

Dear Customer

In order to reduce our carbon footprint and save on resources, hard copies of import entry documents will no longer be sent as from 11<sup>th</sup> October 2021

Please kindly complete the following information below to allow us to process these electronically for you and send this information to [astringer@ups.com](mailto:astringer@ups.com) or [sharonbradley@ups.com](mailto:sharonbradley@ups.com)

**UPS account number(s):**

**Email address(es) you wish to receive the import entry documents.**

Once shipments have been customs accepted, import entry documents will be sent automatically to the email address you specify.

If you have any questions regarding this please email [nnhill@ups.com](mailto:nnhill@ups.com) or [saustin1@ups.com](mailto:saustin1@ups.com)

Thank you for your co-operation.

Kind regards

Archives Department UPS Brokerage

enacted  
6-10-21