



## THANKSGIVING DELIVERY PROCEDURES

In order to save money and aggravation for our customers, NDX will do limited deliveries on Friday, Nov. 23<sup>rd</sup>.

Our experience in delivering to businesses the day after Thanksgiving shows that 80% of them are closed. Because of this, we **will not** attempt deliveries on Friday the 23<sup>rd</sup> (the day after Thanksgiving) **unless it is specifically noted to make an attempt**. Therefore, "overnight" packages shipped on Wednesday will be delivered on Monday, Nov 26<sup>th</sup>.

### What to do if you want your packages delivered on Friday, November 23<sup>rd</sup>:

If you ship your packages through **NetShip**, choose Next Day AM or Next Day PM delivery. **With a bold marker, please write "Deliver Friday"** underneath the "Due Date and Type of Service" on the left side of the tracking label. **Even though the "Due Date" on your label will be incorrect, we will attempt to deliver it on Friday, but only if you note it for Friday delivery.** If nothing is noted on the tracking label we **will not** attempt delivery until Monday.

If you still use the **Handwritten Labels**, choose Next Day AM or Next Day PM delivery. **With a bold marker please write "Deliver Friday"** on the "**Destination Copy**" (last copy) of the tracking label that gets attached to the package. Please write this underneath the checkboxes for Next Day A.M. or Next Day P.M. If nothing is noted on that copy of the tracking label we **will not** attempt a delivery until Monday.

### What to do if you need a package Pick Up on Friday, November 23<sup>rd</sup>:

If you need NDX to pick up a package on Friday, November 23<sup>rd</sup>, **You MUST call NDX by 5:00 PM on Wednesday, November 21<sup>st</sup> to schedule.** Please note that the Friday pick up schedule will be several hours earlier than your normal pick up time.

**PLEASE NOTE - There will be NO PICK UP at NDX Drop Boxes on Friday, November 23<sup>rd</sup>.**