

The Ultimate Shipping Worksheet

1. Where are your customers located?

Rank your most common shipping zones (from 1 to 8).

Shipping Zone	Distance Between Origin & Destination	Your Ranking
Zone 1	0-50 miles	
Zone 2	51-150 miles	
Zone 3	151-300 miles	
Zone 4	301-600 miles	
Zone 5	601-1,000 miles	
Zone 6	1,001-1,400 miles	
Zone 7	1,401-1,800 miles	
Zone 8	1,801+ miles	

2. How much do your packages weigh and measure?

(Include the packaging as well.)

Choose three most common weights and measurements, and use these shipping calculators ([UPS](#), [USPS](#), [FedEx](#)) to compare the rates based on the top three zones you've identified above.

Weight	Measurement	Shipping Rates																	
		UPS						USPS						FedEx					
		Ground			2nd Day			Ground			Priority Mail 2nd Day			Ground			2nd Day		
		Zone 1	Zone 2	Zone 3	Zone 1	Zone 2	Zone 3	Zone 1	Zone 2	Zone 3	Zone 1	Zone 2	Zone 3	Zone 1	Zone 2	Zone 3	Zone 1	Zone 2	Zone 3

3. Determine whether hidden

shipping costs may apply:

- Shipping insurance
- Tracking numbers
- Fuel surcharge (for express couriers)
- Remote area surcharge
- "Dangerous goods" fees
- DDP handling fee