



BEST PRACTICES

Shipping sneakers to the authentication center

PACKAGING INSTRUCTIONS

Follow these instructions when shipping sneakers to our authentication center to ensure a smooth authentication process.

- Pack the shoebox in a larger box and line the sides with bubble wrap or tissue paper for a tight fit. Never ship sneakers in just their original shoebox and don't put the shipping label directly on the shoebox.
- Include an eBay-generated packing slip inside the shoebox, not the outer box. The packing slip includes a unique code that allows the authenticator to process orders more smoothly.
- Only include items in the original listing as sold, no extra merchandise.



LABEL INSTRUCTIONS

Use **eBay Labels** to receive discounted shipping services and ensure a smooth process. The address will be formatted correctly and tracking automatically uploaded. When you print the label, all critical information will be included.

If you don't use **eBay Labels** to ship to the authentication center you will need to manually upload the name of the carrier you are using, together with any tracking numbers.

Be sure your label includes:

- seller name and return address
- buyer name and address— exactly as provided by eBay, including the eBay unique authentication code
- carrier tracking number

seller address

eBay authentication code

The diagram shows a shipping label layout. At the top left, the seller's address is listed: "Sneaker Seller", "321 Any Street", "Anytown, Any State, 12345". To the right of this is a QR code. Below a horizontal line, the buyer's address is listed: "SneakerCon c/o Tony Insect", "123 Main Street", "EBAY: P3J99XA", "Anytown, Any State, 54321". Below another horizontal line, the tracking number is shown: "TRACKING #: ZYX123 456 WVU 0000". At the bottom is a standard 1D barcode. Two callout boxes at the top point to the seller address and the eBay authentication code on the label.

INSTRUCTIONS FOR MULTIPLE SHIPMENTS

- **Multi-quantity orders are defined as a buyer purchasing multiple units of the same item in a single order.** Ship all multi-quantity orders together in the same shipping box with a single packing slip showing the unique authentication code for the order.
- **Multi-SKU orders are defined as a buyer purchasing multiple items in different SKUs** (e.g. different sizes, colorways, items). Multi-SKU orders should be shipped separately with the unique authentication code on the shipping label and packing slip inside the sneaker box.



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