REGISTERING AN ACCOUNT ON FEDEX.COM:
SETTING UP USER ID & PASSWORD

1. On the fedex.com homepage, select “Open an account” from the “Sign up or Log In” drop-down menu

2. Scroll down to the bottom of the “Open an Account” page and select “Activate Online Access”

3. fedex.com Registration — Enter Your Registration Information
   a. Complete all required fields as noted by an asterisk (*)
   b. Check the box for Terms and Conditions
   c. Confirm Your Selected Account Option as “Use my account online”
   d. Select Continue

4. fedex.com Registration — Enter account information
   a. Complete all required field as noted by an asterisk (*)

b. Enter your FedEx account number in the Enter Account Number field

c. Confirm or change your billing information

d. Select Continue

5. fedex.com Registration — Registration Confirmation
   a. Your registration is confirmed, and you are ready to use your account on fedex.com
   b. Click Ship now

   c. Select your FedEx account number from the drop-down menu under “Select a FedEx account from your online profile” and select Continue

   d. Select the orange circle to “Start Using FedEx Ship Manager” to complete registration

ADDITIONAL RESOURCES
- Review the video on fedex.com “How to Connect Your FedEx Account to fedex.com”
- Call FedEx Customer Service at 1.800.GoFedEx 1.800.463.3339 and say “Tech Support”