

How to use Interparcel for sending packages.

You will need access to a printer to use this service

Navigate to www.interparcel.com, and click on “Get a Quote”.

A screen like the one below should appear. The site is updated often so it may not look identical.

The screenshot shows the 'Get a Quote' page on interparcel.com. The form is titled 'Package Details' and includes the following fields:

- Country:** From: UK Mainland, To: UK Mainland
- Postcode:** (if known)
- Parcel Details:** Weight: [] kg, Length: [] cm, Width: [] cm, Height: [] cm

A 'Quote Me!' button is located at the bottom of the form. On the right side, there are three promotional banners:

- How to... wrap up!** View our handy Help & Advice section today
- Same Day Express** From £9.99 + VAT
- Pallet Delivery** From £49.99

Enter your postcode, the destination postcode and the weight and dimensions of the parcel.

The boxes need dimensions in centimetres, so if your tape measure is in mm take a zero off the end of the number, so for example 700mm becomes 70cm.

Bathroom scales are accurate enough for weighing. The price is the same for 1-20 Kg so it doesn't matter too much for UK shipments.

Once all the info is entered in the boxes click on the “Quote Me!” button.

The screenshot shows the 'Get a Quote' page on interparcel.com with sample data entered. The form is titled 'Package Details' and includes the following fields:

- Country:** From: UK Mainland, To: UK Mainland
- Postcode:** (if known): RH10 9RD, SS2 5RH
- Parcel Details:** Weight: 12 kg, Length: 70 cm, Width: 40 cm, Height: 20 cm

A 'Quote Me!' button is located at the bottom of the form. On the right side, there are three promotional banners:

- How to... wrap up!** View our handy Help & Advice section today
- Same Day Express** From £9.99 + VAT
- Pallet Delivery** From £49.99

A screen like this should appear. Click on the Interparcel economy “Book” button. Alternatively if you do not have a printer you can choose City Link who will bring documents out when they collect.



[Package Details](#) ▶ [Quote](#) ▶ [Address Details](#) ▶ [Collection Date](#) ▶ [Contents](#) ▶ [Payment](#)

Please choose a service below. You can hover over the **i** symbols for more information about each service.
As a collection postcode was not supplied you cannot see today's collection availability. Also, some services may not be shown.

Next Day Delivery **i** Email Me This Quote!

Service	Info	Collection Today	Est. Delivery	Printer Needed	Price	
Interparcel UK Standard	i	?	?	✓	£8.49 - VAT	Book >
City Link Next Day	i	?	?	✗	£8.85 - VAT	Book >
TNT UK Express	i	?	?	✓	£9.49 - VAT	Book >
Parcelforce Express 24	i	?	?	✗	£11.49 - VAT	Book >
Interparcel Premium	i	?	?	✓	£12.99 - VAT	Book >

2 Days+ Delivery **i**

Service	Info	Collection Today	Est. Delivery	Printer Needed	Price	
Hermes UK Economy	i	?	?	✓	£6.22 + VAT	Book >
Hermes UK Economy Signature	i	?	?	✓	£7.02 + VAT	Book >
City Link Economy	i	?	?	✗	£7.95 - VAT	Book >
Interparcel Economy	i	?	?	✓	£7.99 - VAT	Book >
Parcelforce Express 48	i	?	?	✗	£8.85 - VAT	Book >



This screen will appear.

By clicking on the “Find Address” button your address should be on the drop down menu.

Click your address to autofill the address boxes, then enter your name and phone number.

Repeat for the destination address.

Please note that our business name has not been updated on the Interparcel system so you will need to select Fairway Motors then over-type with ‘The Amp Doctor Ltd’

Trade or regular users may want to save our address but ticking the ‘Store in Address Book’ box

HOME [GET A QUOTE](#) OUR SERVICES [HELP & ADVICE](#) CONTACT US MY ACCOUNT

[Package Details](#) ▶ [Quote](#) ▶ [Address Details](#) ▶ [Collection Date](#) ▶ [Contents](#) ▶ [Payment](#)

[Live Help - Online](#)
Click for live support

Collection Address

Enter Collection Postcode: [Find Address](#) OR

Delivery Address

Enter Delivery Postcode: [Find Address](#) OR

[Next >](#)

Collection Address

Enter Collection Postcode: [Find Address](#) OR

Contact Name*:

Company:

Telephone No*:

Address*:

Town*:

County*:

Postcode*:

Country:

Store In Address Book:

Delivery Address

Enter Delivery Postcode: [Find Address](#) OR

[Next >](#)

Same Day Express
From **£9.99** + VAT

How to... wrap up!
View our handy Help & Advice section today

Same Day Express
From **£9.99** + VAT

How to... wrap up!
View our handy Help & Advice section today

Pallet Delivery
From **£49.99**

In the next screen you will be able to choose the earliest collection time for your shipment. This will vary by location. In this example we have selected 14.30 or 2.30pm as the earliest time the courier can collect.

In most areas you will need to book the collection by 12.00 noon for same day collection. If you choose the Premium service this can be booked as late as 2.30pm but costs around twice as much as the economy service.

When you have chosen the collection times Click “Next” to continue with the booking.

A confirmation screen will appear so you can check you are happy with your selection. If all is well then click “Next” to proceed.

You need to declare the goods you are sending as shown below. You can also choose to insure the shipment at this point, this costs £2 per £100 of cover.

For faulty amplifiers I'd recommend you put the value at around 1/2 of new retail as the insurance company is unlikely to pay out full retail on a faulty unit.

Click "Next" when you have made your selection.

The payment screen will appear next.

For occasional shipments PayPal is a convenient payment method, or you can enter credit or debit card information.

Click on the button for your preferred payment option, then follow the instructions on the screens.

Order Summary	
Service:	Interparcel Economy
Collection Date:	Wednesday 14th of March 2012 between 14:30 and 17:30
Collecting From:	Crawley, UK
Delivering To:	Southend-On-Sea, UK
Number Of Packages:	1
Total Weight:	12 kg
Courier Services:	£6.99
VAT @ 20%:	£1.40
Total to pay:	£8.39

Once you have completed payment a screen like this one should appear.

Click on the “View” button for the shipping labels, and the document will pop up in a new window. Print this out and check it has printed clearly as the barcode is needed for tracking the package.

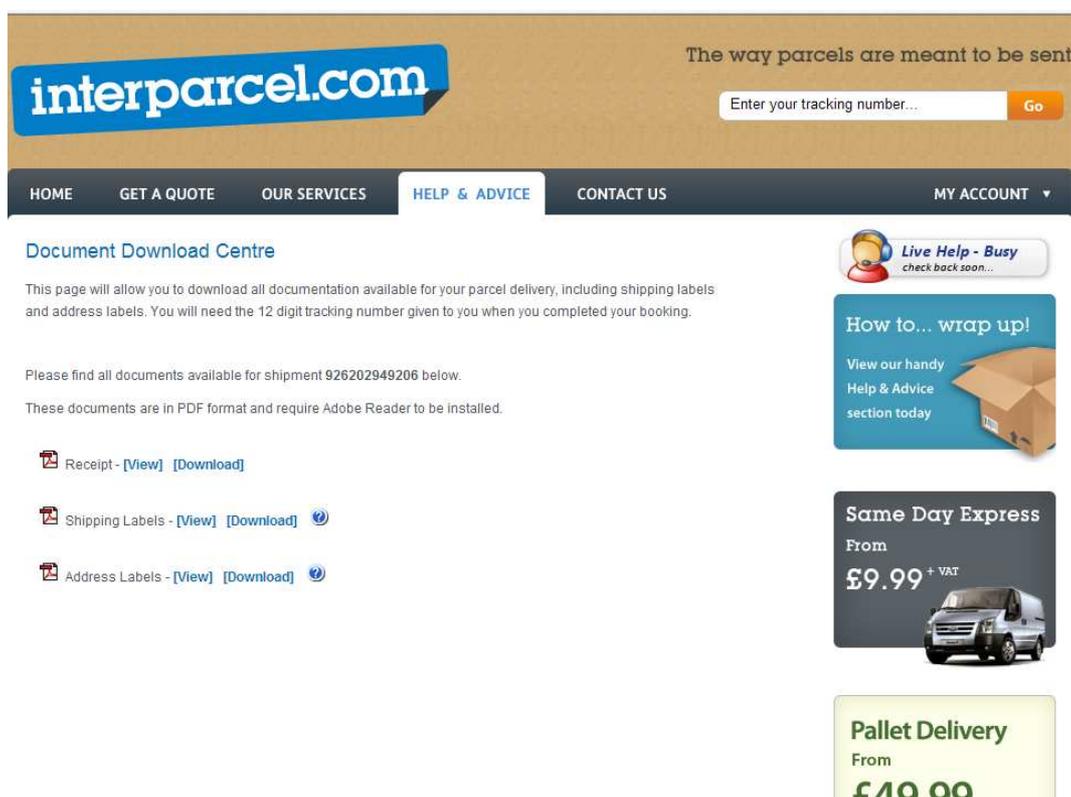
If you have used an Inkjet printer, let the label dry and then put it on the package. Using clear tape, cover the whole label to prevent the ink running should the package get wet. Laser print is waterproof so only needs taping around the edges.

The address label can be printed and attached the same way.

To track the package you will need the 12 digit tracking number that comes up on this screen. You may want to copy it into a document and keep it handy.

Your courier should call between the time you allocated and around 5.30 to collect your parcel.

You can now relax knowing your amp is in safe hands and that we will be in touch shortly to let you know how it's return to full health is progressing.



The screenshot shows the interparcel.com website. The header includes the logo and a search bar for tracking numbers. The navigation menu has options for HOME, GET A QUOTE, OUR SERVICES, HELP & ADVICE (which is active), CONTACT US, and MY ACCOUNT. The main content area is titled "Document Download Centre" and provides instructions for downloading documents for shipment 926202949206. It lists three document types: Receipt, Shipping Labels, and Address Labels, each with "View" and "Download" links. On the right side, there are three promotional banners: "Live Help - Busy" with a "check back soon..." message, "How to... wrap up!" with a link to the Help & Advice section, "Same Day Express" starting from £9.99 + VAT with a van image, and "Pallet Delivery" starting from £10.00.

Thank you for choosing The Amp Doctor!

Keep up to date with our latest news at:

www.ampdoctor.co.uk

<http://www.facebook.com/TheAmpDoctorLtd>