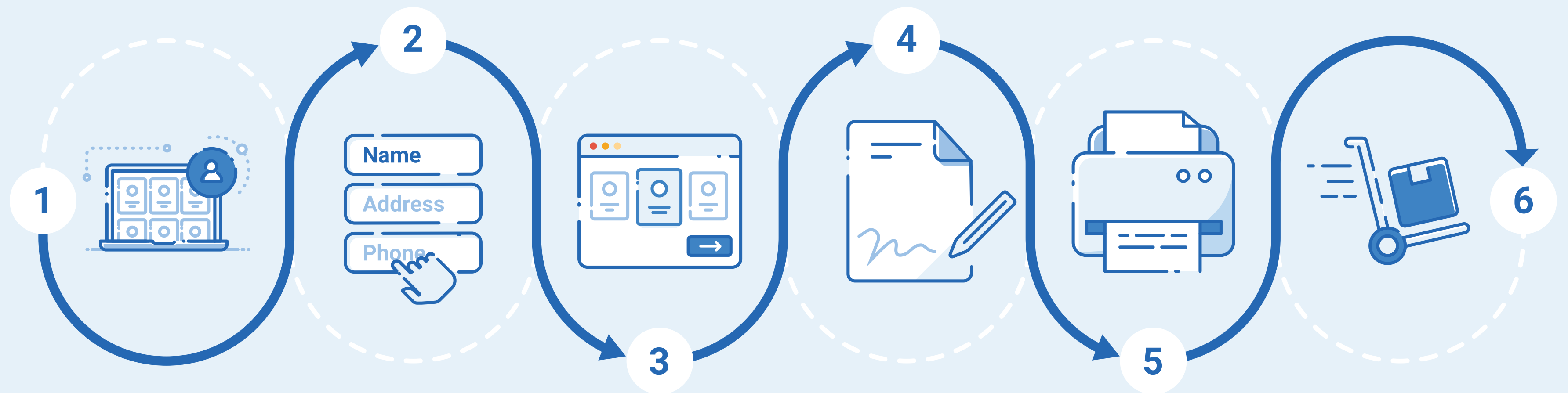# How to
Create Shipping Labels

Canada Post Snap Ship™ is designed to make shipping easy for small business owners who send fewer than 50 packages each day. Susanne Turner, Digital Portfolio Manager at Canada Post, breaks down how to get your packages moving.

1

Log in

For access to Snap Ship, log in to your free Canada Post Solutions for Small Business™ account.

To get started, register at www.canadapost.ca/cpc/en/business/small-business.page.

2

Complete

Enter your package details: destination, weight, dimensions.

Highlight any addresses you'd like to add to your mailing list.

3

Choose

Select your shipping service based on how fast you want your customer to receive the package and how much you want to spend.

Indicate whether a signature is required upon delivery.

4

Customs

For international shipments, fill out customs forms. Disclose the package contents as requested on the label.

5

Print

Print your shipping labels at the office, at home or at a Canada Post location.

6

Send

Drop off your package at a convenient Canada Post office or street letter box, if the items fit. In many areas you can book package pick-up.

Solutions. Simply Delivered