



# Application for New Ground/Express Freight Account

When applying for a new FedEx and/or UPS account all shipments will be applied directly to a department Pcard. These transactions will have level three detail so that no additional documentation is necessary to reconcile.

FedEx

UPS

Contact Name:

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Contact Email:

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Contact Phone:

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Department  
Name:

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Department  
Address:

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PCard Holder  
Name:

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Please submit complete via email by clicking here: