12/12/22, 9:47 AM Print



#### **FOLD HERE**

### Instructions

## **UPS Electronic Return Label: View/Print Label**

- 1. Ensure that there are no other tracking labels attached to your package.
- 2. **Fold the printed label at the solid line above.** 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. Take care not to cover any seams or closures.
- 3. Collection and Drop-off
  - Schedule a same day or future day Pickup to have a UPS driver pickup all of your Internet Shipping packages.
  - Take this package to any location of The UPS Store<sup>®</sup>, UPS Drop Box, UPS Customer Center, UPS Alliances (Office Depot<sup>®</sup> or Staples<sup>®</sup>) or Authorized Shipping Outlet near you. Items sent via UPS Returns<sup>®</sup> Services (including via UPS<sup>®</sup> Ground) are accepted at Drop Boxes, to find your closest UPS location visit www.ups.com/content/us/en/index.jsx and select Drop Off. Drop Off Locator

# **Daily Collection customers:**

Have your shipment(s) ready for the driver as usual.

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