**A blue ovals with white numbers on it

Description automatically generated**

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|  | Simple Rate Box Service | |
| Packing Guide | |
| Questions?Chat: 123compliant.com Email: info@123compliant.com Telephone: (602) 612-4140 Fax: (480) 659-2353 |  | |
|  | Preparation Gather these items and information before you begin.   * An official USPS Priority Mail Flat Rate Box (Small, Medium, or Large) * Submit 123 Compliant Logistics (123CL) Inventory Forms for Authorization to Ship * Make a copy of all approved 123CL Inventory Forms * Make a copy of DEA Form 222(s) * Zip top bags * Packing tape * Paper towels * Permanent marker  Liquids  * Wrap all liquids in cushioning and absorbent material like paper towels. * Place the wrapped liquids in a zip top bag and seal.  CII  * Segregate all CIIs by placing them in their own zip top bag and seal. * Mark with “CII” on bag. |
| Pack  * All CII, CIII-V, and Non-Controlled pharmaceuticals can be packed in the same box. * Check off all items on approved inventory forms to ensure everything is in the box. * Place one copy of all 123CL Inventory Forms and one copy of your DEA Form 222(s) in the box. Remember to keep originals for your records. |
|  | Ship  * Contact 123CL staff and request a shipping label (please indicate box size(es) used) * 123CL will send a prepaid USPS Priority Mail label(s) via email or fax. * Seal the box securely. * Affix the USPS Priority Mail label to the outside of the box. * Give to your regular USPS Mail Carrier or scan the QR code on the USPS Flat Rate Box to schedule a pickup inside your facility from a USPS Mail Carrier. |
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