FedEx International Ground is an online service (with no offline option). As with other online international services in PostalMate, all customs-related information can be entered directly into PostalMate, a ramp-ready label is generated, and optionally a Commercial Invoice can be created and printed. A manual Airbill is not used, nor available.

Map Service to Department

1. Choose **Tools > PostalMate Settings**.

2. Choose **Departments and Products** on the left pane.

3. Select the **Map** button in the middle of the screen.

4. On the **Shipping** tab, scroll down to **FedEx International Ground**.

5. To the right, select the drop down arrow below **Shipping Charges** and select the appropriate department. Below **Insurance Charges**, select the appropriate department.

6. Click **OK** to save these changes.
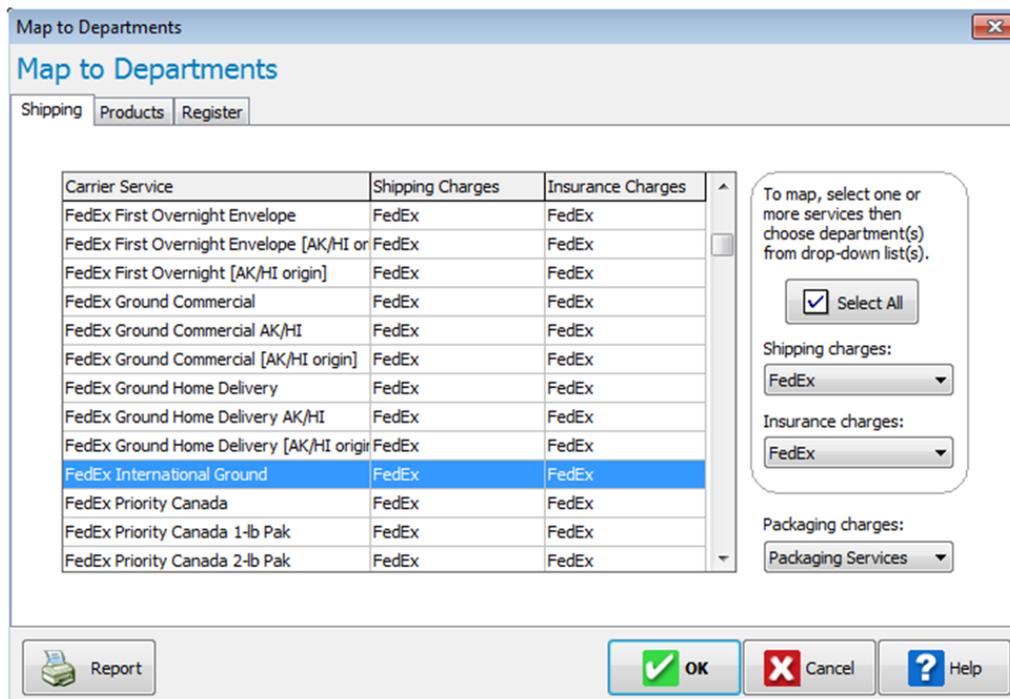
Assign service to Rate Comparison screen tab (s)

1. From **PostalMate Settings**, choose **Shipping Settings** on the left.

2. Choose the **Service Display** tab.

3. Select the desired Rate Comparison tab (i.e. Multi-Carriers, FedEx).

4. Expand the list under **FedEx Ground** and check the box next to **FedEx International Ground**.

5. Repeat steps 4-5 for any other tab(s) that you want to show this service.

6. Click **OK** to save your changes.

FedEx Ground International Canada only needs to be assigned for Generic Packaging, as there is no carrier-branded packaging available for this service.
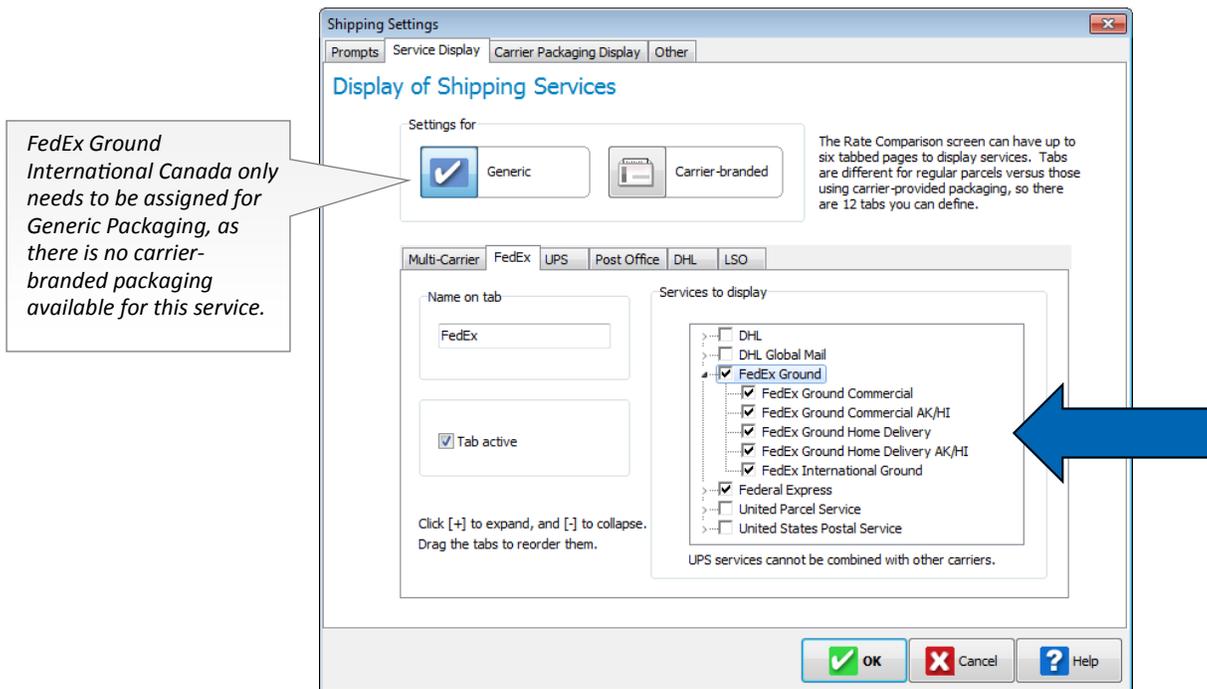
Set Retail Rates

1. From **PostalMate Settings,** choose **Set Shipping Rates.**

2. Use either the **Global rate-setting** feature or click on **Weight-based services** to set your retail rates for FedEx International Ground.

3. From **PostalMate Settings**, choose **Surcharge Rates**. Select FedEx Ground and set your retail rate for "Res International" (residential surcharge).

If you already ship FedEx Ground domestic, your label printer and internet shipping options are already turned on and you are now ready to begin shipping FedEx International Ground Canada.

A unique aspect of this service is that based on the value of dutiable goods, FedEx may add a Clearance Entry Fee (C.E.F.), and a C.E.F. Tax to the shipping rate. To ensure a meaningful comparison between services, when the package destination is Canada, you can enter a dutiable value prior to comparing rates so that all charges are included. This is done in the same places as where a declared value for insurance is entered.

Please note: You'll enter the dutiable value in U.S. dollars, however the C.E.F. is based on Canadian dollars, and the exchange rate continuously fluctuates. PostalMate checks the exchange rate on a daily basis for calculating the C.E.F., however in some cases it may not exactly match the exchange rate FedEx uses to calculate the C.E.F. This is only a concern when the dutiable value is near one of the break points on the chart shown here.

Dutiable Value*	C.E.F. *
$0-$20	No fee
$20.01-$40	$7.00
$40.01-$60	$15.45
$60.01-$100	$19.30
$100.01-$150	$25.50
$150.01-$200	$29.00
$200.01-$500	$45.35
$500.01-$1000	$50.75
$1,000.01-$1,600	$60.10
$1,600.01-$2,000	$70.00
$2,000.01-plus	* *

*All amounts are in Canadian dollars

** $70.00 + $6.03 for each add'l $1,000

You cannot increase the markup fee for C.E.F. or C.E.F. Tax in PostalMate. These are pass-through charges to your customers.

The C.E.F. and C.E.F. Tax charges are broken out on the CashMate register receipt, the Package History screen, and on the FedEx Ground Manifest Detail Report. If taxes and duties apply to the shipment, they will be billed to the receiver.