



SHIPPING INFORMATION SHEET

COMPANY NAME:
ADDRESS 1:
ADDRESS 2:
CITY/STATE/ZIP:

CONTACT PERSON:
PHONE NUMBER:
EMAIL ADDRESS:

PLEASE SELECT YOUR SHIPPING CARRIER AND PREFERENCES BELOW:

UPS

NEXT DAY (AM Delivery)
 NEXT DAY AIR SAVER (PM Delivery)
 SECOND DAY
 GROUND

Next & 2nd Day can be insured up to \$50,000.
Ground can be insured up to \$1,000.

USPS

EXPRESS MAIL (1-2 Days guaranteed)
Insured up to \$50,000.

FedEx

PRIORITY OVERNIGHT (AM Delivery)
 STANDARD OVERNIGHT (PM Delivery)
 2 DAY
 GROUND

Priority, Standard & 2nd Day can be insured up to \$100,000. Ground up to \$1,000.

*Standard Overnight not available in all areas.

SHIPPING DAY PREFERENCE

MON TUE WED THUR FRI

Please "X" the day or days of the week that you prefer we ship to you

OTHER CONSIDERATIONS

- Value of item MUST be on each job
 - o If value is not listed, JCI will put a flat amount that may be significantly higher than the value to make sure we are covered for shipping purposes.
- COD accounts cannot be shipped through the post office.
 - o If your account is COD, JCI must have credit card on file to charge before shipping.
- JCI will batch jobs to ship together if the store locations requests that as part of a standard shipping preference, holding jobs up to 2 weeks after 1st job is completed.
- If you need a job back by a specific date or if it needs to be RUSHED, please list that clearly on the repair envelope and contact customer service in advance, which will supersede job batching preferences.

***If you have any questions regarding shipping methods,
Please contact shipping@jewel-craft.com. For urgent matters, contact (800) 525-5482.***

Signature _____ Date _____