



# UNLOCK PARCEL SAVINGS. NOT SURPRISE CHARGES.

## UNDERSTANDING COMMON SMALL PACKAGE FEES

Looking for ways to optimize your small package shipping and possibly save some cash in the process? Start by understanding the most common accessorial fees and other variables that could be raising your shipping rates.

### WHAT ARE ACCESSORIALS?

Accessorials are additional services beyond standard shipping that are not included in base small package rates. [Accessorial fees](#) are the charges for these additional services, which are added by the carrier to your final bill. By understanding the most common accessorial fees, you can plan for additional shipping expenses, ensure your business gets the most value for your shipping dollar and receive the most accurate shipping quote upfront.

### HOW DO I GET STARTED?

Worldwide Express wants to help ensure your business shipping goes off without a hitch — starting with helping you get the best rates for your small package shipping. This guide will teach you the ins and outs of small package accessorials and what your business can do to avoid unnecessary charges.

# SMALL PACKAGE SHIPPING RATES

If you manage your company's business shipping, you most likely already know about some of the variables that affect your shipping rate. Before diving into the most common accessororial charges, make sure to first understand the other factors that could be impacting your shipping costs.



## WEIGHT AND SIZE

The larger and heavier your package is, the more it will cost to ship. Consider ways to consolidate and package your shipments to avoid shipping boxes with unused space, which can unnecessarily increase your rates. You may also want to look into alternative types of shipping filler, choosing a lighter weight option to avoid excess weight.



## SERVICE LEVEL

Depending on how quickly your shipment needs to be delivered, there are a number of different delivery options to choose from. Keep in mind that the faster your shipment needs to be delivered, the higher your delivery costs will be. [Learn more about your UPS delivery options.](#)



## DIMENSIONAL WEIGHT

Dimensional (DIM) weight refers to your package's density, or the amount of space your shipment occupies in relation to its actual weight. When determining your shipment's billable weight, a carrier will use the greater of its DIM or actual weight — so it's important to provide accurate shipment information when requesting your quote. You can learn more about calculating your shipment's dimensional weight on the [UPS® website.](#)



## ACCURACY

By providing the most accurate information possible about your shipment, you can help ensure you don't end up with any surprise fees on your final bill. Make sure to provide accurate weight and measurements of your shipments — not just estimates. You should also proofread your quote request for any missing or incorrect information, such as the delivery address, so you don't get charged with additional fees.



## DISTANCE

The further your package has to travel, the higher your shipping cost will be. By entering the specific sender and receiver addresses (including country, ZIP code, state and city) when requesting a quote, you can determine the exact costs for the distance required. Note that you may also incur additional customs fees or taxes when shipping across international borders, depending on the country.



# COMMON ACCESSORIAL SERVICES

Below are five of the most common accessorial fees that impact businesses like yours. You can view the [UPS service guide](#) for a complete list of charges that could impact your shipping costs.



## RESIDENTIAL SURCHARGE

You could incur a residential surcharge if you ship to non-commercial areas, such as a business operating out of a home or located in a private residence. Determine if your shipping address is residential or commercial and (if necessary) check the “residential” box when getting a quote. This will ensure your quote reflects the surcharge from the beginning, rather than making the carrier determine this upon delivery and apply the unexpected charge to your final bill. Check out if [UPS Ground Saver®](#) is right for you if you regularly ship to residential addresses.



## ADDRESS CORRECTION FEE

If you list the wrong delivery address on your quote, the carrier will add an address correction fee to your final bill. You can also incur an address correction Fee if your delivery address is incomplete, such as an address with a missing suite or unit number, or if your shipment is addressed to a P.O. Box or P.O. Box ZIP code. To avoid this additional expense, be sure to verify the delivery address before requesting a quote.



## ADDITIONAL HANDLING FEE

Irregular or heavy packages that require special handling will incur an additional handling fee. In most cases, additional handling includes packages with measurements exceeding 48 inches on the longest side (when the average weight per package is greater than 50 pounds) or packages encased in non-standard packaging materials that could cause an issue with the carrier’s sorting machines. [Visit the UPS website](#) for guidelines on what constitutes additional handling, and (if necessary) make sure to check the “additional handling” box when preparing your shipment to ensure the charge is included in your quote.



## PICKUP FEES

Most carriers offer multiple, convenient pickup options to choose from based on your needs — just keep in mind that this convenience will come at an additional cost! To avoid paying pickup fees, consider taking your packages to the nearest drop box or drop-off location instead. If you don’t have a drop box near your business, contact [Worldwide Express for assistance](#). As part of the largest non-retail authorized UPS reseller, we can request to have a UPS Drop Box installed nearby.\*



## LARGE OR OVERSIZED PACKAGE SURCHARGE

Shipments that exceed certain measurements or weight thresholds could incur a large or oversized package surcharge. Make sure you understand the carrier’s weight and size restrictions to determine if your package exceeds their limitations. One way to easily detect these additional costs is to enter the accurate weight and dimensions of your package into a [transportation management system \(TMS\) like SpeedShip™](#), which will help ensure additional costs are included in your quote upfront.

## TAKE THE NEXT STEP WITH WORLDWIDE EXPRESS

By understanding which shipping situations necessitate additional fees, you can avoid unnecessary charges and limit frustrating billing surprises.

Ready to learn more ways to save on your small package shipping? Contact Worldwide Express to get started today.

[wwex.com](http://wwex.com)

\*Restrictions and conditions apply. This option may not be available for all locations and is subject to UPS approval.

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