

0845 145 1212

Can be edited & changed after
 Cancellation?

Home My Account Track Shipping Service Help & Information Language Contact Us

You are logged in as **Prathamesh Bhagwat**

My Account

New Quotation

Logout



Order Complete

Do you have access to a printer?

You can print out your UPS Shipping labels here

Order Confirmation Bill Reference: **TG-720348**

Dear **Prathamesh**,

Thank you for your order.

You can check your order details by logging into **My Account** via our homepage www.transglobal.org.uk

For further information, including [restrictions & surcharges](#) on this, please click [here](#).

What Happens Next?

1. The Label / Air Waybill

Click on the link 'UPS Label' to view and print the label. Please attach 1 to each parcel(s) and hand 1 copy to the driver on collection. Please ask the driver for assistance if required. (They normally carry a stock of "sticky windows" for this purpose.)

IMPORTANT! – YOU MUST USE THE LABELS PROVIDED. FAILURE TO DO SO WILL RESULT IN YOU BEING CHARGED THE FULL NON DISCOUNTED RATE. DO NOT UNDER ANY CIRCUMSTANCES COMPLETE A HAND WRITTEN AIR WAYBILL.

2. Packing List / Commercial Invoice

If your goods are travelling outside the EU (click [here](#) for EU list) UPS will require 2 copies of a valued packing list or commercial invoice.

Option 1 - If you have your own invoices then please use them – no other documentation is required.

Option 2 - Use the generic valued packing list and invoice which should have been created by our system during the booking process.

Option 3 - Click [here](#) to access a Microsoft Excel Packing List template or click [here](#) for a Packing List template in PDF.

Option 4 - Hand write a valued packing list showing the following:

Your full UK name, address & telephone number

Destination name, address & telephone number

A complete list of contents with values

Total value for customs

If you have not yet sealed your consignment then please leave it open as the driver may ask to look inside. If you have already sealed your consignment the driver should be able to attach an x-ray label to avoid opening it but still has the right to do so.

Note: Please call us on **0845 145 1212** in case a collection fails.

Thank you once again for booking with Transglobal Express.

Kind regards,

Customer Services Team

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