

MELLING CORPORATE SHIPPING INSTRUCTIONS 9/1/17

DOMESTIC/INTERNATIONAL SMALL PACKAGE SHIPMENTS:

For any shipments 150 lbs or less, ship UPS Ground COLLECT on Melling account number 456185.

*****Prior authorization must be received to send any packages air or ground expedited*****

(Failure to provide proof of authorization for Expedited Shipments may result in a chargeback to your company)

FOR CANADA, MEXICO, OR INTERNATIONAL AIR/OCEAN FREIGHT:

Contact Pam Mackinder for routing instructions and broker information: 517 787 8172 ext 161 or pmackinder@melling.com

TRUCKLOAD SHIPMENTS:

Any shipment weighing more than 9,000 lbs or takes up 12 feet or more of trailer space, contact Pam Mackinder for routing: 517 787 8172 ext 161 or pmackinder@melling.com

LESS THAN TRUCKLOAD (LTL TRUCK SHIPMENTS) DOMESTIC:

The following Carrier Matrix is to be used for LTL shipments when Melling Automotive is responsible for the freight charges and shipments are 151 lbs to 8,000 lbs.

(Failure to comply with the Carrier Matrix will result in a Charge-back, plus a \$100.00 Processing Fee per shipment to your company.)

1. R & L Carriers
2. Fedex Freight
3. Dayton Freight
4. DATS

****These carriers do not have to be used in the order in which they appear on the matrix.

You can use any carrier shown as an option from within the ship points.

IMPORTANT: The following 3rd party billing information **MUST** appear on the bill of lading:

Send Freight Bill to:

Melling Tool Co. % Advance Freight Traffic Service
PO Box 183850
Shelby Township, Mi 48318-3850

DOCK HOURS:

Melling Engine Parts: 2620 Saradan Dr, Jackson, MI 49202 (Docks 6 & 7)	6am-2:30 pm M-F
Melling Tool Co: 2710 Saradan Dr, Jackson, Mi 49202 (Docks 3 & 4)	6am-3:30 pm M-F
Melling SGE: 3700 Scheele Dr, Jackson, Mi 49202	7am-2:30 pm M-F

VA	1,2	1,2	1,2	1,2	1,2	1,2	1,2	1,2			
VT	1,2	1,2	1,2	1,2	1,2	1,2	1,2	1,2			
WA	1,2	1,2	1,2	1,2	1,2	1,2	1,2	1,2			
WI	1,2	1,2	1,2	1,2	1,2,3	1,2,3	1,2,3	1,2			
WV	1,2	1,2	1,2	1,2	1,2	1,2	1,2	1,2			
WY	1,2	1,2	1,2	1,2	1,2	1,2	1,2	1,2			

1 R & L

2 FEDEX FREIGHT

3 DAYTON

4 DATS