  |  |
| Current assets: |  |  |  |
| Cash and cash equivalents | \$ 65,017 | \$ | 54,653 |
| Short-term investments, at cost which approximates market | 699 |  | 1,153 |
| Accounts receivable, less allowances: |  |  |  |
| Finance receivables, less allowances: |  |  |  |
| 9/94, \$36,204; 12/93, \$39,488 | 988,744 |  | 994,998 |
| Inventories (Note 2) | 432,914 |  | 394,744 |
| Other current assets and prepayments | 86,363 |  | 79,391 |
| Total current assets | 1,967,563 |  | 936,749 |
| Property, plant and equipment, |  |  |  |
| Rental equipment and related inventories, net (Note 3) | 664,006 |  | 641,588 |
| Property leased under capital |  |  |  |
| Long-term finance receivables, less allowances: |  |  |  |
| Goodwill, net of amortization: |  |  |  |
| Other assets | 608,784 |  | 517,729 |
| Total assets | \$6,971,766 |  | 793,816 |
| Liabilities and stockholders' equity |  |  |  |
| Current liabilities: |  |  |  |
| Accounts payable and |  |  |  |
| Income taxes payable | 216,046 |  | 200,110 |
| Notes payable and current portion of |  |  |  |
| long-term obligations (Note 4) | 2,269,909 |  | 081,872 |
| Advance billings | 319,422 |  | 315,840 |
| Total current liabilities | 3,466,161 |  | 273,381 |
| Deferred taxes on income | 413,717 |  | 409,660 |
| Long-term debt | 803,235 |  | 847,316 |
| Other noncurrent liabilities (Note 5) | 456,536 |  | 391,864 |

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Stockholders' equity:
```

    Cumulative preferred stock, \$50 par
        value, 4\% convertible 63
    Cumulative preference stock, no par
        value, \$2.12 convertible 2,819 2,969
    Common stock, \(\$ 2\) par value 323, 338 3238
    Capital in excess of par value
        34, 752
        \(\begin{array}{rr}34,752 & 36,762 \\ , 718,331 & 1,674,168\end{array}\)
    Retained earnings
    Cumulative translation adjustments
    1,718,331
        1,674,168
        \((41,310) \quad(47,319)\)
    Treasury stock, at cost
        \((205,866)\)
        \((118,391)\)
        Total stockholders' equity
    \(1,832,117\)
    \(1,871,595\)
    Total liabilities and stockholders' equity
$\$ 6,971,766$
$\$ 6,793,816$

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Pitney Bowes Inc.
Consolidated Statement of Cash Flows
(Unaudited)
(Unaudited)


| Cash flows from financing activities: |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| Increase in notes payable |  | 210,094 |  | 47,483 |
| Proceeds from long-term obligations |  | 200,000 |  | - |
| Principal payments on long-term obligations |  | $(262,635)$ |  | $(204,619)$ |
| Proceeds from issuance of stock |  | 20,283 |  | 19,863 |
| Stock repurchases |  | $(111,708)$ |  | $(5,144)$ |
| Dividends paid |  | $(122,812)$ |  | $(106,410)$ |
| Net cash used in financing activities |  | $(66,778)$ |  | $(248,827)$ |
| Effect of exchange rate changes on cash |  | 385 |  | $(1,687)$ |
| Increase in cash and cash equivalents |  | 10,364 |  | 20,895 |
| Cash and cash equivalents at beginning of period |  | 54,653 |  | 71,016 |
| Cash and cash equivalents at end of period | \$ | 65,017 | \$ | 91,911 |
| Interest paid | \$ | 151,641 | \$ | 153,280 |
| Income taxes paid | \$ | 85,768 | \$ | 105,946 |

<FN>

* Restated to reflect discontinued operations.

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Pitney Bowes Inc.
Notes to Consolidated Financial Statements
Note 1:
The accompanying unaudited consolidated financial statements have been prepared in accordance with the instructions to Form 10-Q and do not include all the information and footnotes required by generally accepted accounting principles for complete financial statements. In the opinion of Pitney Bowes Inc. ("the company"), all adjustments (consisting of only normal recurring adjustments) necessary to present fairly the financial position of the company as of September 30,1994 and the results of its operations and cash flows for the nine months ended September 30,1994 and 1993 have been included. Operating results for the nine months ended September 30, 1994 are not necessarily indicative of the results that may be expected for the year ending December 31, 1994. These statements should be read in conjunction with the financial statements and notes thereto included in the company's Annual Report to Stockholders and Form 10-K Annual Report for the year ended December 31, 1993.

Note 2:

Inventories are comprised of the following:

| (Dollars in thousands) | $\begin{array}{r} \text { September } 30, \\ 1994 \end{array}$ | $\begin{array}{r} \text { December } 31, \\ 1993 \end{array}$ |
| :---: | :---: | :---: |
| Raw materials and work in process | \$ 120,907 | \$ 98,647 |
| Supplies and service parts | 110,587 | 98,773 |
| Finished products | 201,420 | 197,324 |

Note 3:

| (Dollars in thousands) | $\begin{array}{r} \text { September } 30, \\ 1994 \end{array}$ | $\begin{array}{r} \text { December } 31, \\ 1993 \end{array}$ |
| :---: | :---: | :---: |
| Property, plant and equipment | \$1,195,471 | \$1,136,849 |
| Accumulated depreciation | (634,409) | $(581,811)$ |
| Property, plant and equipment, net | \$ 561,062 | \$ 555,038 |
| Rental equipment and related inventories | \$1,439,505 | \$1,426,395 |
| Accumulated depreciation | $(775,499)$ | $(784,807)$ |
| Rental equipment and related inventories, net | \$ 664,006 | \$ 641,588 |
| Property leased under capital leases | \$ 40,838 | \$ 48,792 |
| Accumulated amortization | $(27,792)$ | $(33,341)$ |
| Property leased under capital leases, net | \$ 13,046 | \$ 15,451 |

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Note 4:

Current liabilities include the following:
(Dollars in thousands) September 30, December 31, 19941993

Accounts payable and accrued liabilities:
Accounts payable - trade
Accrued salaries, wages
and commissions 78,179 94,092

Accrued pension benefits 99,723 80,898
Miscellaneous accounts payable and accrued liabilities

352,176 313,089

Total

Notes payable and current portion of long-term obligations:
Notes payable and overdrafts
Current portion of long-term debt Current portion of capital lease obligations
$\$ 2,211,163 \quad \$ 2,000,364$
56,196 78,222

2,550
3,286

Total
$\$ 2,269,909 \$ 2,081,872$

Note 5:

Other noncurrent liabilities include the following:
(Dollars in thousands)

Accrued nonpension postretirement benefits
Accrued postemployment benefits Long-term capital lease obligations

Total

September 30, December 31, 19941993
$\$ \quad 359,205 \quad \$ \quad 362,402$

70,111 -
27,220 29,462
\$ 456,536 \$ 391,864

Note 6:
The company adopted Statement of Financial Accounting Standards No. 112, "Employers' Accounting for Postemployment Benefits" (FAS 112) as of January 1, 1994. FAS 112 requires that postemployment benefits be recognized on the accrual basis of accounting for fiscal years beginning after December 15, 1993. Postemployment benefits include primarily company provided medical benefits to disabled employees and company provided life insurance as well as other disability- and death- related benefits to former or inactive employees, their beneficiaries and covered dependents.

The one-time effect of adopting FAS 112 was a non-cash, after-tax charge of $\$ 119.5$ million (net of approximately $\$ 80.5$ million of income taxes), or 75 cents per share.

Since the first quarter of 1994, as part of the company's employee worklife initiatives, employee input was actively sought about benefits and it was concluded that employees prefer benefits more closely related to their changing work-life needs. As a result, the

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company significantly reduced or eliminated certain postemployment benefits, specifically service-related company-subsidized life insurance, salary continuance and medical benefits, resulting in an after-tax credit to income of $\$ 70.9$ million (net of approximately $\$ 47.7$ million of income taxes). The company also instituted, effective January 1, 1995, certain enhancements to its deferred investment plan, including an increase in the company's match of employee contributions.

Note 7:
The company has refined its strategic focus, with the intent to capitalize on its strengths and competitive position. Based on an extensive review, the company decided to concentrate its energies and resources on products and services which facilitate the preparation, organization, movement, delivery, tracking, storage and retrieval of documents, packages, letters and other materials, in hard copy and digital form for its customers. Accordingly, the company announced its intent to seek buyers for its Dictaphone Corporation (Dictaphone) and Monarch Marking Systems, Inc. (Monarch) subsidiaries. The sales of Dictaphone and Monarch are expected to result in gains at closings expected to occur in 1995. Dictaphone and Monarch have been classified in the Consolidated Statement of Income as discontinued operations.

Summary results of Dictaphone and Monarch operations prior to their sales, which have been classified separately, were as follows:

|  | 1994 | 1993 | 1994 | 1993 |
| :---: | :---: | :---: | :---: | :---: |
| Revenue | \$144,526 | \$137,242 | \$412,501 | \$402,379 |
| Income before income taxes | \$ 17,751 | \$ 16,931 | \$ 53,666 | \$ 55,323 |
| Provision for income taxes | 7,045 | 6,287 | 21,174 | 21,418 |
| Income from discontinued operations | \$ 10,706 | \$ 10,644 | \$ 32,492 | \$ 33,905 |

Note 8:
During the third quarter of 1994, the company adopted a formal plan designed to address the impact of technology on work force requirements and to further refine its strategic focus on core businesses worldwide. The company established a $\$ 93.2$ million reserve to cover the costs of such actions.

The phase-out of older products lines, introduction of new, advanced products and increased need for higher employee skill levels to deliver and service these products will require a work force reduction of approximately 2,000 employees worldwide over the next year, and the future hiring of approximately 850 new employees with these requisite enhanced skills. Severance and benefit related costs approximating $\$ 61$ million were included in this reserve for work force reduction. All costs associated with hiring of new employees were excluded from the plan and will be recognized appropriately in the period incurred.

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Current and future advanced product offerings require a smaller, but more highly skilled engineering, manufacturing and service work force to take full advantage of design, production, diagnostic and service strategies. These disciplines account for a work force reduction of more than 850 employees. Other strategic actions include reengineering and streamlining of order flow, logistics and other administrative processes in the U.S., Europe and the Asia Pacific region which will result in an additional work force reduction of more than 800 employees. The decisions to phase out of non-mailing products in Germany and the cessation of further development and marketing of shipping products which cannot be cost-effectively upgraded to new technologies will account for the remaining work force reductions.

Included in the plan to refine the strategic business focus of the company are exit costs approximating $\$ 32$ million for certain additional actions. Consistent with a refinement of focus on our core businesses, the actions include phasing-out non-mailing products in Germany. This decision requires the write down to the realizable value of inventories, accounts receivable, rental contracts and other assets; such impacts have been accrued in the reserve. In addition, anticipated lease buyback exposure and expected future losses during the phase-out of the non-mail businesses have been accrued. The decision to cease development and marketing of certain shipping products as noted above has resulted in further inventory and other asset write-offs. As part of the administrative reengineering actions, the adoption of a centralized organizational structure in the European financial service businesses will result in the early termination of a facility lease, the cost of which, is included in the reserve. Finally, the company has decided to transition a software-based business with its own product offering to a product development support function. As a result, the remaining goodwill related to the acquisition of this business has been written-off.

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Pitney Bowes Inc.
Management's Discussion and Analysis of Financial Condition and Results of Operations

Results of Continuing Operations - third quarter of 1994 vs. third quarter of 1993

Revenue for the third quarter was $\$ 806.4$ million compared to $\$ 723.9$ million for the prior year period and income from continuing operations increased 46 percent to $\$ 85.3$ million from $\$ 58.4$ million in 1993 . Third quarter 1994 results include the effect of a nonrecurring $\$ 25.4$ million pre-tax credit. The credit is the result of a $\$ 118.6$ million credit to income due to changes made in certain postemployment benefits offset, in part, by the establishment of a $\$ 93.2$ million reserve covering strategic actions designed to address the impact of technology on work force requirements and the continued refinement of the company's strategic focus outlined in Note 8 to the financial statements. This net credit added only $\$ 3.5$ million, or two cents per share to net income primarily because some of the strategic actions will occur in countries where the company is unable to recognize associated tax benefits. In addition, in the third quarter of 1993 the company recorded $\$ 19.4$ million of additional tax expense applicable to income generated in prior periods against continuing operations as a result of the enactment of the U.S. Omnibus Budget Reconciliation Act of 1993. Excluding the effect of the nonrecurring net credit in 1994 and the tax adjustment in 1993, income from continuing operations would have been five percent above the prior year.

Sales revenue increased 14 percent in 1994 including 13 percent from volume growth and less than one percent from each of price and foreign currency exchange rate impacts. Volume growth resulted primarily from the fourth quarter 1993 acquisition of Ameriscribe Corporation, a nationwide provider of on-site reprographics, mailroom and other office services. The sales revenue of the business equipment and services segment, which includes the mailing, shipping and weighing, facsimile, copier and facilities management businesses, was also favorably impacted by strong growth in U.S. facsimile supplies to support the growing plain paper equipment base, U.S. copier and production mail product placements and improved performance in the mailing operations in the U.K. and Australia. These factors were offset, in part, by a decline in the shipping and weighing business, largely as a result of reduced shipping system sales in the low-end market segment as well as lower sales revenue in the mailing businesses in Germany and Canada. It is expected that shipping system sales in the low-end segment will continue to be weak due to competitive pressures. In Germany, last year's results included record third-quarter sales due to equipment upgrades necessitated by consolidation of the East and West German postal zones. Additionally, last year's results included sales of non-mailing products which are being phased out as part of the company's formal plan of strategic focus refinement.

Rentals and financing revenue increased 11 percent. Rental revenue growth reflects higher numbers of postage meters on rental, especially higher yielding Postage By Phone(R) and electronic meters and plain paper facsimile machines in service, as well as, price increases. The financial services segment revenue reflects portfolio growth and higher

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fee-based income as well as a greater contribution from sales of finance assets this year than in the third quarter of 1993. In the third quarter of 1994, approximately $\$ 55$ million of net finance assets were sold which produced approximately $\$ 8.7$ million in revenue. Financing revenue growth in 1994 continues to be impacted by the company's 1993 decision to phase out the business of financing non-Pitney Bowes equipment outside of the United States.

Support services revenue, which is derived from the business equipment and services segment, was three percent above the prior year. Expansion of the U.S. mailing and shipping service bases was offset, in part, by lower service revenue in most of the European mailing businesses. Price increases added one percent to support services revenue growth.

The cost of sales to sales revenue ratio grew to 59.1 percent in 1994 from 56.0 percent in 1993 primarily due to the continually increasing significance of the company's facilities management business which includes most of its expenses in cost of sales. Additionally, the ratio was impacted by higher copier costs due to the stronger yen and lower shipping and Canadian mailing equipment margins offset, in part, by favorable overhead absorption in the mailing business. The cost of rentals and financing to rentals and financing revenue ratio increased to 30.6 percent from 30.3 percent in 1993 primarily due to the third quarter 1994 asset sale offset, in part, by a favorable U.S. mailing cost of rental rate driven by price increases.

Selling, service and administrative expenses were 36.9 percent of revenue in 1994 compared with 37.8 percent in 1993. This improvement reflects the increased significance of the company's facilities management business which includes most of its expenses in cost of sales coupled with favorable benefit costs and cost containment initiatives throughout the company.

Research and development expenses increased six percent to $\$ 20.0$ million in 1994 from $\$ 18.9$ million in 1993. This increase reflects higher expenditures for new products approaching the end of their development cycle, as well as continued investment in advanced product development with emphasis on electronic technology and software development. This increase is partially offset by higher engineering support for recently introduced products which costs are included in cost of sales.

Net interest expense increased 14 percent to $\$ 47.9$ million in 1994 from $\$ 42.0$ million in 1993 due to higher short-term interest rates and average borrowing levels in 1994. It is anticipated that this unfavorable comparison will continue as interest rates rise and debt is used to fund actions taken in connection with the formal plan to refine the strategic focus and anticipated treasury share repurchases.

Nonrecurring items, net totalled $\$ 25.4$ million in the third quarter 1994 , as a result of a $\$ 118.6$ million credit to income resulting from changes made to certain postemployment benefits. In addition, during the third quarter of 1994 the decision was made to undertake certain strategic actions which are outlined in Note 8 to the financial

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statements. As a result a reserve of $\$ 93.2$ million was established to cover the cost of such initiatives.

The third quarter 1994 effective tax rate was 44.9 percent compared with 53.1 percent in the third quarter of 1993. The third quarter 1994
effective tax rate was negatively impacted by a number of strategic actions totalling $\$ 28$ million for which the company could not realize associated tax benefits. The third quarter 1994 effective tax rate was favorably impacted by tax benefits associated with a company owned life insurance program. In the third quarter of 1993, the company recorded $\$ 19.4$ million of additional tax expense against income from continuing operations applicable to income generated in prior periods as a result of the enactment of the U.S. Omnibus Budget Reconciliation Act of 1993.

Results of Continuing Operations - first nine months of 1994 vs. first nine months of 1993

For the first nine months of 1994 compared with the same period of 1993, revenue increased nine percent while income from continuing operations increased 24 percent to $\$ 254.0$ million from $\$ 204.5$ million in 1993.

The factors that affected revenue and earnings performance included those cited for the third quarter 1994 versus 1993. Additionally, in the first quarter of 1993, the business equipment and services segment's performance was enhanced by PROM sales primarily resulting from parcel rate changes. The second quarter of 1994 included the sale of operating lease assets which produced approximately $\$ 27$ million in revenue, but which increased the cost of rentals and financing to rentals and financing revenue ratio due to inclusion of $\$ 25.2$ million of related costs. In the second quarter of 1993, gains on sales of finance assets substantially offset additional loss provisions of $\$ 14.4$ million required for the company's German leasing business.

The current year net income reflects the impact of adopting Statement of Financial Accounting Standards No. 112, "Employers' Accounting for Postemployment Benefits" (FAS 112) as of January 1, 1994. FAS 112 requires that postemployment benefit costs be recognized on the accrual basis of accounting for fiscal years beginning after December 15, 1993. Postemployment benefits include primarily company provided medical benefits to disabled employees and company provided life insurance as well as other disability- and death-related benefits to former and inactive employees, their beneficiaries and covered dependents. The one-time effect of adopting FAS 112 was a non-cash, after-tax charge of $\$ 119.5$ million, or 75 cents per share.

## Liquidity and Capital Resources

Working capital and the current ratio have declined from year-end 1993 as a result of increased short-term borrowings which funded the repurchase of shares of common stock, increased investment in finance assets and the redemption of long-term debt. The ratio was also impacted by an increase in inventory levels. The company continues to utilize a balanced mix of debt maturities to fund finance assets. The

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current ratio at September 30 , 1994 was .57 to 1 compared to .59 to 1 at year-end 1993.

As part of the company's non-financial services shelf registrations, a medium-term note facility was established permitting issuance of up to $\$ 100$ million in debt securities with maturities ranging from more than one year up to 30 years of which $\$ 32$ million remain available at September 30, 1994. The company also has an additional $\$ 300$ million remaining on shelf registrations filed with the Securities and Exchange Commission.

Pitney Bowes Credit Corporation (PBCC) has $\$ 400$ million available from a $\$ 500$ million shelf registration statement filed with the securities and Exchange Commission. This registration statement should meet PBCC's longterm financing needs for the next two years. In March 1994, PBCC issued $\$ 200$ million of 5.625 percent notes due in February 1997. In April 1994, PBCC redeemed $\$ 100$ million of 10.65 percent notes due in April 1999. PBCC had previously sold an option on a notional principal amount of $\$ 100$ million to enable a counterparty to require PBCC to pay a fixed rate of 10.67 percent for five years starting April 1, 1994. The counterparty has exercised that option. In September 1994 , PBCC redeemed $\$ 100$ million of 10.125 percent notes due in 1997. The company continues to use a balanced mix of debt maturities, variable- and fixed-rate debt and interest rate swaps to control the sensitivity of interest rate volatility.

In the third quarter of 1994 , the company sold approximately $\$ 55$ million of finance assets with recourse in a privately-placed transaction with a thirdparty investor. Proceeds from the sale of these assets were used to repay a portion of the company's commercial paper borrowings. This transaction had no material effect on the company's results.

The ratio of total debt to total debt and stockholders' equity was 62.9 percent at September 30,1994 compared to 61.3 percent at year-end 1993. This ratio was unfavorably impacted primarily by the company's required first quarter 1994 adoption of FAS 112 and the repurchase of approximately three million shares of common stock for \$111.7 million. These factors were partially offset by the sale of certain finance assets and the issuance of approximately 700,000 treasury shares primarily under the company's various stock purchase, option and compensation programs. Book value per common share decreased to $\$ 11.74$ at September 30, 1994 from $\$ 11.81$ at year-end 1993 principally due to the first quarter 1994 adoption of FAS 112.

During the period October 31, to November 10, 1994, the company repurchased approximately 1.9 million additional shares of its common stock at a total cost approximating $\$ 65$ million. On November 14,1994 the board authorized the purchase of up to two million additional shares of the company's common stock. It is anticipated that the board of directors will consider further authorization to repurchase the company's common stock, as appropriate, in expectation of the sales of Dictaphone and Monarch.

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As a part of the company's strategic refocus, it is expected that approximately $\$ 71$ million in cash will be required to pay severance and benefit related costs as well as certain exit costs principally over the next twelve months. Asset write-downs and other provisions of approximately $\$ 22$ million included in the strategic refocus will not require cash expenditures. Amounts available under credit agreements, shelf registrations and medium-term note programs in addition to cash generated internally, are expected to be sufficient to provide for financing needs for the next year. Additional financing will be arranged as deemed necessary.

Capital Investments
In the first nine months of 1994, net investments in fixed assets included $\$ 82.5$ million in net additions to property, plant and equipment and $\$ 140.8$ million in net additions to rental equipment and related inventories compared with $\$ 70.3$ million and $\$ 118.1$ million, respectively, in the same period in 1993. These additions included expenditures for a new facility the company is building to house its Shipping and Weighing Division in

Shelton, Connecticut as well as normal plant and manufacturing equipment. In the case of rental equipment, the additions included the production of postage meters and the purchase of facsimile and copier equipment for both new placement and upgrade programs.

At September 30, 1994, commitments for the acquisition of property, plant and equipment included plant and manufacturing equipment improvements as well as rental equipment for new and replacement programs. Also, it includes the above mentioned new Shipping and Weighing facility which is expected to be completed in 1995.

As previously reported, the company's financial services segment has made senior secured loans and commitments in connection with acquisition, leveraged buyout and recapitalization financing. At September 30, 1994, the company had a total of $\$ 2.5$ million of such senior secured loans and commitments outstanding compared to $\$ 13.9$ million at December 31, 1993. In March 1994, the company sold $\$ 11.3$ million of its senior secured loan and commitment with a company that had previously filed under chapter 11 of the Federal Bankruptcy Code and recovered 100 percent of its carrying value. The company has not participated in unsecured or subordinated debt financing in any highly leveraged transactions.

Pitney Bowes Inc. - Form 10-Q
Nine Months Ended September 30, 1994
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Part II - Other Information
Item 5: Other Information.

On November 14, 1994 the board of directors of Pitney Bowes Inc. elected Michael J. Critelli and Marc C. Breslawsky to the board, expanding the total number of directors to twelve. Mr. Critelli's and Mr. Breslawsky's board terms expire at the company's next annual meeting scheduled for May, 1995, at which time they will be up for re-election.

In October 1994, Mr. Critelli and Mr. Breslawsky were named
Vice-Chairmen of the company, reporting to Chairman and President George B. Harvey. As Vice-Chairmen each has responsibility for specific business areas, as well as accountability for the success of their joint efforts. It is expected that upon Mr. Harvey's retirement, Mr. Critelli will assume the role of Chairman and Chief Executive Officer, and Mr. Breslawsky will assume the role of President and Chief Operating Officer.

Item 6: Exhibits and Reports on Form 8-K.
(a) Exhibits (numbered in accordance with Item 601 of Regulation $S-K$ )
Reg. S-K Status or Incorporation

Exhibits Description by Reference
(11)
(12)
(27)

$$
\begin{aligned}
& \text { Computation of earnings } \\
& \text { per share. } \\
& \text { Computation of ratio of } \\
& \text { earnings to fixed charges. }
\end{aligned}
$$

See Exhibit (i)
on page 17.
See Exhibit (ii)
on page 18.
See Exhibit (iii)
on page 19.
(b) Reports on Form 8-K.

No reports on Form $8-K$ were filed for the three months ended

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Nine Months Ended September 30, 1994
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Signatures

Pursuant to the requirements of the Securities Exchange Act of 1934 , the registrant has duly caused this report to be signed on its behalf by the undersigned thereunto duly authorized.

PITNEY BOWES INC.

November 14,1994

```
/s/ C. F. Adimando
C. F. Adimando
Vice President - Finance and
Administration, and Treasurer
(Principal Financial Officer)
/s/ S. J. Green
S. J. Green
Vice President - Controller
(Principal Accounting Officer)
```

| Pitney Bowes Inc. - Form 10-Q <br> Nine Months Ended September 30, 1994 <br> Computa <br> Page 17 of 19 | Pitney Bowes Inc. <br> Computation of Earnings per Share |  |  |  | Exhibit (i) |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| (Dollars in thousands, except per share data) |  | $\begin{aligned} & \text { Three Months Ended } \\ & \text { September } 30, \\ & 1994 \quad 1993(1) \end{aligned}$ |  |  | $\begin{aligned} & \text { Nine Months Ended } \\ & \text { September } 30 \text {, } \\ & 1994 \quad 1993(1) \end{aligned}$ |  |  |  |
| Primary |  |  |  |  |  |  |  |  |
| Income from continuing operations (2) | \$ | 85,320 | \$ | 58,386 | \$ | 254,013 | \$ | 204,489 |
| Discontinued operations |  | 10,706 |  | 10,644 |  | 32,492 |  | 33,905 |
| Effect of accounting change |  | - |  | - |  | (119,532) |  | - |
| Net income | \$ | 96,026 | \$ | 69,030 | \$ | 166,973 | \$ | 238,394 |
| Weighted average number of |  |  |  |  |  |  |  |  |
| Preference stock, \$2.12 cumulative convertible |  | 838,086 |  | 395,740 |  | 852,922 |  | 912,372 |
| Stock option and purchase plans |  | 365,374 |  | 608,754 |  | 501,589 |  | 730,697 |
| Total common and common equivalent shares outstanding$158,029,162159,310,258 \quad 158,874,016159,064,360$ |  |  |  |  |  |  |  |  |
| Income per common and common equivalent share - primary: |  |  |  |  |  |  |  |  |
| Income from continuing operations | \$ | . 54 | \$ | . 37 | \$ | 1.60 | \$ | 1.29 |
| Discontinued operations |  | . 07 |  | . 06 |  | . 20 |  | . 21 |
| Effect of accounting change |  | - |  | - |  | (.75) |  | - |
| Net income | \$ | . 61 | \$ | . 43 | \$ | 1.05 | \$ | 1.50 |
| Fully Diluted |  |  |  |  |  |  |  |  |
| Income from continuing operations | \$ | 85,321 | \$ | 58,387 | \$ | 254,015 | \$ | 204,492 |
| Discontinued operations |  | 10,706 |  | 10,644 |  | 32,492 |  | 33,905 |
| Effect of accounting change |  | - |  | - |  | (119,532) |  | - |
| Net income | \$ | 96,027 | \$ | 69,031 | \$ | 166,975 |  |  |
| \$ 238,397 |  |  |  |  |  |  |  |  |
| Weighted average number of |  |  |  |  |  |  |  |  |
| Preference stock, \$2.12 cumulative convertible |  | 838,086 |  | 895,740 |  | 852,922 |  | 912,372 |
| Stock option and purchase plans |  | 387,410 |  | 615,865 |  | 524,984 |  | 738,183 |
| Preferred stock, 4\% cumulative convertible |  | 12,774 |  | 23,016 |  | 14,895 |  | 24,761 |
|  | Total common and common equivalent |  |  |  |  |  |  | 096,607 |
| Income per common and common equivalent share fully diluted: |  |  |  |  |  |  |  |  |
| Income from continuing operations | \$ | . 54 | \$ | . 37 | \$ | 1.60 | \$ | 1.29 |
| Discontinued operations |  | . 07 |  | . 06 |  | . 20 |  | . 21 |
| Effect of accounting change |  | - |  | - |  | (.75) |  | - |
| Net income | \$ |  |  | . 43 | \$ | 1.05 | \$ | 1.50 |
| <FN> <br> (1) Restated to reflect discontinued operations <FN> <br> (2) Income from continuing operations was adjus dividends. | for | preferr | ed |  |  |  |  |  |



```
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THIS SCHEDULE CONTAINS FINANCIAL INFORMATION EXTRACTED FROM PITNEY BOWES
INC. CONSOLIDATED BALANCE SHEET, CONSOLIDATED STATEMENT OF INCOME,
CORRESPONDING FOOTNOTE #3 FIXED ASSETS AND STATEMENT RE COMPUTATION OF
PER SHARE EARNINGS AND IS QUALIFIED IN ITS ENTIRETY BY REFERENCE TO SUCH
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<F1>Includes a change in accounting for postemployment benefits.
</FN>

