

UPS/Fusco Labels for Return to Fusco Warehouse

Attention Store Managers in Northern California (including Bakersfield and North on the 99 and Santa Maria and North on the 5), Arizona, Nevada, and Texas.

As of Monday September 10, 2018, UPS will be replacing Pro-Courier for the delivery of supply orders to stores as well as the pick-up of return boxes/cartons.

INSTRUCTIONS FOR RETURN BOXES:

- a) Place the return contents in cardboard boxes or Aboxes.
- b) Weigh each box and assure that no box is over 50 lbs (or start a new box)
- c) Create a manifest for all the boxes you are sending
- d) Fax the manifest to Shipping Department at **310-846-6318**
 - a. You can create ONE Shipping Manifest for all your boxes (multiple boxes), just be sure to list all the boxes and label them clearly by weight so you can attach the correct UPS label to the right box
- e) The Shipping Department will fax over the number of labels requested.
- f) When you receive the labels make sure to fold and insert each label in a UPS plastic pouch attached to the box
- g) Give the boxes to your UPS driver the next time they are dropping off a package (for example, the next time you receive an Abox).

If you have any questions and/or concerns, please contact Sandra at 310-665-2100 ext. 566

*Thank you for your cooperation,
Sherwood Management-Daniel's Jewelers*