

## FedEx® Schedule and Manage Pickup

More control and convenience when you schedule a pickup at [fedex.com](https://www.fedex.com).



Thank you for choosing FedEx Express. Our digital solutions give you greater access to our range of services; it's an easy way to build your business and not feel overwhelmed.

FedEx® Schedule and Manage Pickup at [fedex.com](https://www.fedex.com) allows you to arrange a convenient shipment pickup time and free up time for things that matter more. Set the pickup date and time for the same business day or next business day. Find out more at <https://www.fedex.com/PickupApp>

### BENEFITS



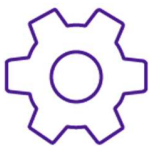
#### Quick and easy

Schedule a pickup anytime you like, even without creating label.



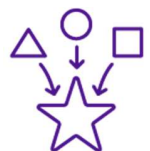
#### Convenient

Go online and schedule pickup at a time that works best for you and a FedEx courier come to you.



#### Manage your shipment pickup

Track your pickup, including all completed and cancelled pickups for up to 30 days, as well as any scheduled pickups that are still pending.



#### Multiple ways to schedule

Schedule a pickup while creating a label at FedEx Ship Manager™ at [fedex.com](https://www.fedex.com) or any time before or after creating your label.



# How to schedule and manage a shipment pickup online

## FedEx® Schedule and Manage Pickup

- Enter or edit pickup information
- Select **Pickup date**, **Ready time** and **Last time available**
- Edit **Pickup Notifications** in order to receive pickup confirmation
- Schedule Pickup

## FedEx® Schedule and Manage Pickup

- Check Pickup confirmation number on the confirmation page

## FedEx® Schedule and Manage Pickup

- Receive email if you have entered email in Pickup Notification.



## How to schedule and manage a shipment pickup online

**Pickup**

Schedule a Package Pickup | Pickup History

The following list contains the pickups you have requested using Schedule a Pickup at fedex.com. It includes completed and cancelled pickups for up to 30 days, as well as any scheduled pickups that are still pending. It does not include any pickups scheduled through [FedEx Customer Service](#). It also does not include any regularly scheduled pickups at your location.

You can sort and view details on any of the pickups below. If a pickup is still pending and has not been completed, you can also edit or cancel it. [Choose columns](#)

Search: [Search] in Pickup date [Go] Display pickups for [30] days Per page [5] Page [1] of 3

Pickup date	Pickup time	Confirmation no.	Address	Status	Pickup type
09/07/2020	5:30pm - 7:30pm	SINA1380	EXPRESS HOUSE, H	Cancelled	FedEx Express
09/07/2020	5:00pm - 11:00pm	SINA1400	EXPRESS HOUSE, H	Cancelled	FedEx Express
09/07/2020	6:00pm - 11:59pm	SINA1298	EXPRESS HOUSE, H	Cancelled	FedEx Express
09/07/2020	10:00am - 6:00pm	DUBA24	70 HEATHER ROAD, C	Cancelled	FedEx Express
04/07/2020	3:30pm - 8:00pm	SINA77	EXPRESS HOUSE, H	Cancelled	FedEx Express

### FedEx® Schedule and Manage Pickup

- Edit the existing pickup under pickup history
- Manage multiple pickup requests online, check pending pickups, cancel a scheduled pickup and reschedule the pickup online

**FedEx Ship Manager®**

Ship | View Pending Shipment | Ship History | My Lists | Reports | Schedule a pickup | My Profile | Administration

**Prepare a Shipment**

1. Enter shipping information (Print label(s))

2. To

3. Package & Shipment Details

4. Pickup/Drop-off (optional)

5. Package Information

### FedEx® Ship Manager

- Find an option to schedule a pickup online while creating label
- Receive tracking number and pickup confirmation number once the shipment request has been created

**FedEx Ship Manager®**

Ship | View Pending Shipment | Ship History | My Lists | Reports | Schedule a pickup | My Profile | Administration

**Prepare a shipment**

1. Enter shipping information (Print label(s))

2. To

3. Package & Shipment Details

4. Pickup/Drop-off (optional)

5. Package Information

Your pickup confirmation number: **TPEAI**

Thank you for shipping with FedEx. Your tracking number: 7949 8699 6221

Alert: Please select the checkboxes below to print ONE SET of shipping documentation which contains the following number or codes.

☒ Air waybill/shipping label (3 copies for product shipments)

☐ Receipt (1 copy)

[Print](#) [Create Return Shipment](#) [Edit shipment](#) [Cancel shipment](#) [Repeat test](#) [Create New](#)

[Go to Global Trade Manager](#) [View pickup confirmation](#)

**XH HKAA**

**7949 8699 6221**

**US 38017**

**US 38017**

**1 FED EX PKWY**

**PIPERFON TN 38017**

**10/22/2020 10:00 AM**



## How to schedule and manage a shipment pickup online

Service HELP

Scheduled to arrive on  
Tuesday, 14 July 2020, before 4:30 PM  
[EDIT](#)  
FedEx International Economy®

Pickup or drop off

PICKUP / DROP OFF OPTIONS  
Schedule a pickup

PICKUP DATE  
Thursday, 9 July 2020

READY TIME  
5:00 PM

LATEST TIME AVAILABLE  
6:00 PM

PICKUP INSTRUCTIONS  
No Instructions

[CONTINUE](#)

### FedEx® Ship Manager (New Generation)

- Find an option to schedule pickup online while creating a label
- Receive tracking number and pickup confirmation number once the shipment request has been created

Create a Shipment My Account-796 [Return to old version](#)

Next step:  
Print your documents

☒ **Label**  
Attach shipment labels to the top of each package, making sure the barcode is clearly visible.  
[DOWNLOAD PDF](#)

☒ **Commercial Invoice**  
Include 1 copies of your Commercial Invoice in the package. Please ensure that this document includes your letterhead and signature.  
[DOWNLOAD PDF](#)

[PRINT DOCUMENTS](#)

Tracking number  
**770873786800**  
You can use this number to track your shipment.

Pickup confirmation number  
**HKGS-1767**