



Updated UPS **Red** Overnight Shipping Guidelines!

Due to numerous occurrences of misuse of UPS shipping labels by clients, we are no longer able to provide UPS **Red** overnight or second day labels **unless they are already affixed to shipping bags**. We must now provide mylar shipping bags with the labels pre-attached. This should not create too much of a burden for clients, however there will be some cost for bags that we provide.

UPS has asked our clients to destroy any current supply of UPS **Red** overnight shipping labels (or second day) for shipping to CVAS. Request from us a supply of UPS **Red** labels attached to bags.

The following bags are available for order. When contacting the lab please specify the number of bags, the size bag, and the type of shipping label being requested.

- 12"x15.5" \$0.25/bag **"Small shipping bag"**
- 19"x24" \$0.50/bag **"Medium shipping bag"**
- 24"x24" \$0.60/bag **"Large shipping bag"**

These bags are also available for use when shipping by UPS ground service or when using other shipping services. **UPS ground service label use is not affected by this change.**

When shipping samples using our prepaid labels, clients should adhere to the Packaging Guidelines and Procedures listed below.

Packaging Guidelines and Procedures:

- Use mylar shipping bags which CVAS will provide to you at below our cost.
- If shipping liquid material, place those containers in a sealable plastic bag.
- Use adequate cushioning material particularly with heavy or liquid samples.
- Use tape designed for shipping.
- Affix labels for easy viewing with complete delivery and return information.
- Place your samples with a completed submission forms or CVAS sample bags inside the shipping bag.

Thank you for your patience while we work through this transition in shipping service!