

Sterling Finishing, Inc.
466 Mill Road
Andalusia, PA 19020
Fax: (215) 639-9345

SR-150

FedEx And UPS Shipping Sterling's Work Order No. _____ OFFICE USE ONLY



Customer: _____ Contact Person: _____
 Job Name: _____ Email: _____
 PO #: _____
 Ship Date: ____/____/____ To Arrive on: ____/____/____

Ship to Address: _____

Shipping Data:

? Preferred Carrier: _____ UPS | _____ FedEx
 ? Carrier Account Number to use*: _____
 ? Reference number: (if blank, use PO#) _____
 ? Shipping Priority:
 Next Day AM | _____ Next Day | _____ 2nd Day | _____ Ground
 ? Sending Address: _____ Yours | _____ Sterling's | _____ Other (list below)
 ? _____

- ? If emailing the address(es), your PO# must in the subject line of your email
 - o Subject: PO# 1234-02: additional drops

* Carrier number (UPS, FedEx) must be provided, and, optionally, the name of the company that owns that carrier ID number.

Sterling Finishing will email or fax the tracking numbers to the email address provided at the top of this form the next business day by 10:30 am.

Any invalid addresses, address corrections, and/or fuel surcharges that are received by Sterling Finishing, Inc. (from the carrier), will result in a handling charge (in addition to the carrier's charge) for each address that reflects an address correction (\$2.00 per package/address, with a minimum of \$10 per occurrence). Please contact us if you have any questions.