



By phone: Call our Customer Care Center and have your insurance information handy.

Additional ordering options after

registration: Ask your prescriber to fax or e-prescribe your new prescription.*

- *Fax:* Use the enclosed fax form or log in to your online account to print a prescriber fax form. Give the form to your prescriber to complete and fax to the number listed on the form.*
- *E-prescribe:* If your prescriber has the technology to submit prescriptions electronically, request that he or she do so.*

If you need your medication right away:

Request two prescriptions from your prescriber: one for an initial short-term supply (e.g., 30-day supply or the amount allowed by your plan) that your local pharmacy can fill immediately and one for a 90-day supply with three refills (or the maximum amount allowed by your plan) to mail to Walgreens Mail Service.

Free standard shipping: Please allow 10 business days from the time you place your order until you receive it at your specified address.

*By law, prescription fax forms and e-prescriptions are valid only if sent from a prescriber's office.



Convenient Auto Refills

For an added convenience, you can choose to have your refills processed automatically. All you need to do is check the Automatic Refill option on your order form. We will process your order and bill the credit card you placed on file with us.

Please note: By law, medications cannot be returned once they are dispensed from our pharmacy. If you need to cancel or modify your next Automatic Refill, notify us three weeks prior to your next refill date. Doing so may allow you to avoid unnecessary charges.

Flexible Payment Options

Payment in full—by credit card or check—is required with every prescription order. We accept all major credit cards. For your convenience, we can keep your credit card on file for future orders by adding it to your secure online account. Simply complete the fields on your registration form or call our Customer Care Center.

Welcome to Mail Service

Your pharmacy benefit includes the use of Walgreens Mail Service, allowing you to enjoy convenient delivery of your maintenance medications to the location of your choice.

Maintenance medications are used to treat chronic (long-term) conditions. You may receive up to a three-month supply or the maximum allowed by your plan.

Getting Started

It's easy to register and order your first prescription:

Online: Register at WalgreensMail.com/easy. From the registration confirmation page, follow the instructions to submit your new prescription.

By mail: Complete the registration form included with your enrollment packet. Mail the form along with your original prescription.



Savings with Generics

Generic medications offer the same benefits as their brand-name counterparts and usually cost significantly less. We review every prescription order to see if there is a less expensive generic medication available. Unless otherwise noted by your prescriber or state law, we will dispense an FDA-approved generic equivalent, if available. If you do not want a generic, please contact our Customer Care Center.

About Privacy and Security

The information you provide us is kept confidential in accordance with HIPAA and other applicable state privacy laws. In addition, we use technology that is designed for use with secure web servers. This technology ensures that your personal, health, prescription and credit card information cannot be accessed when submitted over the Internet.



For more information, visit:
WalgreensMail.com/easy

Mail prescriptions to:
Walgreens Mail Service
P.O. Box 628001
Orlando, FL 32862-8001

Walgreens Customer Care Center
800-345-1985
Monday through Friday,
8 a.m. to 10 p.m. (EST)
Saturday and Sunday,
8 a.m. to 5 p.m. (EST)
En español: 800-778-5427
TTY: 800-573-1833



Mail Service Pharmacy

Fast. Easy. Convenient.

