

# UPS Shipping Supplies Order Form

Need to order UPS shipping supplies (at no cost to you)? It's easy using this form.

Complete your delivery information, check the box next to the item you would like to order, and select the quantity in the appropriate drop-down boxes below. Then bring the printed form to Central Stores and pick up your supplies.

Additional information regarding Outbound Shipments can be found  
Reception Desk at 718-270-1514.

Any questions, please contact the

Name  Department

Building  Room

External Location

Telephone#

Email Address (for delivery confirmation):

Select	Item Number	Item Description	Quantity
<input type="checkbox"/>	UPS10195101	EXPRESS ENVELOPES	<input type="text"/> Ea.
<input type="checkbox"/>	UPS1019511212	LEGAL EXPRESS ENVELOPES	<input type="text"/> Ea.
<input type="checkbox"/>	UPS171604	POUCH-INTERNET/ONLINE SHIPPING	<input type="text"/> Ea.
<input type="checkbox"/>	UPS011127	DRY ICE FOR MED PURPOSE LABEL	<input type="text"/> Ea.
<input type="checkbox"/>	UPS1774501	PEEL AND STICK LABELS 2 PER PAGE	<input type="text"/> Ea.
<input type="checkbox"/>	UPS010195106	EXPRESS BOX LARGE	<input type="text"/> Ea.
<input type="checkbox"/>	UPS01019510605	EXPRESS BOX MEDIUM	<input type="text"/> Ea.
<input type="checkbox"/>	UPS010195108	EXPRESS HARD PAK	<input type="text"/> Ea.
<input type="checkbox"/>	UPS010195103	EXPRESS LTR ENV-WINDOW	<input type="text"/> Ea.
<input type="checkbox"/>	UPS010195104	EXPRESS PAD PAK	<input type="text"/> Ea.
<input type="checkbox"/>	UPS010195111	EXPRESS PAK	<input type="text"/> Ea.
<input type="checkbox"/>	UPS010195107	EXPRESS TUBE	<input type="text"/> Ea.
<input type="checkbox"/>	UPS010195112	EXPRESS ENVL-REUSABLE LETTER	<input type="text"/> Ea.
<input type="checkbox"/>	UPS01875614	INTERNATIONAL DOCUMENT POUCHES	<input type="text"/> Ea.