

Getting Ready for 2022

Getting your PEC “UPS Shipping & Processing Center” ready for 2022 will mean different things to different people. It might mean that you want to move your shipping center to a new location, add more shelves to your package storage area, add more or different packaging supplies or want to re-train your store employees.

Now is also a great time to check your Google store listing and see if you have added UPS shipping services to it, check [UPS.com](https://www.ups.com) locator to see if your store information is correct. Check any other on-line presence such as your own store’s website and/or Facebook and see if you have mentioned this UPS in store service on these platforms.

The Package Express Center, Inc, package trends we saw across our PEC National Network of UPS Retail Shippers was amazing in 2021. Retail package volume continues to increase, RPDO drop off volume continues to have huge increases and hundreds more existing and new locations have also become New UPS Access Points in their communities.

Package Express Center Inc., has used the tagline “**Increase Traffic & Improve Profits**” since 1984, and it is still true

today. Every package your store processes has a customer bringing them in. Based on UPS data, store’s testimonials and feedback – many of these package customers are also purchasing other items while in your store or making plans to return to purchase. Customer traffic is hugely important to stores today – more than ever. We encourage you to set-up your shipping area/counter with high impact objects, impulse items, sale items and/or use The Total System Software shipping receipt coupons to cross sell items in your store - after their shipping transaction has been completed.

Please contact PEC Corporate at 1-800-274-4732 or email us at info@packageexpresscenters.com if we can help you with any of the above items for your PEC Shipping Center getting ready for a great shipping experience this coming new year.

Hope you made it through 2021 as best as possible given the circumstances and that your store had a successful Peak Shipping Season and this shipping service brought in many customers into your store that might have not come in – except for the fact they were shipping, dropping off or picking up packages in your location.

Reminder: UPS ID Check Requirements

What are the identification requirements for picking up a package from a UPS Access Point location?

One of the following identification requirements must be met when you pick up your package at a UPS Access Point™ location:

- **Option 1:** Present a government-issued photo ID where the last name and full address (including the suite or apartment number, if applicable) on the ID match the last name and full address on the package.
- **Option 2:** Present a government-issued photo ID where the last name matches the last name on the package. If the address on the ID doesn’t match the address on the package, please bring proof of residency that matches the address on the package--for example, a current utility bill.
- **Option 3:** Present a government-issued photo ID where the full address or name on the ID matches the full address or name on the package. If the last name or full address doesn’t match, you will need to provide the package tracking number to the UPS Access Point representative.
- **Option 4:** Present a government-issued photo ID and your shipper-provided package release code (if required).*

What are the ID requirements for tendering a shipment to UPS?

Consumers who originate and tender a shipment to any retail shipping location are required to show a government-issued photo ID as a form of identification. The photo must match the person tendering the shipment.

This procedure includes all retail shipping locations worldwide, including authorized shipping outlets, alliance and MBE locations, plus The UPS Store® franchisees.

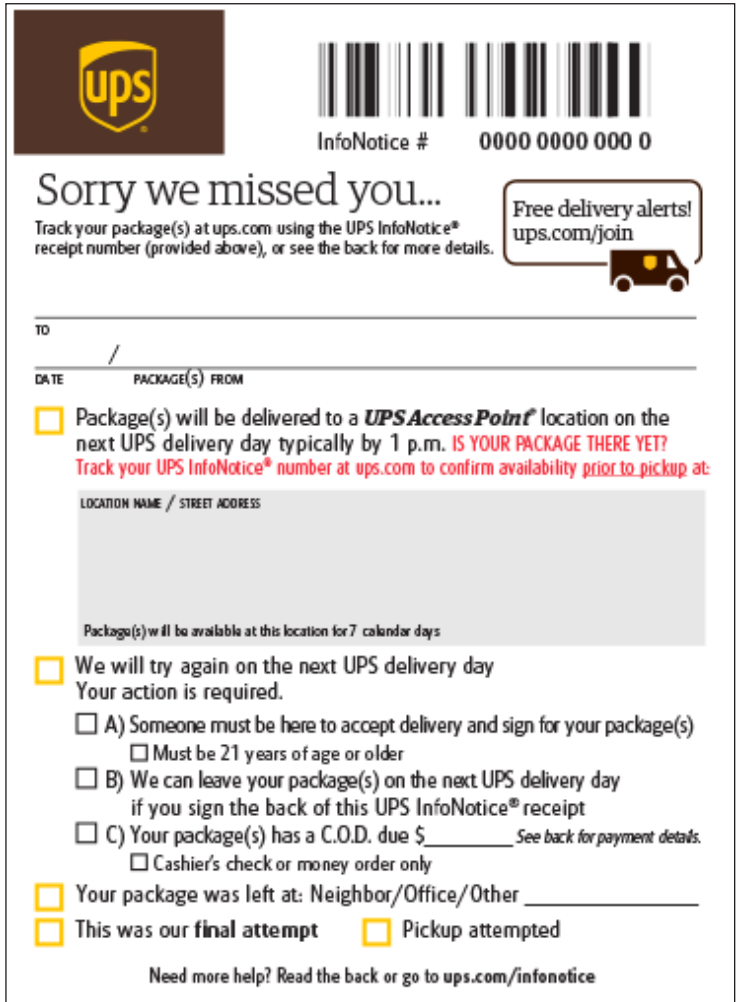
Customers who have already prepared a shipping label--for example, through their business or personal UPS account--are not currently required to present an ID.

Source: <https://www.ups.com/us/en/help-center/sri/access-point-id-requirements.page>

Attention New Access Point Locations - InfoNotice

When UPS attempts to deliver a package to the recipient but they are not home they may route the package to your location. When the driver does this he leaves an "InfoNotice" on the recipients door. The InfoNotice (at right) instructs the recipient that their package is in transit to a nearby Access Point location. They list the location in the area designated on the InfoNotice. The notice states that the package will be delivered to the Access Point on the next UPS delivery day typically by 1pm. Each InfoNotice also shows an InfoNotice number in the top right corner for track-ability. The notice instructs the recipient to track the InfoNotice number to determine if the package has in fact reached the Access Point location. Of course, full tracking information can always be viewed on UPS.com as well using the tracking number if the recipient has that information. If customers come to pick up their package same day or too early on the next pick up day please refer them to their InfoNotice left on their door by the UPS driver for these instructions and information to determine where the package is in transit.

You can also check your Inventory on the UPS REAP website to see if a specific package is still "Inbound".



ups

InfoNotice # 0000 0000 000 0

Sorry we missed you...

Track your package(s) at ups.com using the UPS InfoNotice® receipt number (provided above), or see the back for more details.

Free delivery alerts!
ups.com/join

TO _____

DATE _____ PACKAGE(S) FROM _____

Package(s) will be delivered to a **UPS Access Point®** location on the next UPS delivery day typically by 1 p.m. **IS YOUR PACKAGE THERE YET?** Track your UPS InfoNotice® number at ups.com to confirm availability prior to pickup at:

LOCATION NAME / STREET ADDRESS _____

Package(s) will be available at this location for 7 calendar days

We will try again on the next UPS delivery day
Your action is required.

A) Someone must be here to accept delivery and sign for your package(s)
 Must be 21 years of age or older

B) We can leave your package(s) on the next UPS delivery day if you sign the back of this UPS InfoNotice® receipt

C) Your package(s) has a C.O.D. due \$ _____ See back for payment details.
 Cashier's check or money order only

Your package was left at: Neighbor/Office/Other _____

This was our final attempt Pickup attempted

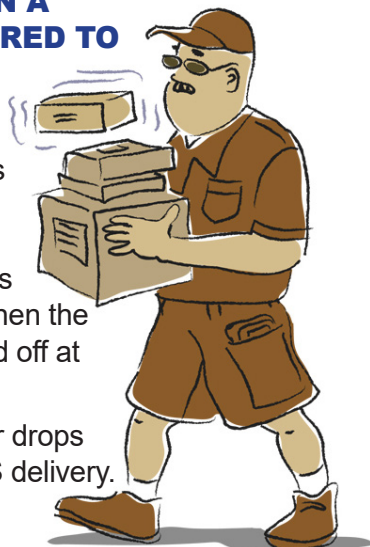
Need more help? Read the back or go to ups.com/infonotice

KNOWING WHEN TO SCAN UPS ACCESS POINT PACKAGES

There are two instances when you scan the packages...
When they are dropped off and when they leave your location.

ALWAYS SCAN WHEN A PACKAGE IS DELIVERED TO YOUR LOCATION

- Whenever the UPS driver drops packages off, you need to scan them in and take possession. This helps the customer know when the packages are dropped off at your location.
- Whenever a customer drops off a package for UPS delivery.



ALWAYS SCAN WHEN A PACKAGE LEAVES YOUR LOCATION

Scan when the package is:

- Picked up by the customer.
- Returned to UPS:
 - Scan when the package is over 8 days old and needs to be returned.
 - Scan when UPS request the package be returned.





2021 Year-End Holiday Schedule

2021 Holiday Season Recommended Last Days to Ship For Dec. 24 Delivery

U.S. DOMESTIC ¹		U.S. TO CANADA ¹		U.S. TO MEXICO ¹		U.S. TO OTHER DESTINATIONS
SHIPPING VIA	SHIP DATE	SHIPPING VIA	SHIP DATE	SHIPPING VIA	SHIP DATE	
UPS® Ground shipping	Check ups.com/ctc for details	UPS® Standard services <i>(From the 48 contiguous states only)</i>	Check ups.com/ctc for details	UPS® Standard services <i>(From the 48 contiguous states only)</i>	Check ups.com/ctc for details	For recommended last days to ship from the U.S. to other international destinations, please visit Calculate Time and Cost at ups.com/ctc .
UPS 3 Day Select®	Dec. 21	UPS Worldwide Expedited®	Dec. 21	UPS Worldwide Expedited®	Dec. 21	
UPS 2nd Day Air® services	Dec. 22	UPS Worldwide Express® services	Dec. 23	UPS Worldwide Express® services	Dec. 22	
UPS Next Day Air® services	Dec. 23					

¹Shipments to certain destinations may require an earlier ship date. Check [ups.com/ctc](https://www.ups.com/ctc) for details.

THANKSGIVING

Wednesday, Nov. 24

Normal pickup and delivery service. All UPS Next Day Air® packages tendered to UPS on this day will be scheduled for delivery on Friday, Nov. 26. UPS 2nd Day Air® packages picked up today will be scheduled for delivery on Monday, Nov. 29 (except those processed and labeled for delivery on Saturday, Nov. 27).

Thursday, Nov. 25, Thanksgiving Day (UPS Holiday)

No UPS® pickup or delivery service. UPS Express Critical® is available. Call 1-800-714-8779 or visit [upsexpresscritical.com](https://www.upsexpresscritical.com).

Friday, Nov. 26

Normal pickup and delivery service.

Notes

*References to "UPS Air and International Air" packages include UPS Next Day® Early, UPS Next Day Air®, UPS Next Day Saver®, UPS 2nd Day Air A.M.®, UPS 2nd Day Air®, UPS Worldwide Express Plus®, UPS Worldwide Express®, UPS Worldwide Saver®, and UPS Worldwide Expedited®.

**The reference to "UPS Ground service on Saturday" includes UPS 3 Day Select® Service, UPS® Ground, UPS® Ground with Freight Pricing, UPS Hundredweight Service®, and UPS Hundredweight Service® Ground shipments.

Visit [ups.com/tariff](https://www.ups.com/tariff) for the UPS Tariff/Terms and Conditions. The information contained in this schedule and all service guarantees are subject to change.

Packages exceeding UPS weight or size requirements are not accepted for transportation.

CHRISTMAS

Monday, Dec. 20

Normal pickup and delivery service.²

Tuesday, Dec. 21

Normal pickup and delivery service. This is the last day to ship UPS 3 Day Select® packages for delivery on Friday, Dec. 24.²

Wednesday, Dec. 22

Normal pickup and delivery service. This is the last day to ship UPS 2nd Day Air® packages for delivery on Friday, Dec. 24.

Thursday, Dec. 23

Normal pickup and delivery service. This is the last day to ship UPS Next Day Air® packages for delivery on Friday, Dec. 24 with a UPS On-Call Pickup®, a UPS Smart Pickup®, or other prearranged, scheduled pickup, or by tendering a shipment at a [The UPS Store®](https://www.ups.com/ctc) location or a UPS Authorized Service Location.

Friday, Dec. 24, Christmas Eve

Normal delivery service. Pickup service available only for Air and International Air* packages if prearranged by Tuesday, Dec. 21. UPS On-Call Pickup® service and UPS® Drop Box locations are available for Air and International Air* packages. UPS Next Day Air® packages picked up today will be scheduled for delivery on Monday, Dec. 27.

Saturday, Dec. 25, Christmas Day (UPS Holiday)

No UPS pickup or delivery service. UPS Express Critical® service is available. Call 1-800-714-8779 or visit [upsexpresscritical.com](https://www.upsexpresscritical.com).

NEW YEAR'S

Dec. 27-Dec. 29

Normal pickup and delivery service.

Thursday, Dec. 30

Normal pickup and delivery service. UPS Next Day Air® packages picked up today will be scheduled for delivery on Friday, Dec. 31. UPS 2nd Day Air® packages picked up today will be scheduled for delivery on Monday, Jan. 3. UPS 3 Day Select® packages picked up today will be scheduled for delivery on Wednesday, Jan. 5.

Friday, Dec. 31

Delivery of UPS Air and International Air* packages only. Pickup service available only for Air and International Air* if prearranged by Wednesday, Dec. 29. UPS On-Call Pickup® service and UPS® Drop Box locations available for Air and International Air* packages. UPS Next Day Air® packages picked up today will be scheduled for delivery on Monday, Jan. 3.

Saturday Jan. 1, New Year's Day (UPS Holiday)

No UPS pickup or delivery service. UPS Express Critical® service is available. Call 1-800-714-8779 or visit [upsexpresscritical.com](https://www.upsexpresscritical.com).

Monday, Jan. 3

Normal UPS pickup and delivery service resumes.

²Shipments to certain destinations may require an earlier shipping date. Please check [ups.com/ctc](https://www.ups.com/ctc) for the most up-to-date transit times.

January Specials

Dell Desktop Computer

Windows 10 Pro
SSD – 237 GB
CPU – i5
RAM – 8 GB



\$399⁹⁵

Maintech Coverage as long as you are part of our National Network of UPS Authorized Shipping Providers (excludes OS upgrades and viruses)

F.O.B. Greenville, TN

All New UPS Branded Promotional Marketing Materials Available ONLY from PEC Corporate

New Promotional Buttons
 Your employees can let customers know that you ship by wearing these awesome buttons.

\$29⁹⁵

New 3 ft Sign

Authorized Service Provider



Add to any order

6 - \$9.95

12 - \$14.95

20 - \$19.95

3 foot Horizontal
 2 sided 36"W x 17"H
 \$35.00 Regular price

F.O.B. Greenville, TN

New 6 ft Banner

\$34⁹⁵



We Ship, Accept Returns & are a Pickup Point for UPS

6 ft Banner
 1 sided 72"W x 17"H | \$60.00 Regular price

Buy 1 Get 20% OFF Buy 2 Get 30% OFF

Toner Cartridges

Item Number	Fits Printer Model	Wholesale Price	3 Or More
TONRM102	HP M102	\$69.99 ea.	\$65.99 ea.
TONRM12W	HP M12W	\$39.99 ea.	\$35.99 ea.
TONRM15W	HP M15 & M29	\$34.99 ea.	\$30.99 ea.
TONR1012	HP 1012 & 1020	\$49.95 ea.	\$45.95 ea.
TONR1505	HP 1505	\$49.95 ea.	\$45.95 ea.
TONR1006	HP 1006	\$39.99 ea.	\$35.99 ea.
TONR1102	HP 1102	\$49.95 ea.	\$45.95 ea.
TONR2020	Samsung M2020	\$59.95 ea.	\$54.95 ea.

F.O.B. Greenville, TN

Scanner

\$59⁹⁵



Why waste time keying in drop-off packages when you can scan them, plus avoid mistakes.

F.O.B. Greenville, TN

Sign Decal Combo Deal



Ship and drop off packages here.

Authorized Service Provider

Receive 1 3 Ft. Cabinet Decal
 1 sided | 36"W x 9"H



25% OFF
 Regular Price

Receive 2 Door Decals
 1 sided
 8"W x 6"H



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SHIPPING & HANDLING POLICY - FREE SHIPPING on retail product orders of \$75 or more (does not include equipment or signs). **HANDLING FEE:** Orders less than \$75 are subject to a flat handling fee of \$7.95. **SHIPPING ON ALL EQUIPMENT & SIGNS:** All equipment, including computers, monitors, printers & scales, and all signs are shipped F.O.B. Greenville, TN and billed to your UPS Account.