

INTERNATIONAL SHIPPING FORM

Date: _____

Your 700 # : _____

Sender Information:

Name: _____

Address: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #: (____) _____ Email: _____

Signature: _____

Recipient Information:

Name: _____

Company: _____

Address: _____

Address: _____

City: _____ Province: _____ Code: _____

Country: _____ Phone #: _____

The following portion is to be filled out by the Shipping Agent

Service: _____

Notes: _____

Declared Value: _____

Additional Handling: _____

UNION PACK & SHIP

UPS Terms and Conditions:

University of Central Missouri/Union Pack & Ship does not assume liability for lost or damaged parcels. In the event a parcel is lost or damaged, you must submit a claim to "Union Pack & Ship" located in the UCM Elliott Union with your shipping order, as well as proof of the actual value of the contents within 30 days of the shipment date. The filing of claims does not in any way make UCM/Union Pack & Ship responsible for the contents or its value. Union Pack & Ship reserves the right to inspect all packages before shipment.

USPS packages only:

I have read and understand the conditions for filing a claim through the United States Postal Service. _____ initial here for USPS packages