



Welcome



FedEx is now the preferred carrier for Whirlpool.

Great shipping solutions accessible at your fingertips.

When you're a company that's inspired by innovation, like we are at Whirlpool, you need innovative shipping. That's why we chose FedEx as our preferred shipping carrier, because they offer fast, reliable shipping solutions at cost-effective rates. And now you can conveniently access these value-added services online with FedEx Ship Manager® at fedex.com.

Browse through this interactive guide to learn more about processing your shipments online, right from your desktop.

FedEx®





Save time by processing shipments online in five easy steps with FedEx Ship Manager® at fedex.com.

To ship packages within the U.S. using FedEx Ship Manager at fedex.com, choose *Prepare Shipment* under the *Ship* tab at fedex.com. Or to ship packages internationally, choose *Prepare an International Shipment*. If you are logging in for the first time, you will need to follow the instructions that were sent to you via e-mail in a participation invitation from Whirlpool. If you did not receive an e-mail with login details, contact Mike King in Whirlpool's Indirect Procurement department.

For details about processing a shipment online, roll over the numbers at left — then print the page for reference when shipping.

The screenshot displays the FedEx Ship Manager web interface. At the top, there are navigation tabs for 'Package/Envelope', 'Freight', 'Expedited', and 'Office/Print Services'. Below these, the 'FedEx Ship Manager' header includes a search bar and a 'Logout' link. The main content area is titled 'Create a Shipment' and is divided into five numbered sections, each with a 'Help' and 'Hide' link:

- 1. From:** Includes fields for 'Saved senders', 'Country/Location' (United States), 'Company', 'Contact name', 'Address 1', 'Address 2', 'City', 'State', 'ZIP', and 'Phone no.'. It also has checkboxes for 'Save as my default address' and 'Save new sender in address book'.
- 2. To:** Includes fields for 'Country/Location' (United States), 'Company', 'Contact name', 'Address 1', 'Address 2', 'City', 'State', 'ZIP', and 'Phone no.'. It has checkboxes for 'Perform detailed address check', 'This is a residence', and 'Save new recipient in address book'.
- 3. Package & Shipment Details:** Includes 'Service type', 'Package type', 'No. of packages' (set to 1), 'Weight' (in lbs), 'Declared value' (in U.S. Dollars), and 'Ship date'.
- 4. Billing Details:** Includes 'Bill transportation to' (Third Party), 'Account no.', and 'Your reference'. It also has a 'More reference fields' link.
- Special Services (optional):** A section for selecting additional services.
- Pickup/Drop-off (optional):** Includes radio buttons for 'Schedule a pickup', 'Drop off package at a FedEx location', and 'Use an already scheduled pickup at my location'.
- E-mail Notifications (optional):** Includes a 'Notification type' table with columns for 'E-mail', 'Ship', 'Exception', and 'Delivery'. It also has fields for 'Sender', 'Recipient', and 'Other 1/2' with language dropdowns. A 'Select format' section offers 'HTML', 'Text', and 'Wireless' options.
- Rates & Transit Times (optional):** A section for viewing rates and transit times, with a note that amounts are shown in USD.
- 5. Continue your Shipment:** Includes a checkbox for 'Create a Shipment Profile to store recipient, package and other details of this shipment for future use.' and buttons for 'Save for later' and 'Ship'.

You can also choose to enter additional information in your shipment order, including special delivery instructions, pickup and drop-off details, e-mail notifications that let you know when packages are shipped and delivered, and more.



Use FedEx Express® services when your deadline is tight.

Choose from a variety of FedEx Express services for fast, reliable delivery of urgent documents by a certain time.

FedEx SameDay®

Delivery in just hours, depending on flight availability.

FedEx First Overnight®

Next-business-day delivery by 8, 8:30, 9 or 10 a.m., depending on destination.

FedEx Priority Overnight®

Next-business-day delivery by 10:30 a.m. to most areas.

FedEx Standard Overnight®

Next-business-day delivery by 3 p.m. to most areas.

FedEx 2Day®

Delivery in 2 business days by 4:30 p.m. to most areas (by 7 p.m. to residences); 3 business days to Alaska and Hawaii.

FedEx Express Saver®

Delivery in 3 business days by 4:30 p.m. to most areas (by 7 p.m. to residences).

FedEx Express international services

Customs-cleared delivery to more than 220 countries and territories door-to-door and to most major world markets typically in 1, 2 or 3 business days.

Use FedEx Ground® services when you don't need the speed of express shipping.

Choose FedEx Ground for cost-effective delivery of shipments in 1 to 5 business days in the contiguous U.S. by a certain day, and in 3 to 7 business days to Alaska, Hawaii, Puerto Rico and Canada, depending on the distance to the destination.

For more information about any of these services, go to [fedex.com](https://www.fedex.com).





Utilize convenient online shipping tools at **fedex.com**.

Roll over each headline to get more information.

Store and check addresses.

Schedule a pickup.

Find a drop-off location.

Stay informed with FedEx InSight®.

Request signature proof of delivery.

m. palmer
SAMPLE



Get answers to your questions.

FedEx Customer Service

For status tracking, drop-off locations, supplies or general information for U.S. and international shipping, go to fedex.com or call 1.800.GoFedEx 1.800.463.3339.

FedEx Technical Support

Call 1.877.339.2774 and request software support if you have any questions or need assistance with electronic shipment processing.

FedEx Account Representative

XXXXXX XXXXX

Phone: X.XXX.XXX.XXXX, ext. XXXX

E-mail: xxxxxxxxxxxx@fedex.com

Whirlpool

XXXXXX XXXXX

Phone: 1.317.837.5325

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