48HourPrint.com®

TRACKING SHIPMENT OF AN ORDER

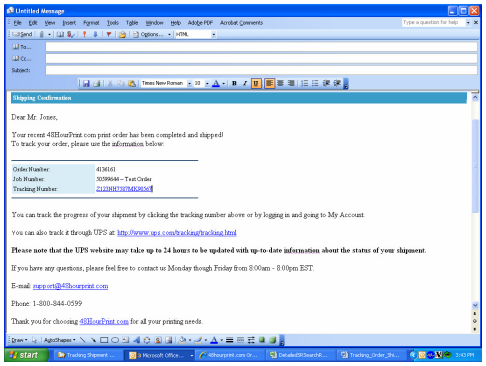
1.0 INTRODUCTION

48HourPrint.com has made it easy for customers to track the UPS shipment of their order. For your convenience we have created these instructions to help guide you step-by-step through this process.

2.0 TRACKING SHIPPING ONLINE

STEP 1

Once a job has been shipped from our production facility, you will receive an e-mail message that contains the UPS tracking number.



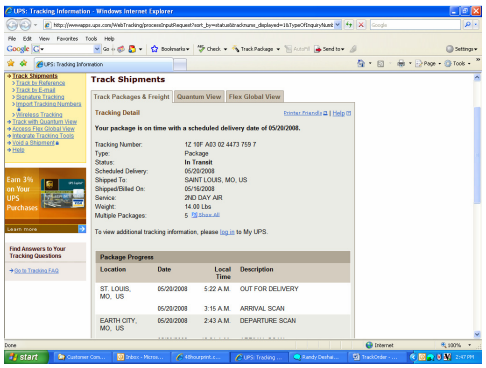
STEP 2

At this point you can track the shipment by simply clicking on the **Tracking Number** link to be brought to the UPS website.

You can also track the shipment by logging into your **My Account** and then clicking on the **Tracking Number** link within the **Job History** section.

STEP 3

Once at the UPS website, the following information will be available on the **Track Packages & Freight** tab for a package that has not yet been delivered:



- **Tracking Number**
- **Status**
- **Scheduled Delivery →** This is the date the package(s) are expected to be delivered.
- **Shipped To →** Will include the city and state the package(s) are being delivered to.
- **Shipped/Billed On** → This is the date that UPS picked up the package(s) from our production facility.
- **Service** → This is the shipping method selected.
- **Weight**
- **Multiple Packages →** If the shipment contains multiple packages, you can access the individual information regarding each package under one specific tracking number by clicking the **Show All** link.
- **Package Progress →** This section details the location of the package for a specific date & time.