

A Quick Guide to Reading Your Invoice



Plan 0000XX

0000X0000X0X0000

Delivery Service Invoice

Invoice date XXXX XX, XXXX
 Invoice number 00000000
 Shipper number xxxxxxxx
 Control ID ****
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Sign up for electronic billing today!
 Visit ups.com/billing

For questions about your invoice, call:
 (800) 811-1628
 Monday-Friday
 8:00 a.m.-9:00 p.m. E.T.

or write:
 UPS
 P.O. Box 650580
 Dallas, TX 75265-0580

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Account Status Summary Weekly Payment Plan

Charges This Period \$90.80
 Amount Outstanding (prior Invoices) \$0.00
 Total Amount Outstanding \$90.80

Please Include the Return Portion of each outstanding invoice with your payment. See Account Status for details.

Thank you for using UPS. Summary of Charges

Page	Outbound	Charge
3	UPS WorldShip®	\$59.57
3	Adjustments & Other Charges	\$11.23
	Service Charges	\$20.00

Charges this period \$90.80

UPS payment terms require payment of this invoice by XX/XX/XX.

Payments not received by XX/XX/XX are subject to a late fee of 6% of the Amount Due This Period. Details in UPS Tariffs, available at ups.com

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Return Portion

If this billing address is incorrect mark an "X" in this box and make the appropriate changes above.

Invoice Date XXXX XX, XXXX
 Invoice Number 00000000
 Shipper Number xxxxxxxx

Amount due this period \$90.80

Amount enclosed

UPS payment terms require payment of this invoice by XX/XX/XX.

Payments not received by XX/XX/XX are subject to a late fee of 6% of the Amount Due This Period. Details in UPS Tariffs, available at ups.com

**UPS
 LOCKBOX 000
 ANYTOWN, US 00000-0000**

X0X000 0 000000 0000 0 00000000000 0

1. Alerts

The amount due this period, as well as new UPS offerings or assistance you may be interested in.

2. Contact

Ways to contact UPS about your invoice if help is needed.

3. Details

The summary of charges for the billing period and specifics about prior invoices.

4. Pay

Amount due and return form if payment is by check.



UPS Terms to Know

Residential surcharge	Applies when each package is delivered to a residential address and each package is picked up via UPS On-Call pickup SM at a residential address.
Shipping rates	Rates are based on package weight and size limit and distance between origin and destination.
Billable weight	The weight used to calculate shipping rate. For domestic and international services, the billable weight will be the greater of the dimensional weight as compared to the actual weight.
Actual weight	The package weight rounded up to the next whole pound.
Dimensional weight	This reflects the package density, which is the amount of space a package occupies in relation to its actual weight. It applies to both domestic and international packages.

Additional Charges Glossary

Irregularly shaped packages	Packages that have a bulge or any irregular aspects may incur extra charges.
Additional Handling	Charges apply to any package that requires special handling, such as (but not limited to) <ul style="list-style-type: none">• Any article encased in an outside shipping container of metal or wood• Any cylindrical item such as a barrel, drum, pail or tire• Any package exceeding 60 inches• Any package with actual weight exceeding 70 pounds.• Does not apply to Large Package Surcharge
Address Correction	If UPS is unable to deliver a package because of an invalid, incorrect, or incomplete address, charges may occur.
Chargeback for Consignee Billing Shipments	Charges may occur if package is shipped to an unauthorized consignee. Shipper will be assessed a fee per package.
Delivery Area Surcharge	Each package delivered to certain ZIP codes within the 48 contiguous states may incur charges. For a listing of zip codes visit rates.ups.com
Large Package Surcharge	Charges may apply if package length plus girth combined exceeds 130 inches, but does not exceed maximum size of 165 inches. Large packages are subject to a minimum billing weight of 90 pounds.

* For more help, feel free to visit [ups.com/billing](https://www.ups.com/billing) to enroll in the UPS Billing Center.