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

- 1. Ensure that there are no other tracking labels attached to your shipment.
- 2. **Fold the printed label at the dotted line.** 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. GETTING YOUR SHIPMENT TO UPS

- Daily Pick up customers may add return package(s) to their outbound shipments by having them ready for the driver as usual.
- o Take this parcel to any location of The UPS Store®, UPS Access Point™, UPS Drop Box, UPS Customer Center, UPS Alliance partners (Office Depot® or Staples®) or an Authorized Shipping Outlet near you. Return items sent via UPS Returns® services (including via UPS Ground) are accepted at all UPS Drop Box locations. To find the closest drop box location, visit UPS Global Locator

UPS Access Point™ THE UPS STORE

5868 WESTHEIMER RD HOUSTON TX 77057-5641 UPS Access Point<sup>TM</sup> BFM FOOD MART

5825 BELLAIRE BLVD HOUSTON TX 77081-5507 UPS Access Point™ ADVANCE AUTO PARTS STORE 3629 5629 BELLAIRE BLVD HOUSTON TX 77081-5617

FOLD HERE

