# UPS SurePost<sup>®</sup> APO/FPO/DPO shipping

## When a package is addressed to a military APO/FPO/DPO destination:

- Use the service member's full name and rank
- Must include the Unit/CMR/PSC number, APO/FPO/DPO box no., the APO/FPO/DPO designation, the AA/AE/AP region and Zip Code

## **Requirements:**

Name and rank Unit #. Box #

APO/FPO/DPO, AP/AE/AA, Zip Code

APO/FPO/DPO shipments may be considered dutiable,

#### therefore, one of the following forms is required:

USPS<sup>\*</sup> Customs Declarations Form, PS Form 2976 (CN22) or 2976A. All shipments that do not have a CN22 form will be returned at the shipper's expense. All UPS shipping systems are capable of generating the CN22.

View APO/FPO/DPO Guidelines and Restrictions within the most recent version of the USPS Postal Bulletin: <u>http://about.usps.com/postal-bulletin/welcome.htm</u>

Time-in-Transit for APO/FPO/DPO destinations can be one to two months.

# Addressing a shipment in WorldShip®

To properly provide APO/FPO/DPO address information through UPS WorldShip:

- Specify United States in the Country/Territory field.
- Specify the name of the recipient in the Company or Name field.
- Specify the unit and APO/FPO/DPO box number in the Address1 field.
- Specify APO, FPO or DPO in the City or Town field.
- Specify the appropriate two-letter abbreviation for the Armed Forces region in the State/Province/County field:
- AA (for Armed Forces in the Americas excluding Canada)
- AE (for Armed Forces in Europe, Middle East, Africa and Canada)
  AP (for Armed Forces in the Pacific)
- Specify the appropriate 5-digit ZIP Code in the Postal Code field.

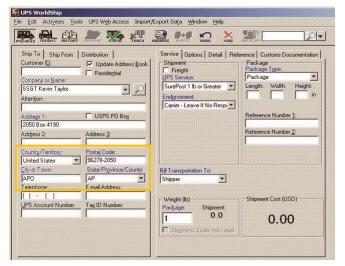
- DO NOT include city or country name
- Must include a return address

# **Examples:**

SSGT Kevin Taylor

Unit 2050 Box 4190

APO AP 96278-2050



9261 2123 4567 895	B 1000 0000	50
CONTACT NAME STR	P TO NTACT NAME EET ADDRESS NUNING GU 96913	1
United States Postal Service Customs Declaration	May be or	CN 22 pened officially
Aty Detailed description of contents  Book	al Sample erchandise Weight Lbs Oz 3 15	Value (US\$) \$12.00
For commercial use only. If known, HS tariff number and country of origin of goods.	Total Weight	Total Value (US\$)
	3 Lbs 15 Oz	\$12.99
Exemption/Exclusion Legend NOEEI § 30.37(a)		
I certify the particulars given in this customs declaration are correct. This item does not contain any dangerous article, or articles prohibited by legislation or by postal or customs regulations. I have met all applicable export filing requirements under the Foreign Trade Regulations.		
Sender's Signature and Date		

UPS SurePost<sup>®</sup> APO/FPO/DPO shipping

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