

Ship From:

PARCEL SHIPPING ORDER FORM

PRINT NAME	DATE
STREET	PHONE
CITY/STATE/ZIP	

A. Ship To:

PRINT NAME	PHONE
STREET	APT. #
CITY/STATE/ZIP <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COMMERCIAL	
LIST ALL CONTENTS	
BREAKABLE? <input type="checkbox"/> YES <input type="checkbox"/> NO REPLACEABLE? <input type="checkbox"/> YES <input type="checkbox"/> NO	DECLARED VALUE/ INSURANCE AMOUNT

GROUND 3-DAY 2-DAY NEXT DAY AIR SATURDAY DELIVERY SPECIFIED DATE: _____

B. Ship To:

PRINT NAME	PHONE
STREET	APT. #
CITY/STATE/ZIP <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COMMERCIAL	
LIST ALL CONTENTS	
BREAKABLE? <input type="checkbox"/> YES <input type="checkbox"/> NO REPLACEABLE? <input type="checkbox"/> YES <input type="checkbox"/> NO	DECLARED VALUE/ INSURANCE AMOUNT

GROUND 3-DAY 2-DAY NEXT DAY AIR SATURDAY DELIVERY SPECIFIED DATE: _____

- Subject to these terms and conditions, this The UPS Store center ("We" or "US") will receive, forward and/or pack parcels for customer ("You" or "Your"). The carrier for all parcels accepted by us shall be UPS unless otherwise noted. Your true name and address appear on shipping label. You confirm the accuracy of "Ship To" address. You confirm the accuracy of "Ship To" address _____ initial here
- We do not accept hazardous material, Other regulated Material-D class (ORM-D), illegal items or articles of unusual value, including but not limited to cash. See carrier tariff or service guide for other restricted items.
- We do not transport your parcels. We assume no liability for the delivery of the parcels accepted for shipment or for loss or damage by any cause to the parcels of their contents while in transit. You agree that carriers liability for lost or damaged parcels is limited by the provisions in the PSO. You agree to all terms and conditions on this PSO whether or not declared value is purchased. Driver may deliver parcel without a signature unless you request a signature on delivery and pay any applicable charge for such service. Carrier is not liable for loss or damage occurring after delivery.
- We are not liable for carrier's failure to properly collect or remit funds for COD parcels. You assume all risk of consignee's form of payment is accepted by the carrier. You must agree to one these payment types when processing a COD: Guarantee Funds or Personal Funds. It will be processed as personal funds if you do not agree. You agree to accept all risk of nonpayment, insufficient funds and forgery and that we will not be liable under any instrument tendered for COD parcels.
- We are not liable for carrier's failure to timely deliver. Any statement by us to a probable date of delivery is only an opinion and an estimate, and is not warranted in any manner. We are not liable for any consequential, incidental or punitive damages, or any loss or damage resulting from delays in shipping or delivery. In the event you make a Guaranteed Service Refund (GSR) request to UPS, you agree to provide to UPS and authorize us to provide to UPS your name and address solely to be used by UPS to process the GSR request.
- We are trained in packaging parcels and you acknowledge that packaging standards to withstand shock, vibration, and compression have been explained by us. Our responsibility for damage to items caused by improper packing by us is limited by the declared values terms & conditions listed on this PSO. Items packed by you are covered for loss but may not be covered by damage.
- If you or the consignee has a claim against the carrier or declared value (coverage) provider for loss or damage to your parcel. You agree to make the claim through the location that shipped the parcel. You expressly agree that we have no liability if any claim is denied or paid only in part by the carrier or other declared value provider.
- Shipments containing "food" will be accepted for transportation only according to the Federal Food, Drug and Cosmetics Acts.
- Neither we nor MBE is responsible for interruptions to or failures of electronic processes, including transmissions of shipping order information.
- Declared Value Terms & Conditions: Declared value coverage will be available only if you have complied with all Declared Value Terms & Conditions. For an additional fee we will obtain declared value coverage for your shipment through the carrier designated on this PSO. We surcharge the cost of this product. You expressly acknowledge that the value of each parcel does not exceed the amount you listed as declared value and stated on the transaction receipt. If no amount is specified, you agree that the value of the parcels shall not exceed \$100. If you refuse additional declared value coverage for items of greater value than \$100, you will be limited to a maximum declared value coverage of \$100. Each declared value provider designates monetary limits coverage. The declared value terms & conditions of the various carriers are located in the carrier service guide for coverage provided by the carriers are available upon request.
- Limitations of Liability: Our liability, the carrier's liability for loss or damage to your parcel is limited to your actual damages or \$100, whichever is less, unless you declare and pay for a higher authorized value. Declared value coverage is not available for items of sentimental value, precious metals, negotiable instruments, or prohibited items. The limit of liability for a parcel containing a check or checks is limited to the stop payment and check reissuance cost, not to exceed \$100 per parcel. In no event shall we or UPS be liable for the face value of any check(s), phone cards, gift certificates or gift card. Limitations of liability can be found in the carrier's service guide.
- Filing a claim: Any and all claims must be in writing and received by us within the carrier's time frame. Claims not made within the prescribed time frame are waived and will not be paid. Any and all claims are waived if the consignee accepts the parcel without noting damage on the delivery record. For all damage claims, the original packaging materials must be made available for carrier's inspection, and the claim supported by the shipping documents including but not limited to this PSO, a copy of the receipt and proof of declared value.
- Filing a UPS Guarantee Service Refund (GSR) Request: In the event of a service failure you must contact us at this location within UPS's 15 calendar day notification period.
- We are independently owned and operated by licensed franchisees of MBE. You acknowledge and agree that MBE is not liable for our acts or omissions.
- This PSO constitutes the entire agreement between you and us, and supersedes all prior, subsequent and/or contemporaneous representations, written or oral.

CUSTOMER'S SIGNATURE: I agree to terms and conditions: _____

Please use a black or blue pen only.

Please print legibly.

Ship From: Write your name and complete address. Your telephone number is required.

Ship to: Residential or Business: It is necessary to check one of these.

Ship To: Print the name and complete address of where your package is to be sent.

Additional Insurance: Enter the value to be insured.

For insurance reasons, please list the contents of your package and check whether it is breakable or not.

Choose the shipping method you prefer.

Please indicate a delivery date or any special instructions.

Don't forget to sign your signature at the bottom and date it