

IMPORTANT: This form is TIME SENSITIVE and WILL EXPIRE 60 DAYS from the date issued. If more than 10 NDC's have been submitted, multiple forms will be required to complete your C2 return.

1. COMPLETING THE DEA FORM - 222

INDICATE the total number of packages to be shipped and the **DATE YOU INTEND TO SHIP** your C2 inventory.

2. ENTERING ORDER FORM NO. & PRINTING A CARRIER LABEL

Login to the Customer Portal and **EDIT** the open inventory with the status indicating "Awaiting Form - 222". Enter your **DEA Form** - 222 No., found in the bottom-left portion of the form under the heading No. of this Order Form, and click **SUBMIT.** You will be prompt to validate your **MedFlat ID** Number. A carrier label will automatically generate in a new tab.

*If your MedFlat already has a carrier label, enter your **MedFlat ID** and **tracking number** before selecting **SUBMIT**.

3. DEA FORM - 222 & COPIES

Keep the top copy (brown ink) along with your return paperwork for your records, forward the middle copy (green ink) to your local DEA field office. Make a copy of the DEA Form - 222⁽¹⁾ and your MedFlat Customer Return Inventory⁽²⁾, then include both forms with your flat before sealing and sending.

ADDITIONAL INFORMATION REGARDING PROPER SHIPMENT OF MEDFLATS° IS AVAILABLE ONLINE AT MEDFLATS.COM/SUPPORT.ASPX OR YOU CAN CONTACT US AT 800.257.3527.

