

Lone Star Overnight

Packages must be received in Mail Room by **3:45pm** to be processed the same day. Questions? Call 215-4400. LSO services all of Texas and parts of Oklahoma, New Mexico, and Louisiana. Check out the "**Where We Ship**" link at www.lso.com.

Ship Date: ___/___/20___

Number of packages: _____

Recipient Information

Attention: _____

Company Name: _____

Street Address: _____

(Cannot Deliver to PO Box Addresses)

Address 2: _____

City: _____ State: _____ Zip Code: _____

Phone number: _____ **Required for ALL Lone Star Overnight shipments**

Service Desired (Check One):

LSO:

- Priority Overnight(10:30am)
- Standard Overnight(3:00pm)
- Ground

Round-Trip Shipping? Yes ___ No ___

Residential Address? Yes ___ No ___

Saturday delivery? Yes ___ No ___

Signature Required? Yes ___ No ___

Declared Value: \$ _____

Special Instructions/Additional Comments

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## Billing Information

Bill to: \_\_\_ Sender

TTUHSC FOP number: \_\_\_\_\_

\_\_\_ Receiver/3<sup>rd</sup> Party

or LSO Number: \_\_\_\_\_

## Shipper Information

Name: \_\_\_\_\_ Phone number: 3-\_\_\_\_ Ext \_\_\_\_\_ Email: \_\_\_\_\_@ttuhsc.edu  
(For delivery notification)

## Send Receipt to

Name: \_\_\_\_\_ Department: \_\_\_\_\_ STOP: \_\_\_\_\_