



## Discounted Shipping Program

### User Instructions

MiraVista offers access to discounted shipping through FedEx. Before you begin, please have your 8-digit customer ID available. The ID number can be found in the top section of your facility's invoice.



MiraVista Animal Hosp  
Indianapolis, IN  
USA

**INVOICE NUMBER: 5555555**

MiraVista Diagnostics  
4705 Decatur Blvd.,  
Indianapolis, IN 46241

**CUSTOMER ID: Lab Tests**

12345678

**Remit Payment To:**

P.O. Box 781465  
Indianapolis, IN 46278-8465

If your practice does not have an account or needs to verify your customer ID, contact our laboratory support team at 866-647-2847, option 1.

Access the shipping portal by following the link: [MiraVista Veterinary Diagnostics Shipping Program](#)

### HEADQUARTERS

4705 Decatur Blvd. | Indianapolis, Indiana 46241 USA

866-647-2847

## Steps To Create a Shipping Label

1. **Confirm you are an existing client with a MiraVista Account**
  - a. Confirm you are an existing client with a MiraVista account by selecting **YES**.
2. **Please confirm your facility is in the US** (Discounted shipping is currently available to US based customers only.)
  - a. Confirm your facility is in the US by selecting **YES**.
3. **Click Continue**
4. **Complete required shipping information**
  - a. Complete the required fields, marked by a red asterisk.
  - b. Click the **Check Address** Button.
  - c. Click the **Select Suggested Address** or **Re-enter Address** to make a correction.
  - d. Click **Next** to continue.
5. **Select Package Type**
  - a. To help control shipping costs, select the smallest package that will accommodate the samples being shipped.
  - b. Ground shipping is only available for specimens shipped in Your Packaging.
  - c. Please provide estimated package weight and dimensions and leave declared value of the package at \$1.00.
  - d. Click **Next** to continue.
6. **Select Shipping Date and Service**
  - a. Select the shipping date from the data picker and select shipping service.
  - b. A delivery date and rate estimate will be provided.
  - c. Once completed, please click **Next**.
7. **Confirm Shipment Information**
  - a. To make changes, please click **Select Another Delivery Date, Time and Rate** and return to the screen where the edit is needed.
  - b. If the shipping information is correct, click **Create Shipping Order**.
8. **Print Label**
  - a. The label may open in a new browser tab or as a .pdf download.
    - i. To print the label from a browser window, click the **Printer Icon** in the upper right corner of the screen.
    - ii. To print the label from a .pdf download either open the file from the pop-up prompt or navigate to your downloaded files and open the document. Select the **Printer Icon** in the upper left corner of the screen.
9. **Package Pick-Up or Drop Off at a FedEx Location**
  - a. If your facility has a scheduled FedEx pick-up/delivery, you may send the package with your FedEx Driver.
  - b. If you need to schedule a pick-up, please log onto your FedEx account to schedule. Pickups can only be scheduled for Express Shipping. This service is not available for ground shipments. An additional pickup may result in an additional fee.
  - c. If you need to find a drop off location, please use the link below and enter your zip code to find the location nearest you.

## [Find FedEx Drop Box Locations](#)

- Please retain the tracking number for your records.
- The shipping cost will be included on your next invoice along with the fees for clinical testing.