

UPS Shipping Instructions

- Login at **campusship.ups.com**
- Enter your username
- Enter your password

Step 1

Select **Ascend** as the destination

Step 2

The fields will automatically populate once you have completed Step 1.

Step 3

Select number of packages, and packaging type. From drop down list Select 'Other Packaging'
Enter '1' for Weight

Step 4

Please Note: For Saturday delivery, click on Add Shipping Options, check the Saturday Delivery box then click **Ship Now**.

Begin Your Shipment Help

Please enter your shipping information below. Required fields are indicated with *.

1 WHERE IS THIS SHIPMENT GOING?

Address Book:

Ascend --- or enter a new address below

Ship To: [Edit](#)

Ascend
Client
1400 Industrial Way
REDWOOD CITY CA 94063
Telephone:8008005655

2 WHERE IS THIS SHIPMENT COMING FROM?

Ship From Address: [Edit](#)

Client
Ascend Client
200 Hyde Street
SAN FRANCISCO CA 94102
Telephone:6507805593
email:kurlandm@aclab.com

If the shipment is undeliverable return to :

[Return Address: Edit](#)
Ascend Clinical
Ascend Client
1400 INDUSTRIAL WAY
REDWOOD CITY CA 94063
Telephone:6507805593 email:kurlandm@aclab.com

3 WHAT ARE YOU SHIPPING?

Number of Packages:

1

Use the same values for all packages?

Yes

Packaging Type: [?](#)

Other Packaging *

Weight:

1 lb *

Package Dimensions: [?](#)

Length: Width: Height: in.

[Large or Unusually Shaped Packages](#) [?](#)

- Large Package
 Additional Handling

Does this package include batteries? [?](#)

Yes No

4 HOW WOULD YOU LIKE TO SHIP?

Service:

UPS Next Day Air * [Compare Time and Cost](#) [?](#)

Do you need additional services? [?](#)

- Send E-mail Notifications
 Deliver On Saturday

Fee?
Free
Yes

Some services may require extra information. You will be able to enter the required information on the next page.

Step 5, 6 & 7
The fields will automatically
populate

Click Next
And confirm shipment and
print label.

4 HOW WOULD YOU LIKE TO SHIP?

Service:
UPS Next Day Air * [Compare Time and Cost](#) [?] [?](#)

Do you need **additional services?** ⓘ

<input type="checkbox"/> Send E-mail Notifications	Free
<input type="checkbox"/> Deliver On Saturday	Yes

Some services may require extra information. You will be able to enter the required information on the next page.

5 WOULD YOU LIKE TO ADD REFERENCE NUMBERS TO THIS SHIPMENT?

UPS gives you the option to track your shipments using **references** ⓘ that you define.

Clinic

Reference # 2

Reference # 3

[Add a bar code for Clinic to my Shipping label](#) ⓘ

6 HOW WOULD YOU LIKE TO PAY?

Please enter your payment information below. The information you enter will be transmitted using a secure connection. Required fields are indicated with *.

[Payment Method for Shipping Charges:](#) ⓘ

UPS Account ▼ *

7 WOULD YOU LIKE TO SCHEDULE A PICKUP?

[Schedule a UPS On-Call Pickup](#), ⓘ - An additional fee may apply

[Review Shipping details before completing this shipment](#)

By selecting the [Next](#) button, I agree to the [Terms and Conditions](#).

[Start Over](#) [Next](#)

For assistance, contact Client Services at 800.800.5655, Option 1