

18th WING

Integrity - Service - Excellence

Pirate Ship





Step 1

- <https://ship.pirateship.com>
- Please Ensure Parcel Is Less Than 70lbs.



**PIRATE
SHIP**

[Rates](#)

[Features](#)

[Help](#)

[Login](#)

[Create a FREE account](#)

Ahoy, Captain!

Yarrrr, log me in

Stay signed in

[Forgot Password](#)



Step 2

- Select “Create Single Label”



Ship



Rates

Search previous labels



End of Day

Schedule Pickup

Print Selected Labels



Step 3



Create a Shipping Label

- Input the destination address

Ship To [Paste Address](#)

<input type="text" value="Email (optional)"/>	<input type="text" value="Phone (optional)"/>		
<input type="text" value="Name"/>	<input type="text" value="Company (optional)"/>		
<input type="text" value="Address"/>	<input type="text" value="Apt / Unit / Suite / etc. (optional)"/>		
<input type="text" value="City"/>	<input type="text" value="State"/>	<input type="text" value="Zipcode"/>	<input style="border: none; background-color: #f0f0f0; padding: 2px 5px; text-align: right; font-size: 0.8em; color: #666; vertical-align: middle;" type="text" value="United States"/> ▼

Rubber Stamps Print extra information on the label (34 characters per field)

- Ship
- Rates
- Reports
- Settings



Step 4

- If Your PSC Address Is Not The Saved Address, Please Input your PSC Address As Follows:

Example

Address: PSC 80 BOX XXXXX

City: APO

State/Dropdown: Armed Forces Pacific

Zip Code: 96367

Ship From

Don't use saved Ship From Address
Create New Ship From Address

Physical Address Enter the physical home, office, or warehouse address you're shipping from. [Learn more](#)

Name (optional) Company (optional)

Address Apt / Unit / Suite / etc. (optional)

City Alabama Zipcode Phone

Use this address as the Return Address on my shipping labels

Save Ship From Address Save this address to use again later

Nickname this Ship From Address



Step 5

- Select desired packaging

Type of Packaging

	Box or Rigid Packaging Any custom box or thick parcel
	Envelope, Padded Envelope, Poly Bag, Soft Pack, or Box in a Bag Measure & use the Length and Width of the Envelope before putting anything in it
	USPS Priority Mail Small Flat Rate Box Small Flat Rate Mailing Box only
	USPS Priority Mail Medium Flat Rate Box



Step 6

- Input Dimensions And Weight

Package Dimensions (Inches)

Length

x

Width

x

Height

Package Weight

Pounds

+

Ounces



Step 7

- Towards The Bottom Of The Screen Make Sure To Check **Custom Form**

Customs Form Required for International, Military APO/FPO, and U.S. Territories



Step 8

- Select Package Content Type

Package Content Type

Gift

Only choose this option if it's actually a gift... it will not reduce the chance of your recipient having to pay import duties!





Step 9

- Enter Each Item
- Each Item Must Have Its Own Line Item. If There Are More Than One Item, Ensure To Add The Next Item.

Customs Line Item #1 [Add Line Item](#)

Describe what you're shipping
EXAMPLE

Quantity	1	Item(s) Total Value in USD \$	30	
Item(s) Total Weight Pounds	1	+	Item(s) Total Weight Ounces	0
Harmonization #	Search #'s	Japan	▼	

Required for Certain Countries - [Learn more](#) Item(s) Origin



Step 10

- Click Get Rates

Update Saved Package Save your modifications

Get Rates



Step 11

- Select The Type Of Service
- Please Disregard The Estimate Delivery Times As Pirate Ship Does Not Calculate Shipping Times Between Okinawa and CONUS

Choose a Service Sort by: Best | [Cheapest](#) | [USPS](#) | [UPS](#)

Priority Mail BEST Estimated delivery in 1-3 days, \$100 insurance included Save 9% - Deepest discount available	\$103.80-retail ▲
Parcel Select Ground CHEAPEST Estimated delivery in 2-8 days; Estimated delivery to/from Alaska, Hawaii and Puerto Rico in 2-3+ weeks Save 5% - Deepest discount available	\$92.80-retail
Priority Mail Express FASTEST Estimated delivery in 1-2 days, \$100 insurance included Save 11% - Deepest discount available	\$268.65-retail

UPS is not available for this shipment. [Why not?](#)



Step 12

- Click Buy Label

Finish Purchase

Ship Date	January 03, 2023
Total Cost	

You're going to be charged \$94.34 via Visa ending in 1572 ([Show Payment Details](#))

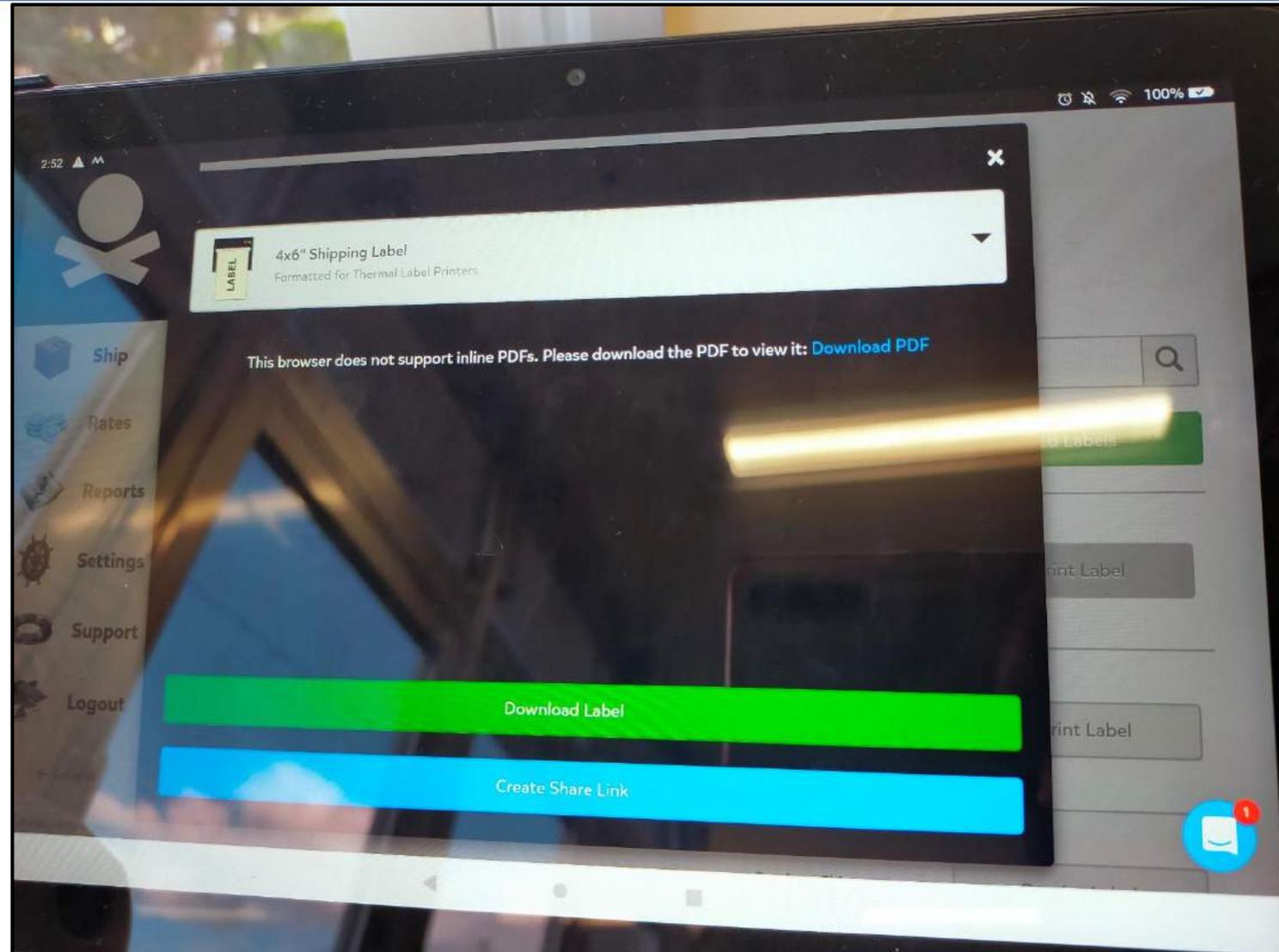
[Previous Step](#)
[Cancel & Delete Label](#)

Buy Label



Step 13

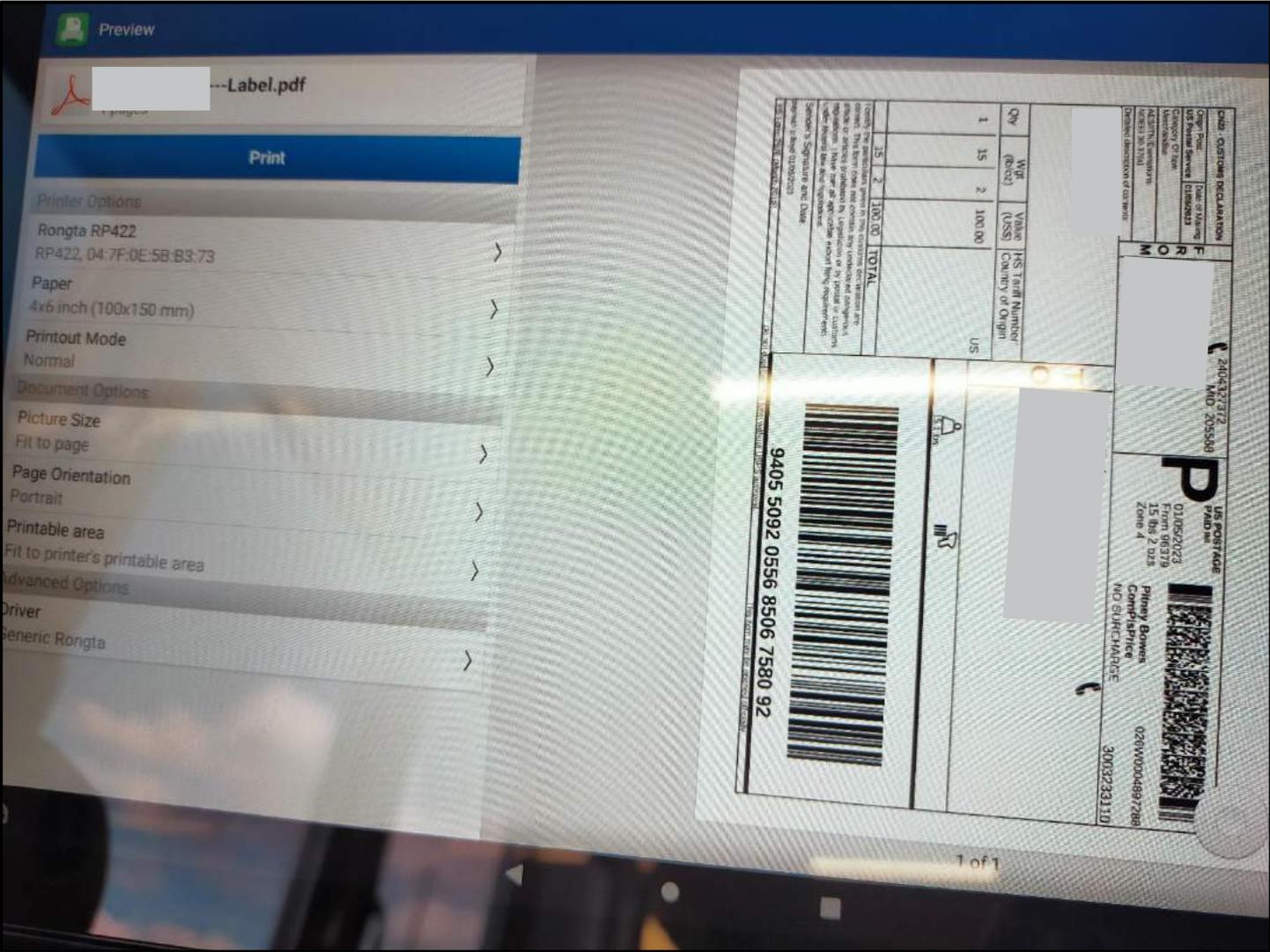
- Select 4 x 6
**SHIPPING
LABEL**





Step 14

- Ensure Paper Is Also 4 x 6
- Then Select Print





Step 15

- Press **OK** To Print

