



Creating a shipment with the UPS Partnered Carrier Programme



What is the Amazon Partnered Carrier Programme (PCP)?

- An Amazon **shipping solution** for Sellers sending **small-parcel** shipments into Amazon EU Warehouses for **Fulfilment By Amazon (FBA)**.
- This service is offered for small-parcel shipments from a UK, German, French, Italian or Spanish address to our Amazon fulfilment centres located in these countries.



5 Benefits of using the Partnered Carrier Programme.

- ✓ **Inventory available faster:** Optimal service level with trusted Carriers. Amazon FC's will be able to process shipments and make inventory available for sale quicker than before.
- ✓ **Competitive transportation rates:** Amazon negotiated rates with UPS.
- ✓ **Lower risk:** Amazon will take on responsibility for dealing with lost or damaged inventory consistent with its standard FBA policy and up to £2,000 per unit.
- ✓ **Increased visibility of shipments:** the Carrier's tracking number will automatically be linked to your shipment and appear in the shipping workflow.
- ✓ **No minimum commitment necessary.** You can opt to use PCP on a per shipment basis.

Seller Testimonial

“We are using Amazon UK Partnered Carrier Programme by shipping 30-50 boxes per week. It’s a highly reliable and competitive service. Here at Keple we strongly value innovation, data-driven decision making, automation, efficiency, and ethical practice - that is exactly why we are using Amazon Partnered Carrier Programme to deliver parcels across Europe.”

-Team at Keple



Go to your **Manage FBA Shipments** page

The screenshot displays the Amazon Seller Central interface for a merchant named 'FBA Test 2'. The top navigation bar includes 'amazon seller central europe', a notification icon, and menu items: 'INVENTORY', 'ORDERS', 'ADVERTISING', 'STOREFRONT', 'REPORTS', and 'PERFORMANCE'. The current page is 'www.amazon.co.uk'. A dropdown menu is open under 'INVENTORY', listing options: 'Manage Inventory', 'Manage FBA Inventory', 'Add a Product', 'Add Products via Upload', 'Inventory Reports', 'Manage Promotions', and 'Manage FBA Shipments'. An orange arrow points to the 'Manage FBA Shipments' option. On the left, there is an 'Alert' box stating 'Your listings are currently inactive in marketplace(s): www.amazon.co.uk, www.amazon.de, www.amazon.fr, www.amazon.it, www.amazon.es'. Below the alert is a 'Your Orders (Amazon.co.uk)' section with a table of order statuses: Seller Fulfilled, Pending, Unshipped, and Return requests, all showing 0. There is also a 'Fulfilled by Amazon' section. The main content area features a 'Selling Coach' section with 'Listings to Fix or Complete' and a 'Headlines' section with various tips and news items, including 'Christmas Selling Tip: Automate Your Return Requests'.

Select Work on Shipment

The screenshot shows the Amazon Seller Central interface for the 'Inbound Queue'. At the top, there are navigation tabs for INVENTORY, ORDERS, ADVERTISING, STOREFRONT, REPORTS, and PERFORMANCE. The merchant is identified as 'FBA Test 2'. Below the navigation, there are links for 'Shipping Queue', 'Inbound Performance Summary NEW', 'Scan & Ship', and 'Upload Inbound Shipment File'. A notice states 'You are participating in Shipment creation workflow beta. Feedback | Exit Beta'.

The main section is titled 'Inbound Queue' with a 'Learn more' link. It features two tabs: 'Shipments' (selected) and 'Plans'. A 'Date Range' dropdown is set to 'All'. The 'Show:' section has radio buttons for 'All' (selected), 'Working', 'in transit', 'At the fulfilment centre', 'Closed', and 'Deleted/cancelled'. A search box labeled 'Search by shipment ID' with a 'GO' button is present. The page indicates '1 to 100 of 353 shipments' and 'Page 1 of 4 Next >'.

Name ▲	ID ▲	Plan ID	Last updated ▼	MSKUs	Shipped	Received	Destination* ▲	Status	
FBA (18/12/2013 16:53) - 1		PLN1GTHW	18 Dec 2013	1	20	0	EDI4	WORKING	Work on shipment Download pack list
FBA (02/12/2013 10:48) - 2 ✖ Shipment missing tracking number.		PLN14MWC	18 Dec 2013	5	50	0	BHX1	READY TO SHIP	Track shipment Download pack list
now now		PLNB02B	5 Dec 2013	2	10	0	EDI4	CLOSED	Track shipment Download pack list
now2		PLNB00Q	5 Dec 2013	2	10	0	EDI4	CLOSED	Track shipment

At the bottom, there is a 'Storage Monitor' section with two progress bars: 'Standard-Size Storage' (487/5000) and 'Oversize Storage' (50/500).

Under **2. Delivery Service**, tick the Amazon Partnered Carrier (UPS)


Send/Replenish Inventory [Learn more](#)

[Set Quantity](#) [Prepare Products](#) [Label Products](#) [View Shipments](#) [Prepare Shipment](#) [Summary](#)

Shipment name/ID Name: FBA (20.02.15 11:08) - 1 ID: FBAHM- Amazon Reference ID: 50X2LIG	Ships from	Ship to Amazon.co.uk Amazon Fulfillment Centre Dunfermline, Fife KY11 8ST GB (ED4)	Shipment contents 3 MSKUs 60 Units	Shipment status WORKING Created: 20 Feb 2015 Updated: 23 Feb 2015
---	------------	--	--	--

[Show More](#)

1. Review shipment contents

 You can review and modify your units and quantity here. If you wish to add any products to your shipment, you must duplicate the shipment or create a new shipment. [Learn more](#)

[Download pack list](#)

[Review and modify units](#)

2. Delivery service

Delivery method

- Small parcel delivery (SPD)**
I'm shipping individual boxes
- Less than Truckload (LTL)**
I'm shipping pallets

Which method should I choose?

Carrier

I'd like to use Amazon's-discounted Partnered Carrier [Learn more](#)

UPS 

I'd like to use my own

Other carrier:

3. Shipment packing

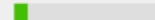
Total # of boxes

[Set number of boxes](#)

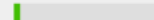
Storage Monitor

What's this?

Standard-Size Storage

 449/5000

Oversize Storage

 20/500

Under **3. Shipment packing**, input the total number of boxes and click “Set number of boxes”.

3. Shipment packing

Total # of boxes

Set number of boxes

Note: Entering dimensions is optional.

Box #	Box weight (kg.)	Box dimensions (cm.)	Remove
1	<input type="text"/>	<input type="text"/> x <input type="text"/> x <input type="text"/>	<input type="checkbox"/>
Totals:	0		

Add another box **Copy last box**

Number of boxes left: 199

4. Delivery charges

Carrier	Number of Boxes	Shipment weight	Billable weight	Estimated Delivery Cost
	1	0 kg		Calculate

5. Delivery labels

Number of Boxes	Paper type	Instructions
Storage Monitor What's this?	Standard-Size Storage 449/5000	Oversize Storage 20/500

Under **3. Shipment packing**, input the weights and dimensions for each box you are sending. To add another box, click on the **Add another box** button below. If the dimensions of two boxes are the same, you can select **Copy last box**. Once you have input all your data, click the **Calculate** button below.

3. Shipment packing

Total # of boxes

Set number of boxes

Note: Entering dimensions is optional.

Box #	Box weight (kg.)	Box dimensions (cm.)	Remove
1	14	50 x 40 x 30	

Totals: 14

Add another box **Copy last box**

Number of boxes left: 199

4. Delivery charges

Carrier	Number of Boxes	Shipment weight	Billable weight	Estimated Delivery Cost
	1	14 kg.		Calculate

To complete your shipment with UPS, visit UPS's website to contact the carrier or call 03457 877877. Please note that your shipment will not be collected until this step has been completed.

5. Delivery labels

Number of Boxes Paper type instructions

Storage Monitor	Standard-Size Storage	Override Storage
What's this?	449/5000	20/500

Under **4. Delivery Charges**, your payment total will be calculated. This may take a couple of seconds. Tick the 'I agree to the terms and conditions' box and click **Accept Charges**.

3. Shipment packing

Total # of boxes

Set number of boxes

Note: Entering dimensions is optional.

Box #	Box weight (kg.)	Box dimensions (cm.)	Remove
1	14	50 x 40 x 30	<input type="checkbox"/>

Totals: 14

Add another box **Copy last box**

Number of boxes left: 199

4. Delivery charges

Carrier	Number of Boxes	Shipment weight	Billable weight	Estimated Delivery Cost
UNITED PARCEL SERVICE INC	1	14 kg.	14 kg.	£ ...

I agree to the terms and conditions I have read, understand and agree to the [UPS Terms and Conditions of Carriage](#). Please note that the UPS Terms & Conditions apply to all UPS UK shipments and are not Programme specific. We remind you that the transportation costs are payable to Amazon and that in the case of lost, damaged or delayed shipments you should file claims with Amazon and not UPS. Amazon-Partnered Carrier is not available for Hazmat shipments. **Important:** Transporting dangerous goods and/or hazardous material is strictly prohibited. **Accept charges**

To complete your shipment with UPS, visit UPS's website to [contact the carrier](#) or call 03457 877877. Please note that your shipment will not be collected until this step has been completed.

5. Delivery labels

Storage Monitor **What's this?**

Standard-Size Storage	Over-size Storage
449/5000	20/500

Under **5. Delivery labels**, click **Print Box Labels**. These are the UPS shipping labels you must attach to each box you are sending out. Once you have printed these, select **Complete shipment**.

4. Delivery charges

Carrier	Number of Boxes	Shipment weight	Billable weight	Estimated Delivery Cost
UNITED PARCEL SERVICE INC	1	14 kg.	14 kg.	

Charges accepted **Void charges**

⚠ You have 24 hours left, if you wish to void shipping charges.

⚠ To complete your shipment with UPS, visit UPS's website to [contact the carrier](#) or call 03457 877877. Please note that your shipment will not be collected until this step has been completed.

5. Delivery labels

Number of Boxes Paper type

1 99.1 X 139 mm

Print box labels



Print a unique label for each box. [Learn more](#)

Instructions

Packing your Boxes

- Packing slips are no longer required.
- Boxes may not exceed 15 kgs, unless one single shippable unit exceeds 15 kgs, by itself. Boxes with a single unit exceeding 15 kgs, must be clearly labelled "Heavy Weight" on the top and sides and may not exceed 30 kgs.
- Use only approved packing material
- Please note that the Partner Carrier Program cannot be used for transporting hazardous (HAZMAT) products

Labeling your boxes

- Print the full set of labels. Each label is unique: do not photocopy, reuse or modify labels for use on additional boxes.
- The shipping label should be affixed to the outside of your sealed box, in addition to the carrier label.
- Place labels so they don't cover box seams.

[Learn more about shipping and routing requirements](#)

Work on another shipment

Delete shipment

Duplicate

Complete shipment



Storage Monitor

Standard-Size Storage

Over-size Storage


You will be presented with a **Summary page** where you can find your UPS tracking number.


Send/Replenish Inventory [Learn more](#)

[Set Quantity](#) [Prepare Products](#) [Label Products](#) [View Shipments](#) [Prepare Shipment](#) **[Summary](#)**

Ships from london city, london RH135BS GB	Shipment name/ID Name: FBA (18.02.15 18:03) - 2 ID: Amazon Reference ID: 5GV2WCMG	Ship to Amazon.co.uk Amazon Fulfilment Centre Dunfermline, Fife KY11 8ST GB (ED14)	Shipment contents 7 MSKUs 70 Units	Shipment status READY TO SHIP Created: 18 Feb 2015 Updated: 23 Feb 2015 Mark as shipped
--	---	---	---	--

[Track shipment](#) [Shipment contents](#) [Reconcile NEW](#)

 To change the number of boxes, please go back to the previous page. If your shipment contains multiple boxes and your carrier has provided only one single tracking ID number for all boxes, please copy the same tracking ID number for each box below

Box #	Tracking #	Carrier status	Weight (kg.)	Dimensions (cm.)
1	1Z336V056844577625 	SHIPPED	14	50 x 40 x 30

[Go back](#) [Delete shipment](#) [Return to Shipping Queue](#) [Duplicate](#)

Done! Now go to the [UPS website](#) to schedule a collection with them. There is a step by step guide to this process with screenshots below.

The screenshot shows the UPS website's navigation menu with the 'Shipping' tab selected. The 'Shipping' dropdown menu is open, displaying three columns of options:

- New Shipments**
 - Create a Shipment: *Package & Freight*
 - Calculate Time & Cost
 - Schedule a Parcel Collection** (circled in orange)
 - Manage Online Orders: *Marketplace Shipping*
 - Create a Return
- Existing Shipments**
 - View Shipping History
 - Void Shipment
- More Shipping Options**
 - Batch File Shipping
 - Create Import: *UPS Import Control*
 - International Toolset: *UPS TradeAbility*
 - Service Guide
 - Order Supplies

At the bottom of the dropdown menu is a button labeled 'Explore All Shipping >'. To the right of the menu is a promotional banner for 'Shipping tools for every business.' featuring an image of a warehouse worker and the text: 'Choose from a variety of flexible and efficient shipping tools to best fit your business.' with a link to 'Shipping Made Simple'.

UPS – Step by Step Guide

UPS Step by Step Guide

Section 1, select if you have a **shipping label**

1 SHIPPING LABEL QUESTIONS

Do you have pre-printed UPS Shipping Labels for your shipment? *

Yes

No

Optional: Enter tracking numbers separated by commas, to check if collection charges are prepaid.
(If you have return label tracking numbers, enter them here)

(Maximum 30 tracking Numbers)

UPS Step by Step Guide

Section 2, enter UPS account number (if one is available) and all collection address details.

② COLLECTION INFORMATION AND LOCATION

UPS Account Number:

Company or Name: *

Contact Name:

Street Address: *

Suite / Room:

Floor:

Country or Territory:
United Kingdom

City: *

Other Address Information:

Postal Code: *

Telephone: *

Ext.:

Residential Address

DROP OFF YOUR PACKAGE FOR FREE AT A NEARBY UPS ACCESS POINT™ LOCATION OR OTHER UPS SITE. [FIND LOCATIONS](#)

UPS Step by Step Guide

Section 3, select number of packages, total weight of the shipment and which service you require. Indicate if any items weigh more than 32KG. **Select UPS Standard Service** to access PCP service.

3 SERVICE AND PACKAGE INFORMATION

Select the number of packages in your collection, as well as the UPS Services indicated by your UPS Shipping Labels.

Package(s) in Your Collection: Total Weight of Your Collection: * Kg.

UPS Services in Your Collection:

This is a pallet collection request [What is a pallet?](#)

UPS Domestic Services ▼

- UPS Express Plus®
- UPS Express®
- UPS Express Saver®
- UPS Standard® ←

UPS International Services ▼

- UPS Express®
- UPS Express Saver®
- UPS Expedited
- UPS Standard®
- UPS Express Plus®

UPS EU Transborder Services ▼

Does your collection contain:
Items that weigh more than 32 Kg.?

Yes

No

UPS Step by Step Guide

Section 4, select collection date, earliest collection time, latest collection time and any additional collection location or special instructions for the driver. Then click **next**, which takes you to a summary screen, which you can check/edit/amend if necessary.

4 COLLECTION DATE AND TIME

Collection Date:
Friday, March 29, 2019

Earliest Collection Time: ⓘ *
8 : 00 AM PM

Latest Collection Time: ⓘ *
5 : 00 AM PM

Additional Collection Information
Preferred Collection Location: Choose One

Collection Reference: ⓘ

Enter any special instructions to the UPS Driver:

UPS Step by Step Guide

Section 5, select payment method for your shipment. Then click **next** to confirm your shipment.

PAYMENT INFORMATION

Please indicate below how you intend to pay any charges for your shipments.


Bill to your UPS Account Number.


Bill to a payment card or alternate payment method.

Bill to the receiver or a third party.


Pay with cash.









Please enter your payment information below. The information you enter will be transmitted using a secure connection. Required fields are indicated with *.

Payment Method: 

Use Another Payment Method 


Payment Method Type:

Select One  *

Note: You are authorizing payment for collection charges only. Any shipping charges must be paid separately when your driver collects your packages.

UPS provides information you submit through this site to a vendor for security purposes. Please see the [Privacy Policy](#) for more information.

[Terms & Conditions of Service](#) 



You can get more info by visiting the [PCP Benefits Page here](#).