

## Courier Receiving Agreement

This Courier Receiving Agreement (the "Agreement") is entered between the Parties herein identified as the Customer and The UPS Store identified on page two of this Agreement (the "Store"). The Customer has entered this Agreement to utilize the Personal Mailbox ("PMB") address printed below for receiving parcel deliveries from Private Courier Companies such as UPS, Canpar, DHL, and others. The Customer agrees that the Store, acting as agent for the receipt of courier deliveries, only.

All parcels received and being held for pick-up under the terms of this Agreement may only be picked up by the Customer. Photo ID must be presented on every such occasion. Service fees as shown below are payable by the Customer for each parcel delivered to the Store. Additional charges are applicable for oversized shipments, and for parcels that are held in storage more than two business days beyond the date of delivery. All service fees are due when the parcel is picked up by the Customer.

The Customer further acknowledges that its use of the courier receiving services under this Agreement shall be in conformity with all applicable Federal, Provincial, and local laws. The Store agrees that all information provided by the Customer is strictly confidential, and may not be disclosed, except when it is legally compelled or required. The Store is entitled, upon receipt of valid identification and a written order, or other authorization (where required) to also provide a copy of this Agreement to law enforcement or governmental officials. The Store must also comply with any Court Orders requiring information, or access to parcels being held on behalf of the Customer.

The Customer further agrees that the Store may terminate or cancel this Agreement for cause at any time by providing seven (7) days written notice. Cause shall include but is not limited to: (1) abandonment of parcels; (2) use for criminal, illegal, or illegitimate activity; (3) failure to pay any money owing to the Store; and (4) use inconsistent with this Agreement, including receipt of unreasonable volume of deliveries.

Shipments imported into Canada from the US and other countries may require the payment of duties, taxes, and brokerage charges. These charges cannot be pre-determined by the Store. It is the Customer's responsibility to investigate the cost of importing goods prior to the shipment arriving in the Store. Such charges may be invoiced by the courier several weeks following the date of delivery. The Customer agrees to pay all applicable charges associated with the delivery of their goods to the Store and authorizes payment of the balance due by credit card. A receipt of payment and copy of the Brokerage Invoice will be provided to you by the Store.

### Credit Card Payments

The undersigned hereby authorizes payment of the balance due.

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

Card Holder's Name: \_\_\_\_\_ *(Please Print)*

Card Holder's Signature: \_\_\_\_\_

The Customer acknowledges that the Store shall not be liable for any claims or demands by the Customer, arising from the failure of the courier company to deliver, on time or otherwise, any items including without limitation parcels or envelopes, or from damage to or loss of such items by any cause whatsoever; or for any amounts due in respect of applicable Federal, Provincial, or local laws.

### Service Fees

Type	Cost	Storage <i>(per day/after 2<sup>nd</sup> Business Day)</i>
Envelopes & Paks	\$5.00	\$1.00
Parcels (10lb)	\$5.00	\$2.00
*Oversize Parcels	\$10.00	\$5.00 *Oversize Parcels – Weight exceeds 10lbs.

**Your address for courier deliveries is:**

**Your Name**  
PMB #1282  
**250A Eglinton Ave East**  
**Toronto, Ontario. M4P 1K2**

I hereby agree to the terms and conditions set forth by this Agreement.

The Customer: \_\_\_\_\_ (Please Print)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**For the Store Use, Only**

Customer's daytime telephone number: \_\_\_\_\_ Email: \_\_\_\_\_

Two forms of identification are required, one of which must include a photograph. Acceptable forms of identification include the following.  
(Identify which form of ID was presented for inspection)

- ☐ Canadian Forces Identity card
- ☐ Canadian National Institute for the Blind (CNIB) ID card\*
- ☐ Canadian/Foreign Passport
- ☐ Certificate of Indian Status Card
- ☐ Driver's licence (Canadian / Foreign)
- ☐ Firearm Acquisition / Firearm Possession card
- ☐ Health card with photo where not prohibited
- ☐ Permanent Resident card
- ☐ Provincial / Territorial Identification card

**Plus  
One of these**

- ☐ Bank card
- ☐ Birth certificate
- ☐ Credit card
- ☐ Driver's licence
- ☐ Passport
- ☐ Student ID card

**The UPS Store® 293**  
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