

How To Get Your Free UPS Rental Return Label

1. Go to clackamas.bncollege.com (it is recommended you use Chrome).
2. In the upper right-hand corner, select “Login/Sign Up”.
3. Log in to your account.
4. You will be taken to the overview of your account. Select “Your Rentals” on the left-hand side.
5. This should show your open rental books and there should be an option to print your return label on the upper right side of this section.
6. You will need to enter in the address you are shipping the books from.
7. Once completed, you will be able to print out a UPS return label.
8. If you have been receiving the rental return reminder emails, there should also be a link in those emails that will allow you to get a label from there.
9. If you are unable to generate a label, please call 503-594-6500 or send an email to sm8278@bncollege.com. If possible, have your order number or phone number that you used to rent the books ready.

If possible, send all your rentals back in one shipment. This is a prepaid UPS label, so the package should not be taken to the Post Office or FedEx. You can take the package to a UPS store or put it in a UPS drop box.