Printing your stall sign at FedEx Office

Order online and pick it up laminated, or take the file to the counter. About 10 minutes.

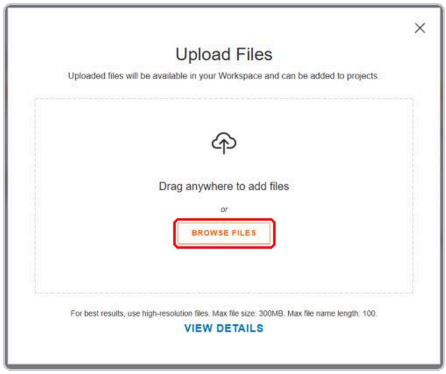
What you need

- Your stall sign PDF, downloaded from the Stall Signage site (one file per horse).
- What to order: **8.5" x 14" (legal), landscape, full color, single-sided, laminated with a 1/4" border.**
- Cost when we tried it: **$3.11 for one laminated sign**, before tax. FedEx prices change.

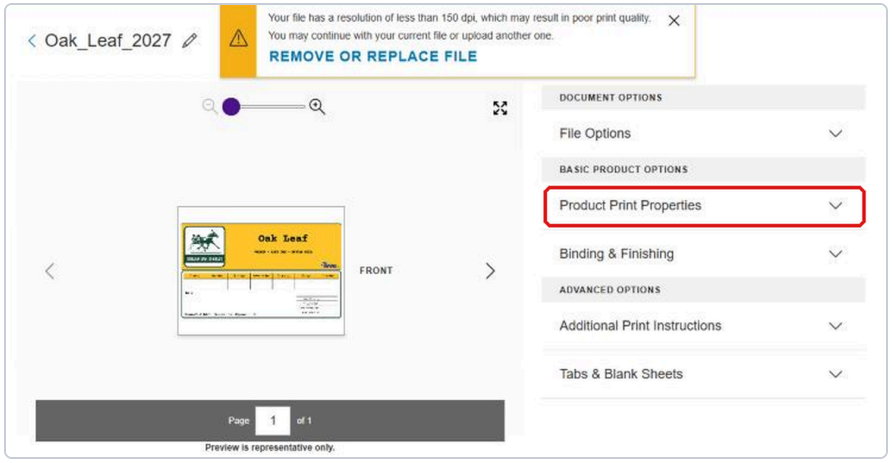
Order online

1 Open FedEx Office and start an upload
Go to **office.fedex.com**.

2 Upload your sign
In the **Upload Files** box, click **BROWSE FILES** and choose your sign PDF.

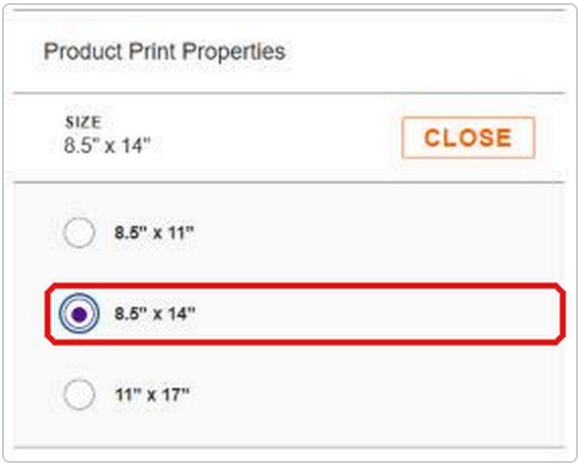


3 Open the print settings
Your sign appears on the left. On the right, click **Product Print Properties**.

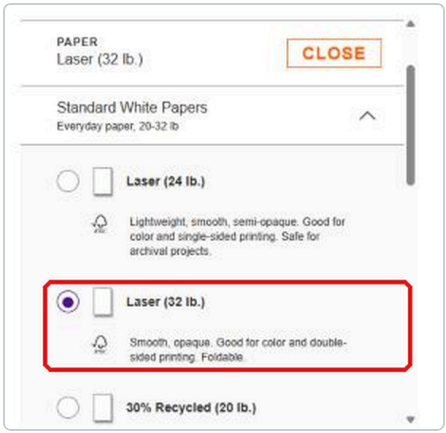


4 **Paper size: 8.5" x 14"**
Next to **SIZE**, click **EDIT** and pick **8.5" x 14"**. Then click **CLOSE**.

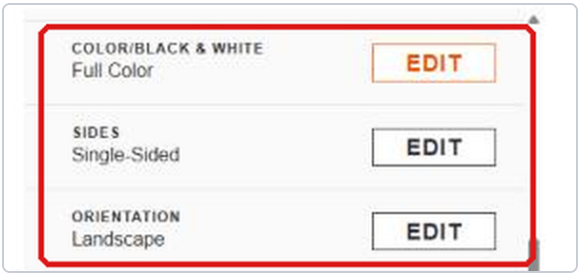
The preview should now show the whole sign, wide (landscape), with nothing cut off.



5 **Paper: Laser (32 lb.)**
Next to **PAPER**, click **EDIT**, open **Standard White Papers** and pick **Laser (32 lb.)**. This is the heaviest paper FedEx offers online at this size. Lamination makes the sign stiff anyway.



6 **Color, sides, orientation**
Check these three, and use **EDIT** to change any that differ: **Full Color**, **Single-Sided**, **Landscape**. They were already set this way for our test sign.



7 **Lamination with a border**
Close Product Print Properties and open **Binding & Finishing**. Next to **LAMINATION**, click **+ ADD** and pick **Glossy with 1/4" Border**.

This is the only lamination with a border that FedEx offers online. Don't pick "Glossy with No Border".



8 **Quantity, then Add to Cart**
Enter how many copies of this sign you want at the bottom, then click **ADD TO CART**.



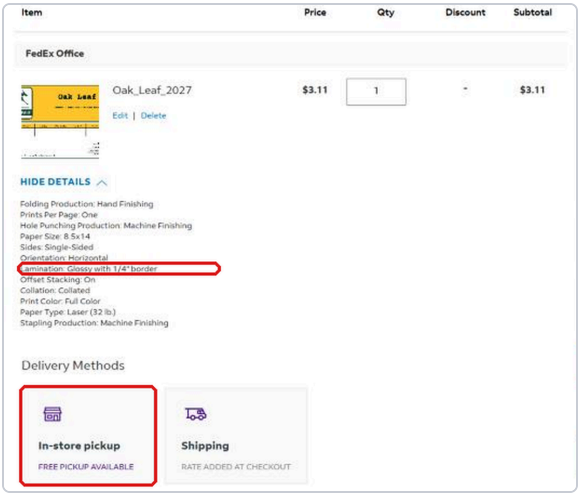
9 **Check the cart**

Click **SHOW DETAILS** under your sign and check:

- Paper Size: 8.5x14
- Orientation: Horizontal
- Lamination: Glossy with 1/4" border
- Print Color: Full Color
- Paper Type: Laser (32 lb.)

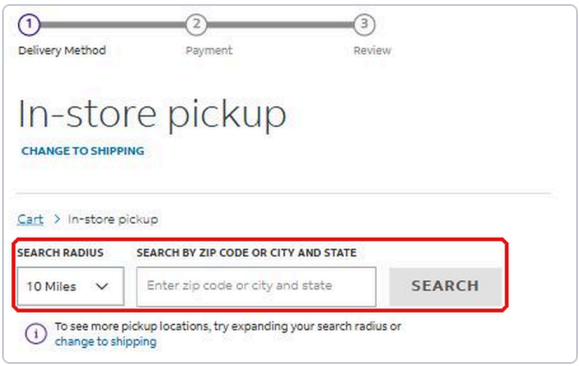
Under **Delivery Methods**, choose **In-store pickup**. If something is wrong, click **Edit**.

More than one horse? Click **CONTINUE SHOPPING** and repeat steps 1 to 8 for each sign.



10 **Pick your store, pay, review**

Click **PROCEED TO CHECKOUT**. Log in, or click **CONTINUE AS GUEST**. Under **In-store pickup**, type your ZIP code or city and state, click **SEARCH** and pick the store. Then come **Payment** and **Review**: on the Review page, check the details once more before placing the order.



Tips

- **Check the preview.** The whole sign should show, with nothing cut off at any edge.
- **Don't shrink or "fit to page".** The sign already keeps everything at least 1/4" inside the edges, so it prints at full size.
- **Ask for a sealed laminated border.** Online that's **Glossy with 1/4" Border**. At the counter, say "laminated with a 1/4 inch sealed border".
- **At pickup,** check the edges are sealed all the way around before you leave.
- **Hanging it:** mount the sign with double-sided tape. We suggest Gorilla Double-Sided Tape.

At the counter instead

Bring the sign PDF on a USB stick or your phone (or ask the store how they'd like to receive it). Then say:

> "Please print this PDF on legal paper, 8.5 by 14, landscape, in full color, one side, at actual size, 100 percent, not fit to page. Then laminate it, glossy, with a 1/4 inch sealed border."

If you can, ask to see the print before it's laminated: check that nothing is cut off and the colors look right.

Screens from office.fedex.com, captured November 2026 with a sample sign, as a guest, stopping at store selection (no order placed). FedEx may change its site, names or prices.