



# Instructions for the FedEx Package Test Application

## Test Procedures

We offer our customers package testing that simulates our shipping network. If you ship packages via FedEx Express or FedEx Ground, we will perform ISTA-6-FEDEX-A test schedule. If you ship packages via FedEx Express® Freight Services, we will perform ISTA-6-FEDEX-B test schedule. Finally, if you ship your packages via FedEx Freight for less-than-truckload (LTL) shipments, we will perform ISTA 3B test schedule. Please check the appropriate box on Page 2. If you have questions about these tests, please email the lab at [packagingservices@fedex.com](mailto:packagingservices@fedex.com).

## Testing Submission Guidelines

Follow these guidelines for submitting your packaging for testing.

- An active FedEx account number for your company is required.
- Please do not submit more than 4 packages for testing.
- Prepare a sample test package including all of the components in the exact configuration you would send to a customer.
- We will not test any packaging containing dangerous goods or hazardous materials. The only exceptions are packages that contain dry ice as the only dangerous goods component.
- We will accept packages that use simulated hazardous materials (sand, water, or dummy products) in the exact same configuration, same weight, and same packaging as the normal shipment. However, this test does not meet any regulatory compliance or certification for hazardous materials.
- Indicate the correct shipment and test method at the top of the application and provide an accurate description of the product.
- Attach a copy of the completed application to the outside of the outermost package using a shipping pouch or packing list. Email the test application to [packagingservices@fedex.com](mailto:packagingservices@fedex.com) with your company name in the subject line.
- Send the test package to this address:  
**Attn: Testing**  
**FedEx Packaging Lab**  
**789 Progress Road**  
**Collierville, TN 38017**
- You and your FedEx sales executive will receive testing results via email within 4–6 business days after the package arrives at the lab.

## Complimentary Testing and Return Shipping

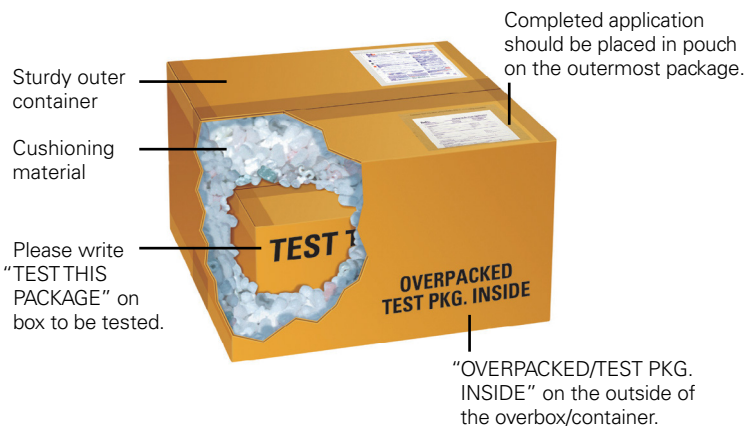
The FedEx Packaging Lab will test your packaging at no charge. You simply cover the costs of shipping your test package to the FedEx Packaging Lab. Then, if you request, we will return your test package\* free of charge via FedEx Ground®, FedEx Express® (international customers only), or FedEx Freight® service. Of course, you may request return of your packaging via other FedEx® services using your account number. We cannot return any freight package to a country or territory outside of North America free of charge. Customer will be responsible for return shipping in this situation.

\*Special conditions apply to certain packages, such as alcohol or hazardous shipments.

## Preparing the Test Package

### Small Parcel Shipments

When preparing your test sample, we ask that you mark the package “Test Package” and place it in a sturdy outer container marked “Overpacked/Test Pkg. Inside.” It is important to place material between the two packages using foam, air-cellular cushioning, packing peanuts, or any other protective material to prevent damage to your test package during shipment.



### Freight Shipments

Most freight items cannot be placed in an overbox. However, you can overwrap the test package using corrugated pads, angle boards, or stretchwrap to provide protection during shipment. We recommend banding palletized test packages onto an extra pallet and using an overwrap to help prevent damage during transit. Non-palletized shipments can be sent in an overbox or overpack or on a pallet for safe shipment. Please note on the application to remove this pallet before testing, if necessary. Also indicate which packaging components to remove before freight testing.





# FedEx Package Test Application

**Initial Package Test**      **Retest** *(previous test number)* \_\_\_\_\_

### Select test procedure to be used (most common shipment method for this product).

Ground (ISTA 6A)      Express (ISTA 6A)      Express Freight (ISTA 6B)      LTL Freight (ISTA 3B)

### Customer Information

Company \_\_\_\_\_ FedEx 9-digit account # \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_  
State/Province \_\_\_\_\_ ZIP \_\_\_\_\_ Country \_\_\_\_\_  
Contact name \_\_\_\_\_ Phone \_\_\_\_\_  
Email \_\_\_\_\_ Fax \_\_\_\_\_  
FedEx sales executive *(if known)* \_\_\_\_\_

### Product Information

Product name \_\_\_\_\_  
Model number \_\_\_\_\_ Approx. value (USD) \_\_\_\_\_  
Does the package contain? *(check all that apply)*:    Dry ice    Gel coolants, ice    Electronic components  
Pharmaceuticals/medical devices    Simulated hazardous materials *(see note below)*

NOTE: The FedEx Packaging Lab does not test packaging containing hazardous materials or dangerous goods. We will test your packaging if your shipment can be simulated with water, sand, or other non-hazardous substances. If you send hazardous materials, we will return or dispose of the packaging and contents at your expense.

I affirm that I have replaced the hazardous material with nonhazardous substances in my test package to simulate:

Hazardous material \_\_\_\_\_ UN number \_\_\_\_\_

Is this test part of a vendor approval program? *(e.g., Walmart.com testing)*    Yes    No  
*If yes, please identify:* \_\_\_\_\_

### Packaging Information

This packaging is    Current packaging    Prototype packaging  
Do you ship this product within the U.S. or outside the U.S.?    Within U.S.    Outside U.S.  
Describe previous damage to this packaging and product(s).  
\_\_\_\_\_

What kind of damage would you expect if your packaging failed? What would constitute a failure for your company?  
\_\_\_\_\_

### Special Instructions/Alternate Return Address

\_\_\_\_\_

### Customer Release

I release the product and packaging to FedEx for testing. I also release and agree to hold FedEx harmless for any damages or liability for loss of product or packaging submitted to The FedEx Packaging Lab. Federal, legal, and regulatory requirements may prevent us from returning certain commodities. For safety reasons, we cannot return packages that contain leaking products or broken glass.

I agree to the terms stated above. Name \_\_\_\_\_ Date \_\_\_\_\_

I have placed my test package in an overbox/overpack for safe shipment. (See Page 1 for info.)    Yes    No  
Outer packaging to be removed prior to testing    Pallet    Corrugated box/pad    Wooden crate    Stretchwrap/banding  
I would like my sample(s) returned after test completion.    Yes    No

I will print and attach this application to the test package, send a copy to packagingservices@fedex.com, and keep a copy for my records.