

CPS Paper Shipment Form 2025

For CPS County Coordinator Use

Please email this completed form to Marylou Gilbert,
marylougilbert@mednet.ucla.edu

CPS County Coordinator or Sender:

Name: _____ Title: _____

Agency/Department: _____

Address: _____

Phone number: _____ Email: _____

Number of boxes/envelopes/padded paks you will ship, including the size (small, medium, or large) and **approximate weight** of each box/envelope:

- ☐ Small box; how many _____ approximate weight of each _____.
- ☐ Medium box; how many _____ approximate weight of each _____.
- ☐ Large box; how many _____ approximate weight of each _____.
- ☐ Small envelope; how many _____ approximate weight of each _____.
- ☐ Med envelope; how many _____ approximate weight of each _____.
- ☐ Large envelope; how many _____ approximate weight of each _____.
- ☐ Small pak; how many _____ approximate weight of each _____.
- ☐ Med pak; how many _____ approximate weight of each _____.
- ☐ Large pak; how many _____ approximate weight of each _____.
- ☐ We will use our own packaging; how many _____ approximate weight of each _____.

Additional shipping info: _____

FedEx Pick up or Drop off - Please indicate your preference:

- ☐ We will be scheduling a FedEx pick up on this date: _____
**TO SCHEDULE A PICK UP PLEASE CALL/ARRANGE WITH FED EX DIRECTLY
AT: 800-463-3339**

- ☐ We will drop off the box(es)/package(s) at a FedEx facility/drop off on this date:
