



**CHECON PMC INBOUND DOMESTIC ROUTING GUIDE  
ISSUE 01-JAN-2017**

<b>SHIPMENTS 100 LBS OR LESS:</b>	
UPS EXPRESS (GROUND)	ACCOUNT #: V2V604
UPS (AIR – MUST BE AUTHORIZED BY CHECON PMC)	ACCOUNT #: V2V604

<b>SHIPMENTS &gt; 125 LBS (GROUND):</b>	
ALL STATES	<b>XPO LOGISTICS (CCX)</b>
NO ACCOUNT NUMBER REQUIRED. MARK THE BOL FREIGHT COLLECT AND CHECON PMC WILL BE BILLED.	
<b>SEE PAGE TWO FOR PALLET REQUIREMENTS</b>	

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| NOTE 1: CHECON PMC MUST AUTHORIZE ANY DEVIATION FROM THIS POLICY.  |
| NOTE 2: DEVIATIONS FROM THIS POLICY THAT ARE NOT AUTHORIZED BY CHECON PMC WILL RESULT IN THE FREIGHT BEING CHARGED BACK TO THE SUPPLIER. |
| NOTE 3: PLEASE CONTACT CHECON PMC FOR INTERNATIONAL INBOUND AIR OR DOMESTIC AIR SHIPMENTS > 125 LBS, FOR SHIPPING INSTRUCTIONS.          |

**NOTICE:**

**No INBOUND/OUTBOUND Shipments VIA ESTES Freight/LTL will be accepted at any of the Checon shipping locations.**

**Checon is NOT responsible for any shipments that do NOT comply with the current version of the Checon Routing Guide. If unsure of the active version level, please contact Checon Shipping Logistics at [508-809-5119](tel:508-809-5119) or Checon Purchasing at [508-809-5176](tel:508-809-5176) prior to shipment. The Routing Guide is also available on our website at [www.checon.com](http://www.checon.com).**

## CHECON CORPORATION INBOUND DOMESTIC ROUTING GUIDE

### 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.
- 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 PMC's name and shipping address.

Please contact Checon PMC at 814.753.4466 for any questions.