



Instructions:

- Complete form
- Save and email the form to osums@osu.edu
- Or print and fax the form to 614-247-6058
- For any supply not listed, please contact us for availability

MAIL SERVICES

EXPRESS SHIPPING SUPPLIES FORM

614-292-2694

1 ENTER YOUR INFORMATION

OSU Department / Organization

Rm # & Building

Contact Name

Street Address

Phone

E-mail

City, State, Zip Code

2 CHOOSE YOUR SUPPLIES



Address Pouch
6.5"x10"
Set of 50

Quantity:



Express Box - Large
18"x13"x 3"
Box of 20

Quantity:



Express Box - Medium
15"x13"x 3"
Box of 20

Quantity:



Express Box - Small
13"x11"x 2"
Box of 20

Quantity:



Express Envelope (Window)
12.5"x 9.5"
Pack of 25

Quantity:



Laboratory Pak
12.5"x 9.5"
Pack of 50

Quantity:



Legal Express Envelope (Window)
14.75" x 11"
Pack of 25

Quantity:



Express Pad Pak
14.75" x 11"

Each Quantity:



Express Pak
16" x 12.75"
Pack of 50

Quantity:



ExpressTube
38"x 6"x 6"

Each Quantity:

We ship via UPS

