

CHECON-PA PLANT INBOUND DOMESTIC ROUTING GUIDE

SHIPMENTS 100 LBS OR LESS:	
UPS EXPRESS (GROUND)	ACCOUNT #: V2V604
UPS (AIR – MUST BE AUTHORIZED BY CHECON LLC)	ACCOUNT #: V2V604

SHIPMENTS > 125 LBS (GROUND):	
ALL STATES	R & L CARRIERS
NO ACCOUNT NUMBER REQUIRED. MARK THE BOL FREIGHT COLLECT AND CHECON LLC WILL BE BILLED.	
SEE PAGE TWO FOR PALLET REQUIREMENTS	

NOTE 1: CHECON LLC MUST AUTHORIZE ANY DEVIATION FROM THIS POLICY. DEVIATIONS MAY BE AUTHORIZED WHEN OUR HOUSE CARRIERS ARE UNABLE TO SERVICE A SPECIFIC LANE OR SUPPLIER.
NOTE 2: DEVIATIONS FROM THIS POLICY THAT ARE NOT AUTHORIZED BY CHECON LLC WILL BE BILLED. FREIGHT BEING CHARGED BACK TO THE SUPPLIER.
NOTE 3: PLEASE CONTACT CHECON LLC FOR INTERNATIONAL INBOUND AIR OR OUTBOUND AIR. CHECON LLC WILL BE BILLED.

NOTICE:

SHIPMENT WEIGHING BETWEEN 100 AND 125 LBS MAY SHIP UPS OR LTL, WHICHEVER IS MOST PRUDENT FOR THE FREIGHT INVOLVED. CONTACT CHECON LLC FOR MORE INFORMATION.

Checon LLC is NOT responsible for any shipments that do NOT comply with the current version of the Checon LLC PMC Routing Guide. If unsure of the active version level, please contact Checon LLC Logistics lead at 508-809-5160 or Checon LLC Purchasing at 508-809-5176 prior to shipment. The Routing Guide is also available on our website at www.checon.com.

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PALLET PACKAGING INSTRUCTIONS

- ALL PALLET SHIPMENTS MUST BE SHRINK WRAPPED AND STRAPPED WITH CORNER BOARD SUPPORTS TO PREVENT SHIFTING, DAMAGED AND/OR LOST PARTS.
- IT IS RECOMMENDED THAT THE STANDARD PALLET SIZE OF 40" X 48" BE STACKED NO HIGHER THAN 60".
- COILS OF METAL SHOULD ALWAYS BE SECURED TO THE PALLET WITH STRAPPING AND, IF NEEDED FOR STABILITY, ALSO SHRINK WRAPPED. MULTIPLE COILS STACKED MUST BE SEPERATED BY WOOD (OR SOME OTHER SUITABLE MATERIAL) SUPPORTS IN AT LEAST THREE POINTS. CARDBOARD OR WOOD MUST BE PLACED ON TOP OF THE SKID BEFORE STRAPPING/SHRINK WRAPPING TO PROTECT FROM ACCIDENTAL GOUGING OR SCRAPPING.
- PALLETS USED FOR HEAVY PRODUCT (INCLUDING COILS OF METAL) NEED TO BE ROBUST ENOUGH TO SUPPORT THE WEIGHT WITHOUT DAMAGE.
- ALL PALLETS WILL BE LABELED WITH TWO LABELS:
 - a. DO NOT BREAK SHRINK WRAP
 - b. DO NOT STACK
- "DO NOT BREAK SHRINK WRAP" AND "DO NOT STACK" MUST BE NOTED ON THE BILL OF LADING.
- Each box shipped, including shipments with multiple boxes on skids, must include a shipping label showing Checon LLC's name and shipping address.
- Bill of ladings must record the number of boxes and the number of skids (Ex. 10 boxes one 1 skid)

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