

## Shipping with MWW On Demand

MWW On Demand connects with most major shipping companies and offer many of their shipping methods to our customers. We do not provide discounted shipping rates and utilize the daily posted rates from the carrier if you ship using the MWW On Demand shipping account(s). **Calculations for shipment cost is the responsibility of the MWW partner.** All necessary information is provided via our documentation. You may also integrate your own account with MWW by reaching out to your account representative with the shipping account details and then inputting your account number in the appropriate field for your order.

**PRESHIP LABELS:** Customers can utilize pre-ship labels by formatting the label to a 4" x 6" label size image saved as a PDF file and including an **Auto-downloadable URL** to that file in the appropriate field on your order form. Please ensure the preship label takes up the entire 4" x 6" space to ensure it scans correctly. **Multi-page files MUST have all pages formatted to the 4" x 6" size.** If utilizing this ship method, please place PRESHIP in the ship method field as well.

**CUSTOMIZABLE PACKING LISTS** are also available for inclusion in your packaging via the similarly named field in the order form using a 4" x 6" label size image saved as a PDF file and including an **Auto-downloadable URL** to that file in the appropriate field on your order form. Multi-page files **MUST** have all pages formatted to the 4" x 6" size.

There are no usage fees for any of the above services.

Invalid addresses, incorrect shipping methods with size restrictions and destinations not serviced all cause delays and require manual intervention and special handling to correct. MWW may implement a \$10 manual order handling fee to accommodate these issues.

Our goal is to provide on-time delivery to your customer and avoid interruptions and delays. This helps ensure our system automation and order processes continue to deliver the most efficient processing for correctly submitted orders while allowing our customer service department to resolve order issues as quickly as possible.

In the following pages, you'll find shipping codes that will allow you to utilize the correct shipping method for the products you choose to sell and service the customers you're looking to sell to around the globe.



## SHIPPING RATE CALCULATIONS RESOURCES

Calculations for shipment cost are the responsibility of the MWW partner. Here are links to the carrier's site that can be used to **estimate shipping rates**. By using the ship to address and the dims of the products (found on MWW price sheet) you can determine the best carrier and rate for you and your customer. Ship from zip code is 28792.

- [UPS Calculate Time and Cost](#)
  - [USPS Retail Postage Price Calculator](#)
  - [FedEx Calculate Shipping Rates](#)
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## SHIPPING CODES

In the shipping method field, any of these options can be used. In some cases (as noted below) customer's shipping account would need to be integrated before the shipping method can be used.

When shipping on an integrated UPS, FedEx or DHL shipping account be sure to include the shipping account number in the Shipping Account Number field so the proper account can be charged. If no Shipping Account Number is included the order will be shipped via MWW accounts and the shipping cost will be added to your invoice.

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## SHIPPING CARRIERS INCLUDE:





**UPS Shipping Options:**

UPS is typically more economically effective when shipping packages over 3 lbs.

It is a very reliable service with robust tracking capabilities.

Please provide the following information to set up an account to use UPS in our system: (one time request):

**For 3<sup>rd</sup> Party Billing:**

- **account #**
- **ship-from address**

**For Direct Billing:**

- **account #**
- **ship-from address**
- **invoice #**
- **invoice date**
- **amount due**
- **control ID**

Please pass the appropriate ship method code with every order. If shipping on own account, include account number with every order.

ShipMethod	Description
UPS_GR	UPS_GROUND_RESIDENTIAL
UPS_GC	UPS_GROUND_COMMERCIAL
UPS_NDA	UPS_NEXT_DAY_AIR
UPS_NDAR	UPS_NEXT_DAY_AIR_RESIDENTIAL
NDASaver	UPS_NEXT_DAY_AIR_SAVER
NDASaverR	UPS_NEXT_DAY_AIR_SAVER_RESIDENTIA
UPS_2DA	UPS_SECOND_DAY_AIR
UPS_2DAR	UPS_SECOND_DAY_AIR_RESIDENTIAL
UPS_3DA	UPS_THIRD_DAY_AIR
UPS_3DAR	UPS_THIRD_DAY_AIR_RESIDENTIAL
INT_UPS_SVR	UPS INTERNATIONAL SAVER
INT_UPS_STD	UPS INTERNATIONAL STANDARD
INT_UPS_EXP	UPS INTERNATIONAL EXPRESS

**UPS: MUST HAVE OWN ACCOUNT TO USE THESE METHODS**



**UPS Mail Innovation info:**

UPS Mail Innovation is typically most economical when shipping packages from 1 oz. – 15.9 oz. This program is a combination of UPS + USPS and will add at least 1 extra day in transit.

**Domestic Shipments**

ShipMethod	ShipperID	Description	IsResidential	Shipcode
PPMI	UWS	Bill Shippers UPS Account Mail Innovation less than 1 lb - weight sent in Ounces	N	MI
PPMP	UWS	Bill Shippers UPS Account Mail Innovation greater than 1 lb - weight in Lbs	N	MI

See [upsmailinnovations.com](http://upsmailinnovations.com) for more information

**International Shipments**

ShipMethod	ShipperID	Description	IsResidential	Shipcode
PPMI-INT	UWS	Bill Shippers UPS Account Mail Innovation less than 1 lb - weight sent in Ounces	N	MI
PPMP-INT	UWS	Bill Shippers UPS Account Mail Innovation greater than 1 lb - weight in Lbs	N	MI

See [upsmailinnovations.com](http://upsmailinnovations.com) for more information

**UPS Surepost Shipping Option:**

UPS Surepost is typically most economical when shipping packages from 1 oz. – 9 lbs. This program is a combination of UPS + USPS and will add at least 1 extra day in transit.

ShipMethod	Description
UPS @USG 1	UPS Surepost 1 lb or greater – shipped on MWW account
UPS @USL 1	UPS Surepost less than 1 lb – shipped on MWW account

See [ups.com](http://ups.com) for more information

**USPS SHIPPING INFO**

USPS has a range of economical options for all size ranges of packages.

Customers choosing to ship USPS can utilize their Endicia account or ship on MWW's Endicia account and have freight charges added to their invoices.

Please provide the following information to set up an account to use Endicia in our system (one time request):

- account name
- user ID
- pass phrase

For USPS Please use the codes listed below.



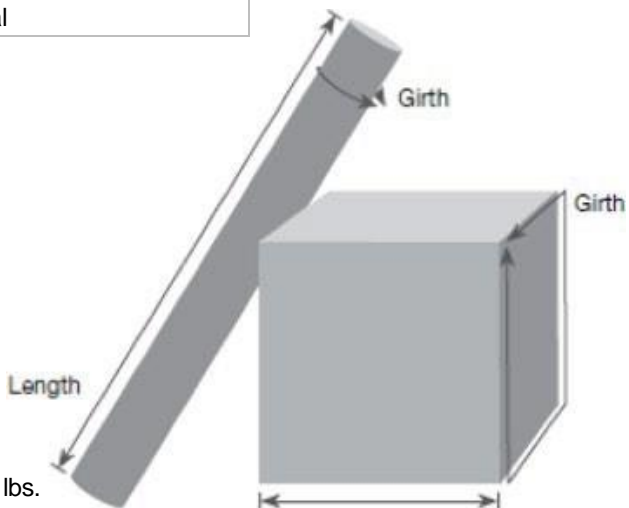
ShipMethod	Description
EDGA	USPS Ground Advantage
USPM	USPS Priority Mail
USXM	USPS Priority Mail Express
USEMI	USPS Priority Mail Express International
USPMI	USPS Priority Mail International
USFCI	USPS First Class Mail International

**Parcels**

Length + girth combined cannot exceed 108 inches.

Length: the longest side of the parcel

Girth: measurement around the thickest part (perpendicular to the length)



**USPS Service Level**

**Domestic**

**USPS Ground Advantage** – Service available for 1oz – 70 lbs.

**USPS Priority Mail** – service available for 1 lbs – 70 lbs.

1. Parcels addressed for delivery to zones 1–4 (including local) that weigh less than 20 pounds but measure more than 84 inches in combined length and girth (but not more than 108 inches) are charged for a 20-pound parcel (balloon price) based on the applicable zone.
2. Parcels addressed for delivery to zones 5–9 that exceed one cubic foot (1,728 cubic inches) are charged based on the actual weight or the dimensional weight, whichever is greater.

**USPS Priority Mail Express** – service available for 0.5 lbs – 70 lbs

1. Parcels addressed for delivery to zones 1–4 (including local) that weigh less than 20 pounds but measure more than 84 inches in combined length and girth (but not more than 108 inches) are charged for a 20-pound parcel (balloon price) based on the applicable zone.
2. Parcels addressed for delivery to zones 5–9 that exceed one cubic foot (1,728 cubic inches) are charged based on the actual weight or the dimensional weight, whichever is greater.

## International

**USPS First Class Mail International** – service available for 1 oz. – 64 oz.

### Packages

#### Size-Other than Rolls

Maximum length (24") + height + thickness combined = 36 inches

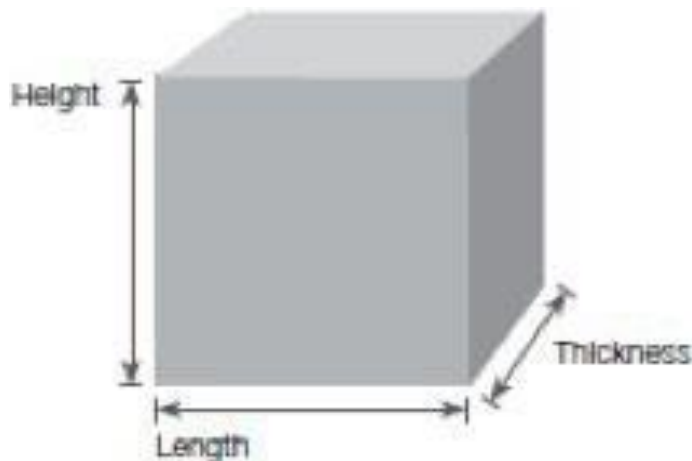
#### Size-Rolls

Minimum length = 4 inches

Minimum length + twice the diameter combined = 6-3/4 inches

Maximum length = 36 inches

Maximum length + twice the diameter combined = 42 inches



**USPS Priority Mail Express International** - service available for 0.5 lbs – 70 lbs  
Priority Mail Express International Service is NOT available to all countries. Check USPS for more information.

1. The total girth (distance around the thickest part) of your package is up to 108". The total weight of your package may not exceed 70 lbs, though, the destination country may have lower weight limits.

[See usps.com](https://usps.com) for more information



**MUST HAVE OWN ACCOUNT ENABLED FOR THIS METHOD.**



**Fedex Shipping Options:**

Fedex is typically more economically effective when shipping packages over 3 lbs. It is a very reliable service with robust tracking capabilities.

Must provide the following information to set up an account to use Fedex in our system: (one time request)

- **account number**
- **meter number**
- **complete address of Account**
- **smartpost hub ID (if applicable)**

*This needs to be a "new" account / meter combination.*

Please pass the appropriate ship method code with every order.

ShipMethod	Description
FED_SO	FEDEX_STANDARD_OVERNIGHT
FED_PO	FEDEX_PRIORITY_OVERNIGHT
FED_2DAC	FEDEX_SECOND_DAY_AIR_COMMERCIAL
FED_2DAR	FEDEX_SECOND_DAY_AIR_RESIDENTIAL
FED_GR	FEDEX_GROUND_RESIDENTIAL
FED_GC	FEDEX_GROUND_COMMERCIAL
FED_GH	FEDEX_GROUND_HOME_DELIVERY
INT_FED_ECO	FEDEX INTERNATIONAL ECONOMY
INT_FED_PRI	FEDEX INTERNATIONAL PRIORITY
INT_FED_FST	FEDEX INTERNATIONAL 1ST CLASS

**Fedex SmartPost Shipping Options:**

Fedex SmartPost is typically most economical when shipping packages from 1 oz. – 9 lbs. This program is a combination of UPS + USPS and will add at least 1 extra day in transit.

ShipMethod	Description
FXG @@FP 1	Fedex Smart Post – shipped on MWW account

[See fedex.com](http://fedex.com) for more information

**MUST HAVE OWN ACCOUNT ENABLED FOR THIS METHOD.**

**DHL Ecommerce Shipping Option:**



DHL Ecommerce has a range of economical options for small – midsize package ranges. Please pay special attention to girth restrictions if choosing this carrier. In accordance with DHL’s upgrades, accounts must be version 4 DHL Ecommerce. Please provide a copy of your DHL version 4 Onboarding form to set up an account: (one time request)

ShipMethod	Description	Dom vs. Int'l
DH4EX	DHL PARCEL EXPEDITED	Domestic
DH4GD	DHL PARCEL GROUND	Domestic
DH4ID	DHL PARCEL INTERNATIONAL DIRECT	International
DH4IS	DHL PARCEL INTERNATIONAL STANDARD	International

**Domestic**

**Parcel Expedited** – service available for packages up to 25 lbs.

**Parcel Ground** – service available for packages up to 25 lbs.

Max Dimensions for packages = 27” x 17” x 17”

Girth Restriction = 50” (Girth is calculated L + 2W + 2H)

**International**

**Parcel International Direct** - service available for 1 lbs – 44 lbs.

Max Dimensions for packages = 27” x 23.6” x 23.6”

Girth Restriction = 50” (Girth is calculated L + 2W + 2H)

**Parcel International Standard** - service available for 1 lbs – 44 lbs.

Max Dimensions for packages = 27” x 23.6” x 23.6”

Girth Restriction = 118” (Girth is calculated L + 2W + 2H)

**\*\* Parcels exceeding Girth restrictions may incur additional charges from carrier**

See [dhl.com](http://dhl.com) for more information



## **Address Validation**

Notes on how to best utilize Address Validation to ensure your orders flow through MWW properly:

### **ADDRESS FORMATTING GUIDELINES:**

#### **USPS / DHL**

Name: 50 Characters and Spaces

Address Line 1: 46 Characters and Spaces - Physical Address

Address Line 2: 46 Characters and Spaces - Apartment Number, Suite Number, etc.

City: 30 Characters and Spaces

State or Territory: 3 Characters and Spaces Zip Code: 10 Characters and Spaces

Country: 3 Characters and Spaces

Email: 50 Characters and Spaces Phone: 15 Characters and Spaces

#### **UPS**

Name: 50 Characters and Spaces

Address Line 1: 30 Characters and Spaces - Physical Address

Address Line 2: 30 Characters and Spaces - Apartment Number, Suite Number, etc.

City: 30 Characters and Spaces

State or Territory: 3 Characters and Spaces Zip Code: 10 Characters and Spaces

Country: 3 Characters and Spaces

Email: 50 Characters and Spaces Phone: 15 Characters and Spaces

#### **Fedex**

Name: 50 Characters and Spaces

Address Line 1: 35 Characters and Spaces - Physical Address

Address Line 2: 35 Characters and Spaces - Apartment Number, Suite Number, etc.

City: 30 Characters and Spaces

State or Territory: 3 Characters and Spaces Zip Code: 10 Characters and Spaces

Country: 3 Characters and Spaces

Email: 50 Characters and Spaces Phone: 15 Characters and Spaces

- 1) No Punctuation - aside from the email field, avoid using punctuation in the address
- 2) US Military Addresses must be shipped utilizing USPS (methods: APO, FPO, DPO)
- 3) Puerto Rico, Hawaii, Alaska, Guam - utilize USPS, UPS 2nd Day Air, or UPS Mail Innovation