

Save Tags as PDF – Email to Fedex for Printing

On [www.cossittptc.org/clothingsale](http://www.cossittptc.org/clothingsale)

From consignor homepage

Select “Work With Consigned Inventory”

Select “Print All Tags as PDF”

Select “Display Tags for Printing”

File Save as, create file name and choose location on your computer

File Save as onto your computer

In a separate browser, go to [www.Fedex.com/us/office](http://www.Fedex.com/us/office)

From their homepage, select “Start Online Order”

Select “Get Started”

Select “Print Your File”

Select “Upload From Your Computer”

Highlight the file you created

Select “Open” at bottom right hand corner of screen

Select “Continue to Print Options”

Under Print Color Select Black

Under Paper Selection Select Laser 60 lb

Leave all other options as default

Select “Add to Cart”

At checkout, select closest Fedex Office store for pickup

For an additional \$5-\$10 they can cut the tags for you