

Ground UPS Shipping to the NDSU Veterinary Diagnostic Lab (VDL)
\$7 flat rate shipping for packages up to 50 lbs

Place pre-printed label on package.

Note: all labels have 5 pounds for the weight. UPS will correct the weight before billing to our account.

PACKAGES MUST BE LESS THAN 50 POUNDS AND THE LENGTH AND GIRTH COMBINED CANNOT EXCEED 130 INCHES. PACKAGES EXCEEDING THOSE REQUIREMENTS WILL BE CHARGED AN ADDITIONAL \$50.00 SURCHARGE. Very few of the packages we receive are this large, but if you do have a large box, please check it before sending.

To measure packages, use the following formula:

Length + 2x Width + 2x Height

1. Determine Length: Measure the longest side of the package. This is your length.
2. Determine Girth (2x Width + 2x Height)
 - Measure the width of the package, multiply this number by 2.
 - Measure the height of the package, multiply this number by 2.
 - Add these two numbers together, this is your girth.
3. Add the length and girth together. This is your package measurement. To avoid the \$50 surcharge, the package cannot exceed 130 inches.

Record the tracking number for your records.

Once your package is ready:

Give to any UPS driver making a delivery to your business, next door, across the street, anywhere!

Call UPS at 1-800-PICK-UPS (800-742-5877) to schedule a pick-up.

- Provide our account number and inform the UPS representative that you need a same day pickup at an alternate address. NDSU-VDL will pay for the pick-up fees.

Schedule a pick up online: When you get to the section that asks how you want to pay for the pickup, select "Bill to Your UPS Account Number" and enter our UPS Account Number.

Same day pick-up is dependent on location and time of day, so it is best to plan ahead and schedule early.

OR drop off at any UPS location.

Call the VDL at 701-231-8307 if you have any questions or problems ordering a pick up.

REDUCED RATE 1 DAY UPS SHIPPING NOW AVAILABLE FOR PACKAGES SENT TO THE NDSU VETERINARY DIAGNOSTIC LAB

We have partnered with UPS to provide an affordable and reliable way to get your samples to the VDL in 1 day. You can now purchase prepaid, pre-addressed UPS Ground and Next Day Air Labels. Call the Lab for additional information if you have any questions.

UPS Ground Shipping Labels \$7.00

Next day delivery for all of North Dakota and some surrounding areas - see UPS map for transit times to Fargo. Packages that weigh less than 50 pounds, any point of origin

UPS Next Day Air Shipping Labels \$15.00

Packages that weigh less than 5 pounds, any point of origin

To Order Labels:

Call the VDL at 701-231-7527 or 701-231-8307 or e-mail your order to ndsu.vetlab@ndsu.edu

Please purchase at least 5 labels at a time.

The labels will be mailed to you and your account will be billed.

To Ship Your Package:

- give to any UPS driver - next door, across the street, anywhere!
- drop off at any UPS location
- call UPS to schedule a pickup – no additional charge as part of our agreement

