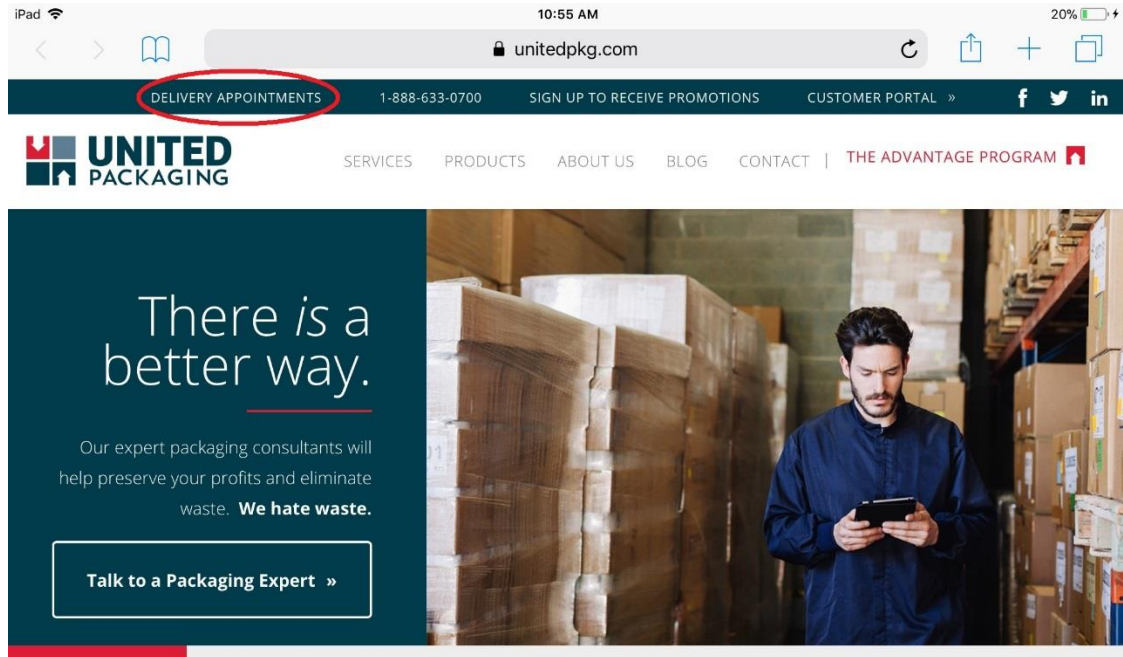
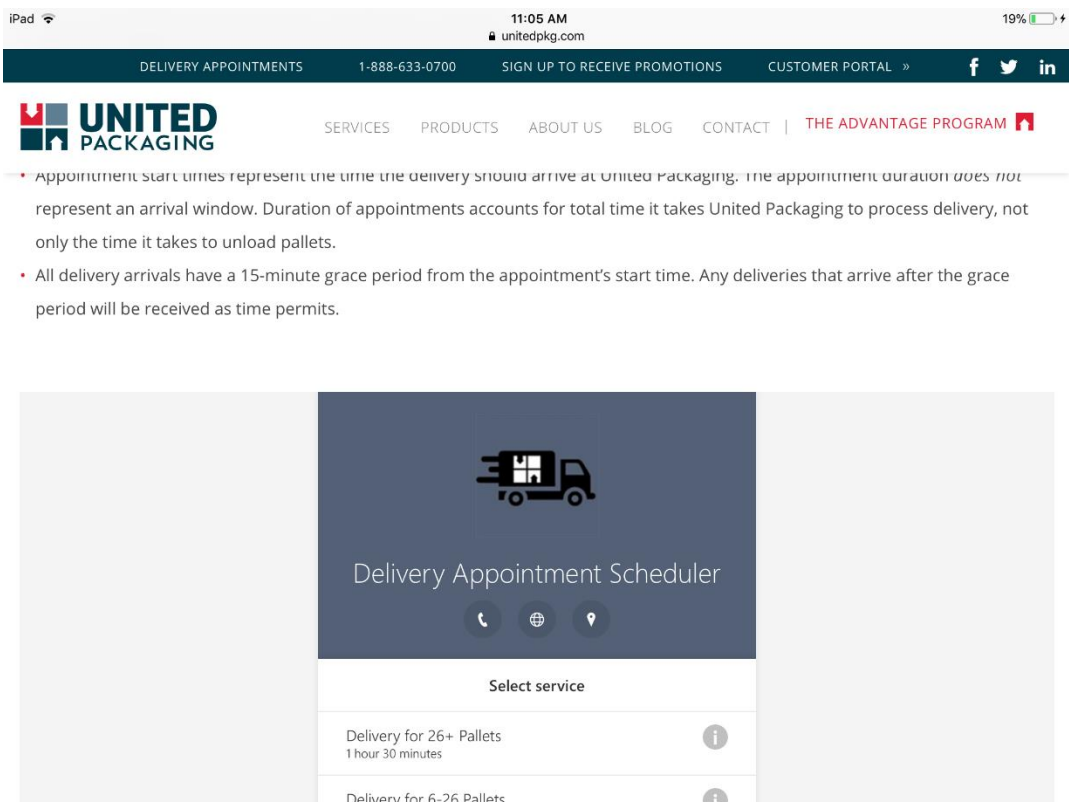


## Making an Appointment Through Unitedpkg.com

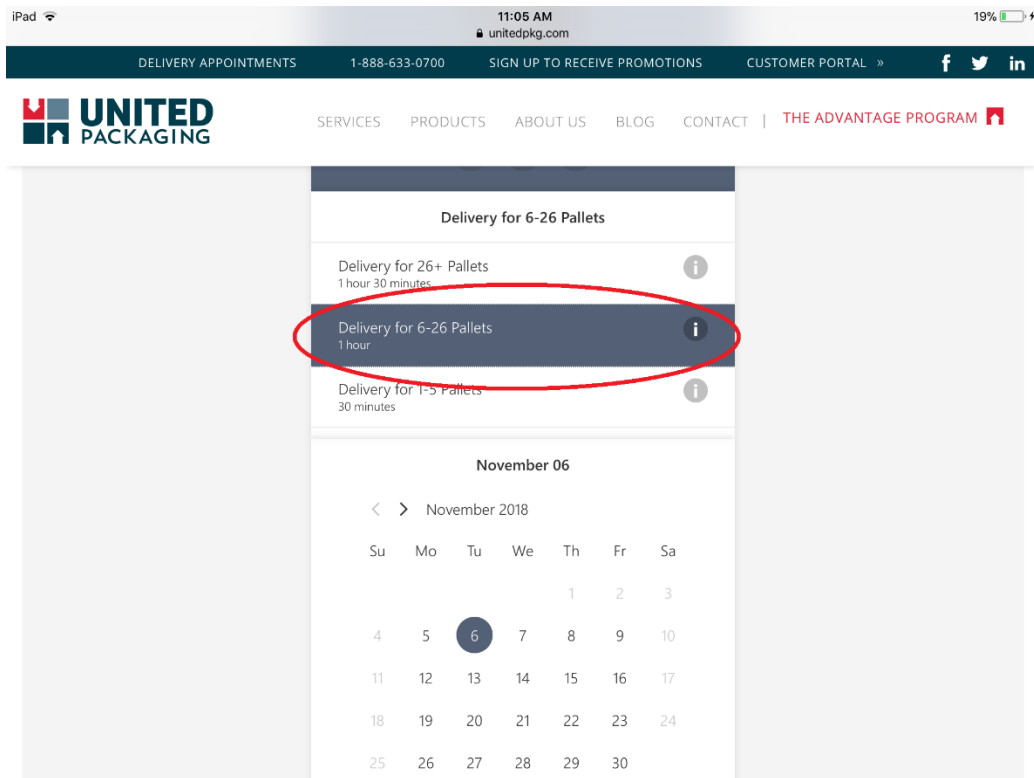
1. Go to from our united packaging homepage, click the “Delivery Appointments” tab in the top toolbar



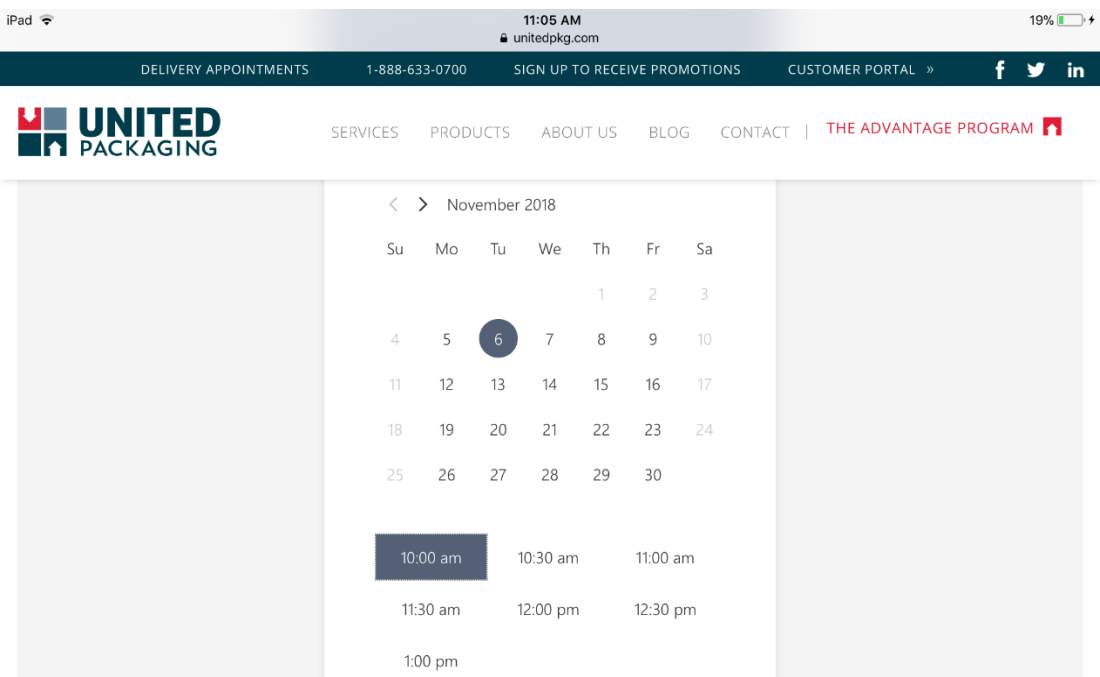
2. This will take you to [www.unitedpkg.com/delivery-appointments](http://www.unitedpkg.com/delivery-appointments) scroll down on the page until you see the appointment scheduler



3. In the Appointment Scheduler, select the range that the number of pallets being delivered falls in
  - a. For example, if you are delivering 10 pallets, select “Delivery for 6-26 Pallets”



4. From here, select the date and time for the delivery
  - a. *Please note: Only available dates and times will be able to be selected*



5. After selecting a date and time for the appointment, fill in a contact's name and email

The screenshot shows the United Packaging website interface on an iPad. At the top, there is a navigation bar with links for DELIVERY APPOINTMENTS, 1-888-633-0700, SIGN UP TO RECEIVE PROMOTIONS, and CUSTOMER PORTAL. The United Packaging logo is on the left, and social media icons for Facebook, Twitter, and LinkedIn are on the right. Below the navigation bar is a calendar for the month of June, with dates 25 through 30. A time slot for 10:00 am on June 25th is selected. Below the calendar, there is a section titled "Add your details" which is highlighted with a red box. This section contains two input fields: "Name" and "example@company.com". Below this section is another section titled "Provide additional information" with a "PO Number" input field.

6. Fill in PO Number, Company/Shipper Name, Carrier/Trucking Company Name, PRO/Tracking Number
- a. *Please Note: You will be unable to complete your booking without filling in each of these fields*

The screenshot shows the United Packaging website interface on an iPad. At the top, there is a navigation bar with links for DELIVERY APPOINTMENTS, 1-888-633-0700, SIGN UP TO RECEIVE PROMOTIONS, and CUSTOMER PORTAL. The United Packaging logo is on the left, and social media icons for Facebook, Twitter, and LinkedIn are on the right. Below the navigation bar is a section titled "Provide additional information" which is highlighted with a red box. This section contains four input fields: "PO Number" (with the value 12345), "Company/Shipper Name" (with the value Company), "Carrier/Trucking Company Name" (with the value Trucking), and "PRO/Tracking Number" (with the value 654321). Below this section is a "Book" button. At the bottom of the page, there is a footer with the address 102 Wharton Rd, Bristol, PA, 19007, United States, the phone number 215-633-0700, and the website URL http://www.unitedpkg.com/.

7. Select “Book”

The screenshot shows the United Packaging website on an iPad. The top navigation bar includes links for DELIVERY APPOINTMENTS, 1-888-633-0700, SIGN UP TO RECEIVE PROMOTIONS, and CUSTOMER PORTAL. The main header features the United Packaging logo and navigation links for SERVICES, PRODUCTS, ABOUT US, BLOG, CONTACT, and THE ADVANTAGE PROGRAM. The booking form contains the following fields:

- Company: [Empty]
- Carrier/Trucking Company Name: Trucking
- PRO/Tracking Number: 654321

A dark blue button labeled "Book" is circled in red. Below the form, contact information is displayed: 102 Wharton Rd, Bristol, PA, 19007, United States • 215-633-0700 • http://www.unitedpkg.com/. The footer notes the site is powered by Microsoft Bookings and includes copyright information for 2017 Microsoft.

Talk with an Expert Now!  
1 888 633 0700

8. After selecting “Book”, a screen will appear telling you that a confirmation email will be sent to you shortly

The screenshot shows the United Packaging website on an iPad after the booking process. A confirmation message overlay is displayed in the center of the screen:

**Thank you for booking with us!**  
You will get a confirmation message in email shortly

Below the message is an envelope icon and an "OK" button. The background shows a calendar grid with dates 11 through 30. Below the calendar, there is a "Name" field with the email address "example@company.com" and a "Provide additional information" button.