## **UPS Internet Shipping: View/Print Label**

- 1. Ensure there are no other shipping or tracking labels attached to your package. Select the Print button on the print dialog 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 Daily Pickup**

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

#### **Customers without a Daily Pickup**

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. Items sent via UPS Return Services(SM) (including via Ground) are also accepted at Drop Boxes. To find the location nearest you, please visit the 'Find Locations' Quick link at ups.com.

Schedule a same day or future day Pickup to have a UPS driver pickup all of your Internet Shipping packages. Hand the package to any UPS driver in your area.

UPS Access Point<sup>TM</sup> CVS STORE # 8162 2045 SOUTH BLVD W TROY ,MI 48098 UPS Access Point<sup>TM</sup> THE UPS STORE 55 E LONG LAKE RD TROY ,MI 48085 UPS Access Point<sup>™</sup> MICHAELS STORE # 2861 1205 COOLIDGE HWY TROY ,MI 48084

### **FOLD HERE**

