View/Print Label

- 1. Ensure there are no other shipping or tracking labels attached to your package. Select the Print button on the print dialogue box that appears. Note: If your browser does not support this function, select Print from the File menu to print the label.
- 2. Fold the printed label at the solid line below. Place the label in a UPS Shipping Pouch. If you do not have a pouch, affix the folded label using clear plastic shipping tape over the entire label.

3. GETTING YOUR SHIPMENT TO UPS

Customers with a scheduled Pickup

• Your driver will pickup your shipment(s) as usual.

Customers without a scheduled Pickup

- Schedule a Pickup on ups.com to have a UPS driver pickup all of your packages.
- Take your package to any location of The UPS Store[®], UPS Access Point(TM) location, UPS Drop Box, UPS Customer Center, Staples[®] or Authorized Shipping Outlet near you. To find the location nearest you, please visit the 'Locations' Quick link at ups.com.

UPS Access PointTM MICHAELS STORE # 1083 4531 S LABURNUM AVE HENRICO VA 23231-2481 UPS Access PointTM JUST BECAUSE GIFT SHOP 4378 S LABURNUM AVE HENRICO VA 23231-2418 UPS Access Point™ CARQUEST STORE 4236 4408 WILLIAMSBURG RD HENRICO VA 23231-2736

FOLD HERE

