

READ after you have collected phones!

GGtoGG Account# _____

Shipping Instructions

Ok, so you have collected a lot of cell phones and you are ready to ship them to us so that you can get green in your pocket

FedEx



Do **NOT** pay shipping.

Download your **FREE** shipping label, attach, and drop off at **FedEx!**

Steps to shipping your cell phones properly:

- Packing:** Gather all the collection boxes. Consolidate them to make full boxes. Pack them with newspaper and/or other shipping materials so that the phones don't get knocked around. Use the collection box provided. Place the completed form (below) inside the box on top. *For multiple boxes please make copies of **this form** for each box.* Do **NOT** make copies of the FedEx shipping label.
- Sealing the Box:** Fold the top flap so that the "cell phone with arrow" image is seen on the top of the box. Insert the tab (just below the arrow) into the edge slot in the box. *Please secure, across the bottom and top with shipping tape.*
- Download your shipping label.** Go to www.ggtogg.com/shipping Password: **ship** Follow the online instructions. Print label. Tape the label on a flat surface of the box. To avoid confusion, place only one address label on the box. If reusing boxes, remove or cross out any old labels and/or place the new label exactly on top of it.
- Shipping:** Drop off at **FedEx** Store or hand to **FedEx** Driver on normal route.
DO NOT DROP OFF AT THE POST OFFICE!
- If you do **NOT** receive delivery confirmation via email within a week of shipping, please notify us.

We look forward to processing your collected phones and we will mail your organization's check payment with in a few weeks.

Thanks and feel free to call if you have any questions,

The Get Green to Get Green Team

www.getgreentogetgreen.com



Organization's Name	Date	# of Boxes Shipped Today
_____	_____	_____

Contact name: _____

Contact number: _____

GGtoGG Account number: _____

Do you need more cellphone collection boxes? (circle)

2 boxes 4 boxes 6 boxes Other # _____.



get green to get green

Help/Questions:
1-877-7GG-TOGG
(1-877-744-8644)

info@getgreentogetgreen.com