

FedEx Ship Manager

Logout | Help

- Prepare Shipment
- Ship History
- My Lists
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- Administration

Create a Shipment

1 Enter shipping information 2 Print label(s)

* Denotes required field.

Contact your administrator
[Preferences](#) | [Clear all fields](#)

1. From

[Help](#) [Edit](#)

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4. Billing Details

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* Bill transportation to:

Your reference:

[More reference fields](#)

2. To

[Help](#) [Hide](#)

* Country/Location:

Company:

* Contact name:

* Address 1:

Address 2:

* City:

* State:

* ZIP:

* Phone no.: ext.

Perform detailed address check

This is a residence

Save new recipient in address book

Special Services (optional)

[Help](#) [Edit](#)

Select additional services for your shipment

Pickup/Drop-off (optional)

[Help](#) [Edit](#)

You are dropping off your package at a FedEx location.

E-mail Notifications (optional)

[Help](#) [Edit](#)

Send an e-mail to yourself, the recipient or others indicating the status of your shipment.

3. Package & Shipment Details

[Help](#) [Hide](#)

* Service type:

* Package type:

* No. of packages:

* Weight: lbs

5. Complete your Shipment

[Help](#)

Create a Shipment Profile to store recipient, package and all other details of this shipment for future use.

Send a Mobile Shipping Label and visit a FedEx Office to print the label and ship your package.

[Save for later](#) [Ship](#)