

Getting Started With FedEx Delivery Manager

What is FedEx Delivery Manager?

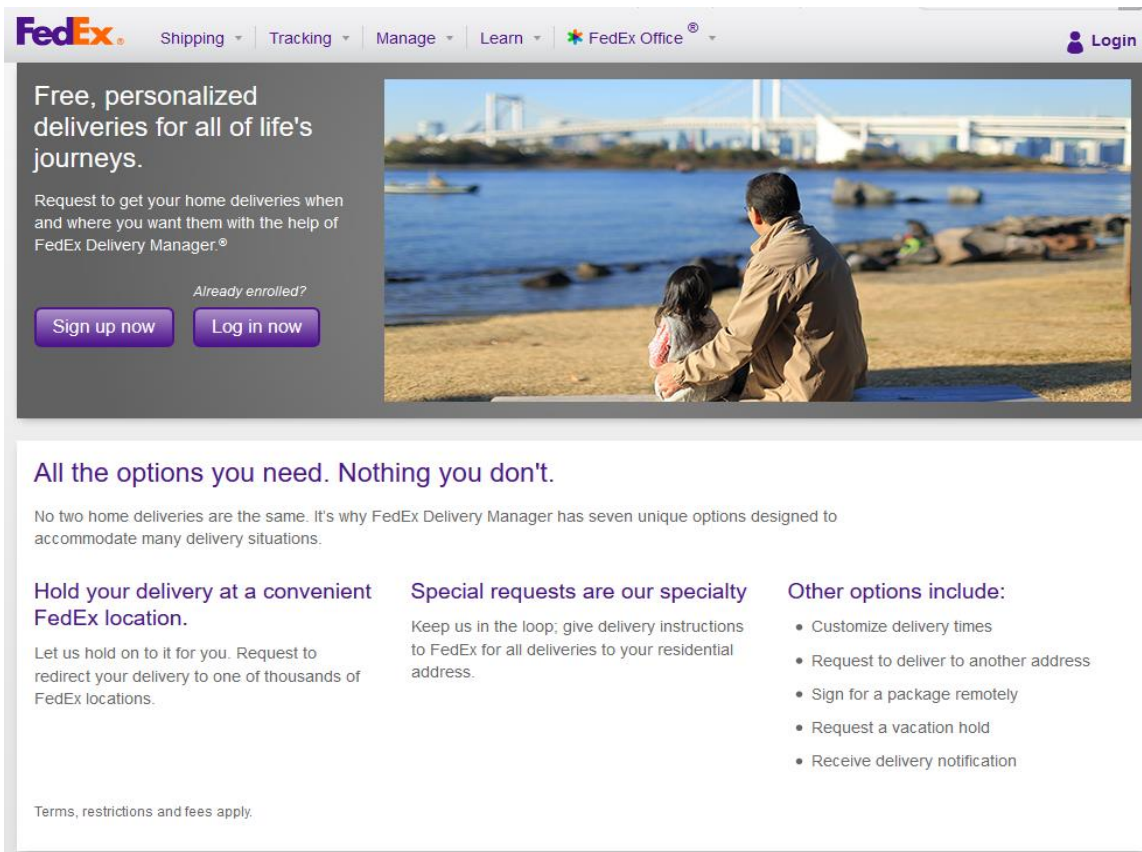
FedEx Delivery Manager is FedEx's delivery management service, designed to help you better accommodate any delivery situation. It allows you to request to get your home deliveries when and where you want them – free of charge.

Singing Up For FedEx Delivery Manager

It's pretty easy to sign up for FedEx's delivery management service. Refer to the steps below and the included screenshots for a detailed walkthrough of the process.

Step One: Navigate to the FedEx Delivery Manager Website

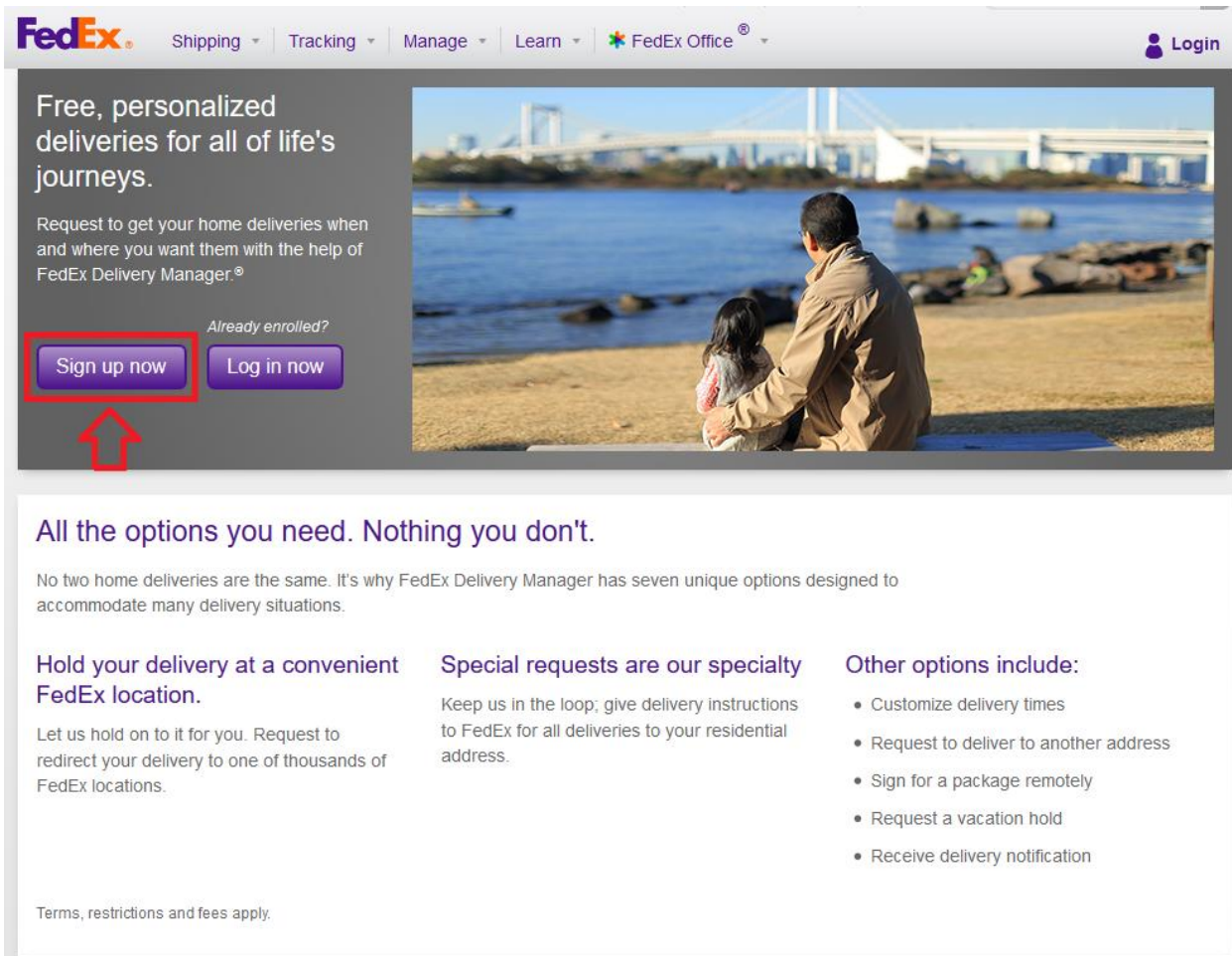
Navigate to <https://www.fedex.com/us/delivery/> to get to the main page for FedEx Delivery Manager. On this page, you have two options: you can either sign up for an account using the "Sign up now" button or click "Log in now" if you're already enrolled. For the purposes of this document, we'll assume you're not already enrolled.



The screenshot above shows the default FedEx Delivery Manager website.

Step Two: Getting Started With Signup

To get started with signing up for FedEx Delivery Manager, click the purple “Sign up now” button as indicated in the screenshot below.



The screenshot shows the FedEx website header with navigation links: Shipping, Tracking, Manage, Learn, and FedEx Office. A 'Login' button is in the top right. The main content area features a dark grey box with the text: 'Free, personalized deliveries for all of life's journeys. Request to get your home deliveries when and where you want them with the help of FedEx Delivery Manager.®'. Below this text are two buttons: 'Sign up now' (highlighted with a red box and a red arrow pointing to it) and 'Log in now'. To the right is a photo of a man and a child on a beach. Below the dark grey box is a white section titled 'All the options you need. Nothing you don't.' with a sub-headline 'No two home deliveries are the same. It's why FedEx Delivery Manager has seven unique options designed to accommodate many delivery situations.' This section is divided into three columns: 'Hold your delivery at a convenient FedEx location.', 'Special requests are our specialty', and 'Other options include:' with a bulleted list of features.

Free, personalized deliveries for all of life's journeys.

Request to get your home deliveries when and where you want them with the help of FedEx Delivery Manager.®

Already enrolled?

[Sign up now](#) [Log in now](#)

All the options you need. Nothing you don't.

No two home deliveries are the same. It's why FedEx Delivery Manager has seven unique options designed to accommodate many delivery situations.

Hold your delivery at a convenient FedEx location.

Let us hold on to it for you. Request to redirect your delivery to one of thousands of FedEx locations.

Special requests are our specialty

Keep us in the loop; give delivery instructions to FedEx for all deliveries to your residential address.

Other options include:

- Customize delivery times
- Request to deliver to another address
- Sign for a package remotely
- Request a vacation hold
- Receive delivery notification

Terms, restrictions and fees apply.

This will bring you to the FedEx Delivery Manager Registration page, which looks like the screenshot below.

Sign up for FedEx Delivery Manager® Already have a fedex.com login?

With recipient delivery options you can provide delivery and locating instructions, request your delivery time, including by appointment and evenings, request delivery to another address, and more.

Login

Contact Information

Please enter the residential address where you receive packages.

First Name	<input type="text"/>
Middle Name	<input type="text" value="(optional)"/>
Last Name	<input type="text"/>
Address Line 1	<input type="text"/>
Address Line 2	<input type="text" value="e.g. Apt., Floor, Suite (optional)"/>
Zip Code	<input type="text"/>
City	<input type="text"/>
State	<input type="text" value="Select..."/>
Country	<input type="text" value="U.S."/>
Email	<input type="text"/>
Home Phone No.	<input type="text"/>
Alternate Phone No.	<input type="text" value="(optional)"/>

Login Information

Please create a fedex.com logon.

User ID	<input type="text"/>
	Must be at least 6 characters
Password	<input type="password"/>
	Must be at least 8 characters and include one uppercase letter, one lower case letter and one number.
Re-enter password	<input type="password"/>
Secret Question	<input type="text" value="Select..."/>
Secret Answer	<input type="text"/>

I have read, understood and agree to be bound by the [fedex.com Terms of Use](#), including the [FedEx Delivery Manager® Terms of Use](#). I also understand how FedEx intends to use my information. [Privacy Policy](#)

Cancel

Continue

Step Three: Filling In Your Information

There are two parts to the initial sign-up process: contact information and login information. For contact information, FedEx requires a valid **residential address**, including the following: first and last names; address; zip code; city, state and country and finally a valid email address and phone number. An alternate phone number can be added as an optional choice to include landlines or other non-main phone services.

Once you've filled in your contact information, it's time to fill in login information, such as a User ID, password, secret question and secret answer. The guidelines for the login information are as follows:

- The User ID must be at least six characters (letters, numbers and symbols)
- The password must be at least 8 characters long and must include **one uppercase letter, one lowercase letter and one number**.
- Secret questions include the following choices:
 - What is your mother's first name?
 - What is your place of birth?

- What is the name of a school you attended?
 - What is your father's middle name?
 - What is the name of a childhood pet?
- Once you've chosen your secret question, you must fill in an answer. Make your security question something that is easy for you to recall the answer to, but hard for others to guess.

After you've filled in all of your information, click the grey checkbox that states that you've read and understood FedEx's terms of service, as shown below.

I have read, understood and agree to be bound by the [fedex.com Terms of Use, including the FedEx Delivery Manager® Terms of Use](#). I also understand how FedEx intends to use my information as outlined in the [Privacy Policy](#).

Once you've clicked the grey checkbox to indicate that you've read and agree to the terms of service, click the purple "Continue" button to move on.

FedEx will send you an email to show that your FedEx.com registration is complete.

Step Four: Completing Your Registration

To complete your registration for FedEx Delivery Manager, sign in to your account. FedEx will redirect you to the FedEx Delivery Manager Registration page, where you'll have two options to verify your identity and complete your request. You can either have FedEx mail an activation code to your residence, or take an online exam with questions based on your identity.

For the purposes of this guide, we'll be going with the questions.

Once you've decided which option you're going to take, click the "Start" button.

The screenshot shows the 'FedEx Delivery Manager® Registration' page. At the top, there is a 'Help' link. The main heading is 'Complete your request', followed by the text: 'To ensure the security of your residential deliveries, it is important that you verify your identity.' Below this, it says 'Please choose one of the options to verify your identity:' and lists two radio button options: 'Mailed activation code' (with subtext 'FedEx will mail an activation code to your residence.') and 'Questions' (with subtext 'Take an online exam with questions based on your identity.'). A purple box contains the text: 'For your protection FedEx will present some questions to verify your identity. Please note your information is not stored by FedEx and is used only to verify your registration. If you would like to proceed, click the Start button.' At the bottom, there are two buttons: a grey 'Cancel' button and a purple 'Start' button.

FedEx will ask you four different questions regarding your identity. Once you complete the questions, your registration is complete. FedEx will ask you how you'd like to be notified of your shipments. You have three choices:

- SMS/Text
- Automated call
- Email

Pick which choice you're going to go with and hit the "Save" button.

Choose how you would like FedEx to notify you regarding your shipments:

SMS Text Automated Call Email

Save

Once you do so, you'll be greeted by a page from FedEx saying that your FedEx Delivery Manager registration is complete and showing you the information you used when you registered.

FedEx Delivery Manager® Registration Help

Your registration is complete. Thank you for signing up for FedEx Delivery Manager.®

You are registered with the following recipient information:

[View your shipments >](#)

Go to [My Profile](#) to review or setup your delivery preferences including notifications.

Shipment notifications are set to: Email

Save your residential recipient preferences so you can:

- Customize your experience for future shipments.
- Save delivery and locating instructions for all your shipments.
- Enter a vacation hold.
- And much more.

Use of FedEx Delivery Manager is governed by the [fedex.com Terms of Use](#), which include the [FedEx Delivery Manager® Terms of Use](#).
Use of your information is governed by the [FedEx Privacy Policy for FedEx Digital Platforms](#).

Registered by mistake? [Cancel your registration](#).

[View Demo >](#)

From here, you can view your shipments, review your delivery preferences and even view a demo of the service in action.