



# DROP SHIP SET UP FORM

This form will enable us to set up our UPS labeling program to print your information on the shipping tag. This form will also be used to send you e-mail notifications of your outgoing shipments. Please type or print all information below. If you have any questions contact your sales representative.

**Ship From Information:**

**Account #** \_\_\_\_\_

**Account Name:** \_\_\_\_\_

**Residential**

**Web Name:** \_\_\_\_\_

**Commercial**

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone # (     )** \_\_\_\_\_ **Email:** \_\_\_\_\_

*NOTE: The information you supply should be recognizable to your customers. The information printed on the tag will identify you as the shipper (your business or web name) and who to contact if there are any questions or problems with the shipment. The address will also be used to return merchandise to you if any shipments are refused by your customer.*