

**VICS VOLUNTARY GUIDELINES  
FOR THE  
BILL OF LADING**



VOLUNTARY INTERINDUSTRY  
COMMERCE STANDARDS

**March, 2004**

**See next page for highlight of guideline enhancements.**

# Summary of Enhancements

## **Section I. Introduction**

- ⇒ Added statement on the VICS BOL intended for U.S Domestic ground transport (page 3, 1<sup>st</sup> Paragraph).
- ⇒ Added statement to Legal Statement section on legal statement modification (page 4)

## **Section III. The Standard Bill of Lading Number**

- ⇒ General enhancements: Modulo 10 chart numbering (page 11, Figure 1).
- ⇒ Added additional clarification on variable length EAN.UCC company prefixes (page 10).

## **Section IV. Rules of Use For The Standard Bill Of Lading**

- ⇒ Added statement on the VICS BOL intended for U.S Domestic ground transport (page 13, 1<sup>st</sup> Paragraph).
- ⇒ Added verbiage on modification for cross boarder bilingual language (page 13, point 1)

## **Section VII. Hazardous Materials Regulations**

- ⇒ General enhancement of instructions (pages 18, 19).
- ⇒ General enhancement of Appendix G: Hazardous Material VICS BOL Examples (pages 59, 69).

## **Section VIII. Mandatory vs Conditional Data Fields**

- ⇒ Removed note on BOL Number on bottom of page (page 20)

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# I. Introduction

## Objective

The objective of standardizing the Bill of Lading is to ensure that the shipper, the carrier, and the customer (the consignee) are all getting the information they need for the processing of the goods through the supply chain. **The standard VICS BOL is intended for U.S. Less Than Truck Load (LTL) and Truck Load (TL) ground transport. Included with the standard Bill of Lading form is a standard Bill of Lading number.** The Bill of Lading number has become a critical data element with the advent of the EDI 856 Ship Notice Manifest. The standard Bill of Lading form and number will ensure that all key data elements are present and documented in a uniform manner. This will support the needs of all parties in the supply chain as well as support accurate EDI 214 Carrier Shipment Status, **EDI 212 LTL Delivery Trailer Manifest and the EDI 223 Consolidation Freight Bill transmissions.**

## Overview

Today neither the form nor the usage of the Bill of Lading is standardized. The difference in Bill of Lading formats decreases the accuracy and productivity of recording shipment data on the forms. It also makes extracting the data for billing and freight settlement purposes very difficult, particularly for carriers and consignees who may process thousands of Bills of Lading every day. As the documents pass through hands and through companies, the data items required at each stop in the process must be located and identified wherever they may appear.

Traditional use of the Bill of Lading was to establish a contract for carriage and as a receipt of goods. Over the last several years the Bill of Lading has become a primary source of information within the supply chain. The Bill of Lading has now taken on much greater importance as it is used for the scheduling and recording of shipments as well as input to carrier EDI transactions. Many shippers have modified the form, in no consistent manner, to fit the requirements of the carrier and the consignee for scheduling and unloading of the shipment.

The standard Bill of Lading document and guidelines address these problems so processing time can be reduced while gaining Bill of Lading accuracy. As shippers and carriers become familiar with the standardized Bill of Lading, individuals will easily and accurately document and extract information from this form.

## Benefits of the Standard Form

Use of this standard Bill of Lading will result in:

- An established uniform format for accurate shipment documentation across the supply chain.
- Ease of tracking shipment information with the use of the standard Bill of Lading number.
- A means of bar coding the critical data within the Bill of Lading form for ease of capturing the data.
- Reduced driver and office administrator time used to process the information from the Bills of Lading.
- A potential cost reduction through the elimination of redundant forms.

## I. Introduction

- A reduction in the number of undocumented Purchase Orders received.
- A reduction in the number of incorrect invoices due to unclear freight terms.
- A reduction in denied freight claims due to lack of indication of who is responsible for loading and counting the freight.

### Considerations

#### *Rules of Use*

It is crucial that all users of the standard Bill of Lading read and understand the rules of use as described in Section IV of this document. Each rule highlights common misuse of the Bill of Lading today, and how those may be avoided with the standard Bill of Lading.

The format of the Bill of Lading provides preprinted headings and areas for recording data elements which are typically associated with every shipment or which have particular significance. These sections shall be filled in with the required information and the format must not be changed. Any less common data elements shall be recorded in the Special Instructions section.

#### *Legal Statements*

1. The section just above the Shipper Signature is provided for the legal statement that clarifies which rules and regulations apply to the shipment. The following is the recommended legal verbiage options.

<b>Truckload or Non-NMFC LTL Carriers:</b>	RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper.  ---OR---  Received subject to tariffs, classifications or contracts in effect on the date of issue of this bill of lading.
<b>NMFC LTL Carriers:</b> (Members of the NMFTA)	RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request; and all the terms and conditions of the NMFC Uniform Straight Bill of Lading.

**WARNING:** Any reference to the NMFC implies that at least one of the parties involved in the transaction is a member of the NMFTA. The majority of the retail shipments are done under separate contract between the carrier and the party routing and paying the freight expense. Caution should be taken on the legal statement used based on the potential for non-contract shipments initiated and paid for by the shipper.

## **I. Introduction**

2. Any legal/liability verbiage within VICS BOL can be modified based on the shippers' internal requirements.

3. **The legal statements shall be printed in point size 5 and within the space provided.**

### ***Supplement Page***

This standard Bill of Lading has been developed to accommodate as many shipping situations and needs as possible. The Supplement page has been developed only for those shippers that need additional space in the body of the Bill of Lading to list the customer order numbers and the commodity descriptions being shipped. **The Supplement shall not be used unless necessary for the additional lines and is not required to be used.** It is preferred that only one page includes all the Bill of Lading information.

**Important Note:** When the Supplement page is used, only the Grand Total cartons and weight are to be listed on the first page of the Bill of Lading. The shipper will state "See attached Supplement Page" in the body of the first page of the Bill of Lading, then list the detail customer order numbers and commodity types on the Supplement page only.

### ***Packing Lists***

**The Bill of Lading is not designed to be a packing list and should not be used as one.** Please check with trading partners whether any packing list needs to be shipped along with the goods or if it needs to be attached to the Bill of Lading.

### ***EDI Transaction Sets***

This Bill of Lading does not preclude trading partners from transferring the shipment information via EDI transaction sets to further expedite and standardize the data. Although paper copies of the Bill of Lading may be required as a delivery receipt at the consignee facility, this document fully supports related carrier EDI transaction sets. The use of EDI in place of or in addition to the Bill of Lading is strongly encouraged.

## **II. The Standard Bill of Lading Form**

Following is the standard Bill of Lading form in two versions:

1. Traditional portrait layout
2. Landscape version, meant for use when the Bill of Lading data is represented by a 2-dimensional bar code affixed to the Bill of Lading

**Please Note:** For both versions, the actual size of the form is the full 8 x 11 inches. The following form examples and the appendix examples are scaled to a size for presentation within the publishing media of this guideline document.

**The implementation goal date for use of the standard Bill of Lading form was January 2001.**

**Effective July 1 2003, the VICS standard 17-digit BOL number (see section III) became a mandatory part of the VICS standard Bill of Lading.**

Please see Section IV “Rules of Use for the standard Bill of Lading” for a detailed explanation of how the form is to be used. In addition, Appendix A-C shows examples of completed VICS Bills of Lading for truckload, LTL and consolidation shipments.



## II. The Standard Bill of Lading Form

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: _____		<b>BILL OF LADING</b>				Page _____					
<b>SHIP FROM</b>						Bill of Lading Number: _____  <b>BAR CODE SPACE</b>					
Name: _____ Address: _____ City/State/Zip: _____ SID#: _____ FOB: <input type="checkbox"/>											
<b>SHIP TO</b>											
Name: _____ Location #: _____ Address: _____ City/State/Zip: _____ CID#: _____ FOB: <input type="checkbox"/>						CARRIER NAME: _____ Trailer number: _____ Seal number(s): _____					
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>						<b>BAR CODE SPACE</b>					
Name: _____ Address: _____ City/State/Zip: _____											
SPECIAL INSTRUCTIONS: _____											
Freight Charge Terms: <i>(freight charges are prepaid unless marked otherwise)</i> Prepaid _____ Collect _____ 3 <sup>rd</sup> Party _____						<input type="checkbox"/> Master Bill of Lading: with attached underlying Bills of Lading (check box)					
<b>CUSTOMER ORDER INFORMATION</b>											
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>		<b>WEIGHT</b>		<b>PALLET/SLIP (CIRCLE ONE)</b>		<b>ADDITIONAL SHIPPER INFO</b>			
						Y    N					
						Y    N					
						Y    N					
						Y    N					
						Y    N					
<b>GRAND TOTAL</b>											
<b>CARRIER INFORMATION</b>											
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>		<b>H.M. (X)</b>		<b>COMMODITY DESCRIPTION</b>		<b>LTL ONLY</b>	
QTY	TYPE	QTY	TYPE					<small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>		NMFC #	CLASS
<b>GRAND TOTAL</b>											
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____."						COD Amount: \$ _____ Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>					
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b> RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request, and to all applicable state and federal regulations.						The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.  _____ Signature <span style="float: right;">Shipper</span>					
<b>SHIPPER SIGNATURE / DATE</b> This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the U.S. DOT.				<b>Trailer Loaded:</b> <input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		<b>Freight Counted:</b> <input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces		<b>CARRIER SIGNATURE / PICKUP DATE</b> Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the U.S. DOT emergency response guidebook or equivalent documentation in the vehicle.  <i>Property described above is received in good order, except as noted.</i>			

## II. The Standard Bill of Lading Form

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: \_\_\_\_\_ **SUPPLEMENT TO THE BILL OF LADING** Page \_\_\_\_\_  
 Bill of Lading Number: \_\_\_\_\_

CUSTOMER ORDER INFORMATION					
CUSTOMER ORDER NUMBER	# PKGS	WEIGHT	PALLET/SLIP (CIRCLE ONE)		ADDITIONAL SHIPPER INFO
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
<b>PAGE SUBTOTAL</b>					

CARRIER INFORMATION								
HANDLING UNIT		PACKAGE		WEIGHT	H.M. (X)	COMMODITY DESCRIPTION <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	LTL ONLY	
QTY	TYPE	QTY	TYPE				NMFC #	CLASS
						<b>PAGE SUBTOTAL</b>		

## II. The Standard Bill of Lading Form

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline information

Date:					<b>BILL OF LADING</b>					Page	
<b>SHIP FROM</b>					Bill of Lading Number:						
Name: Address: City/State/Zip: SID#:					CARRIER NAME:						
FOB: <input type="checkbox"/>					Trailer number: Seal number(s):						
<b>SHIP TO</b>					SCAC:						
Name: Location #:					Pro number:						
Address: City/State/Zip: CID#:					FOB: <input type="checkbox"/>						
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>					Freight Charge Terms: <i>(freight charges are prepaid unless marked otherwise)</i>						
Name: Address:					Prepaid _____ Collect _____ 3 <sup>rd</sup> Party _____						
City/State/Zip:					<input type="checkbox"/> Master Bill of Lading: with attached (check box) underlying Bills of Lading						
SPECIAL INSTRUCTIONS:											
CUSTOMER ORDER INFORMATION											
CUSTOMER ORDER NUMBER			# PKGS	WEIGHT	PALLET/ SLIP		ADDITIONAL SHIPPER INFO				
					Y	N					
					Y	N					
					Y	N					
					Y	N					
GRAND TOTALS											
CARRIER INFORMATION											
HANDLING UNIT		PACKAGE		WEIGHT	H.M. (X)	COMMODITY DESCRIPTION <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	LTL ONLY				
QTY	TYPE	QTY	TYPE				NMFC #	CLASS			
GRAND TOTAL											
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____"						COD Amount: \$ _____					
						Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>					
NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).											
RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request, and to all applicable state and federal regulations.						The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.  Shipper Signature _____					
<b>SHIPPER SIGNATURE / DATE</b>				<b>Trailer Loaded:</b>		<b>Freight Counted:</b>		<b>CARRIER SIGNATURE / PICKUP DATE</b>			
This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the U.S. DOT.				<input type="checkbox"/> By Shipper		<input type="checkbox"/> By Shipper		Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the U.S. DOT emergency response guidebook or equivalent documentation in the vehicle. <i>Property described above is received in good order, except as noted.</i>			
				<input type="checkbox"/> By Driver		<input type="checkbox"/> By Driver/pallets said to contain					
		<input type="checkbox"/> By Driver/Pieces									

SUPPLEMENTAL BAR CODE AREA
RECEIVING STAMP AREA

## II. The Standard Bill of Lading Form

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date:

**SUPPLEMENT TO THE BILL OF LADING**

Page .....

Bill of Lading Number: \_\_\_\_\_

CUSTOMER ORDER INFORMATION										
CUSTOMER ORDER NUMBER		# PKGS	WEIGHT	PALLET/SLIP (CIRCLE ONE)		ADDITIONAL SHIPPER INFO				
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
				Y	N					
<b>PAGE SUBTOTAL</b>										
CARRIER INFORMATION										
HANDLING UNIT		PACKAGE		WEIGHT	H.M. (X)	COMMODITY DESCRIPTION <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	LTL ONLY			
QTY	TYPE	QTY	TYPE				NMFC #	CLASS		
						<b>PAGE SUBTOTAL</b>				

<b>SUPPLEMENTAL BAR CODE AREA</b>

### III. The Standard Bill of Lading Number

A VICS standard Bill of Lading number has been developed in conjunction with the VICS Bill of Lading form. The VICS standard Bill of Lading number is based on UCC global standard identification system. It is a fixed length numeric number and is composed of sixteen digits and a check digit. The VICS BOL number structure supports its' use as a unique shipment identification tag within the total supply chain and as a primary key to corresponding shipment EDI data.

**The VICS standard Bill of Lading number is an identification number assigned by the shipper and is a mandatory part of the VICS standard Bill of Lading. The established industry goal date for the implementation of the standard Bill of Lading number was July 1, 2003.**

**Warning:** The recommended retention of the VICS BOL number uniqueness is 24 months.

#### **Companies with a EAN.UCC Company Prefix**

The EAN.UCC numbering format provides a globally unique number for each Bill of Lading that supports the whole supply chain. With a unique number, no Bill of Lading can be confused with another. The integrity of each Bill of Lading in a receiving file can be maintained regardless of how many shippers are sending in bills. This format is structured as follows:

- EAN.UCC Company prefix (for UCC assigned company prefixes, include the leading 0)
- Serial number (assigned by the shipper and unique for each Bill)
- Modulo 10 check digit (one digit, see following section for calculation instructions)

The EAN.UCC Company Prefix is the same prefix used in U.P.C. numbers and SSCC-18 numbers. For example, the Bill of Lading number 06141411234567890 is composed of a seven digit company prefix (0 plus the six digit prefix used in the U.P.C.), followed by a nine digit serial number and the check digit. The majority of U.S. companies have a fixed 6 digit company prefix. However, the UCC has begun to issue variable length company prefixes which is the common method used outside of North America by the EAN organization. The variable length company prefix impacts the capacity of unique number assignments available to a company. Variable length company prefixes range for 6 to 11 digits (See Figure 1 below).

Position #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
VICS BOL #	C	C	C	C	C	C	C/S	C/S	C/S	C/S	C/S	S	S	S	S	S	CD

**Figure 1: Impact of Variable Length Company Prefixes**

C = EAN.UCC assigned company prefix (minimum of six digits)

S = Company (Shipper) assigned unique serialized number

C/S = The section of the unique BOL number impacted by variable length company prefixes.

Depending upon the length of the assigned company prefix, this part of the number can be either part of the company prefix or part of the serialized number.

CD = Calculated check digit based on the Modulo 10 Algorithm (See next section and Figure 2)

A UCC Company Prefix can be obtained from the Uniform Code Council, Inc., 7887 Washington Village Drive, Dayton, OH 45459. Tel: (937) 435-3870.

### III. The Standard Bill of Lading Number

**Suggested Implementation option to minimize impact of change to legacy systems:**

A Supplier has legacy system applications that generate and use a seven (7) digit BOL number. Their EAN.UCC company prefix is **0111111**. The supplier can maintain their 7-digit BOL number (e.g., **1234567**) internally. The VICS BOL number can be supported by modifying the legacy system to generate the number by inserting the company prefix, adding appropriate number of zeros to the front of their existing BOL number to total 16-digits and calculating the check digit to be at the required 17-digits. This new 17-digit number would then be inserted on all external communications (e.g., BOL, EDI 856, 204, 214) where the BOL number is currently required.

Example: 0 1 1 1 1 1 1 **0 0** 1 2 3 4 5 6 7 **8**

**Companies without a EAN.UCC Company Prefix**

**Warning: This number is not guaranteed to be unique and could be replicated by another shipper.**

Companies without an EAN.UCC Company Prefix shall use the following format for the 17-digit Bill of Lading number.

- 04 (the first two digits must read exactly the number “04”)
- Number assigned by the shipper (fourteen digits)
- Modulo 10 check digit (one digit)

An example of the non-standard Bill of Lading number: 04123456789123450

**The Modulo 10 Check Digit Algorithm**

A check digit is used to validate the accuracy of the number. This is particularly important when the number is key entered. The check digit is calculated using the following Modulo 10 algorithm:

Position #	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Digit	0	6	1	4	1	4	1	1	2	3	4	5	6	7	8	9	

**Figure 2: Modulo 10 Example**

1. Set up a table as illustrated in Figure 2. Enter the first sixteen digits in the table (Positions 1 through 16). Position number seventeen is shaded because that is where the check digit will go.
2. Sum all the digits in the even numbered positions. Multiply the result by three. In this example the sum is 117.
3. Sum all the digits in the odd numbered positions. In this example the sum is 23.
4. Add the results of the previous two steps together. The check digit is the number required to round this number up to a multiple of ten. For example, the sum of the previous two steps is 140; therefore the check digit is zero in position 17.

### III. The Standard Bill of Lading Number

#### **Bar Codes for Bill of Lading Number, SCAC, and PRO**

The VICS BOL format allows space for the bar coding of the Bill of Lading number (see Figure 3 below) and carrier SCAC and PRO number (see Figure 4 below). **The implementation of a bar code for the above mentioned data is intended for carrier usage and is optional.**

When the bar code option is not implemented, consideration should be given to the space allowed for the bar code of the SCAC and/or PRO number. This space can also be used for the carrier proprietary PRO number sticker.

**WARNING:** The bar code symbology used **must** be the EAN.UCC-128. The Application Identifiers (AI's) are not part of the actual data. The AI is only used at the point of scanning to determine data type and/or size for application system processing. If you choose to implement the bar coding of the BOL number and/or SCAC and Pro# for a carrier, be sure that the carrier is aware of the above requirements.

#### **SCAC and PRO Format**

In a bar code, the following format is used for SCAC and PRO:

- Four (4) alpha characters for SCAC (as assigned to a given carrier by the NMFTA)
- If the SCAC is less than four characters in length, then a dash character (-) should be used to extend the field to four characters
- A maximum of twenty digits for PRO number
- The SCAC and/or Pro# **does not** have a check digit routine

Due to space limitations, numeric characters are recommended for the PRO number. If alpha characters are used, the number of characters that fit in the available space on the Bill of Lading is diminished considerably.

#### **EAN.UCC-128 Barcode Symbology**

The bar code symbology used for the Bill of Lading and the SCAC/PRO shall comply with EAN.UCC-128 standards. All EAN.UCC-128 bar codes contain an Application Identifier (AI) that defines the meaning of the data in the bar code. For the Bill of Lading number, the AI is always the number **402**. Parentheses are used in the human readable text under the bar code to set the AI 402 apart from the actual Bill of Lading number. For the SCAC/PRO, the AI used is always **9012K**.



(402) 06141411234567906

**Figure 3: Bill of Lading Bar Code**  
(actual size)



(9012K) SCAC12345678901234567890

**Figure 4: SCAC/PRO Bar Code**  
(actual size)

The bar codes should be at least 0.5” high, and have a minimum X dimension (narrow bar width) of 0.010”. **For additional technical information refer to the ANSI/UCC6 Application Standard For Sipping Container Codes or call the UCC Knowledge Center at 937-435-3870.**

(See Appendix A for examples of use)

## IV. Rules of Use for the Standard Bill of Lading

The guidelines to the Bill of Lading are designed so that the U.S. industry may benefit from a form that is consistent and understandable. The standard VICS BOL is intended for U.S. LTL and TL ground transport. It is particularly critical that all businesses using the form adhere to its design so that the supply chain may take advantage of these benefits. Listed below is additional detail regarding the use of the standard Bill of Lading.

1. Adjustments to the VICS Bill of Lading can be made based on the following guidelines:  
The geographical placement of data and data descriptions must be kept intact according to this standard. This is important to ensure that all parties within the supply chain will know where to locate the specific information they need.

Each section or data description area may be modified to fit the supply chain business requirements as follows:

- Spacing
- Column width
- Row height
- Removal of the data lines in the Customer and Carrier Information sections when either the form or data is computer printed.
- When the form is loaded into a software program, all sections shall be clearly identified and the appropriate form lines and headings must be present.
- To support North America cross boarder ground shipments, the section headings can be modified to include bilingual wording.

Note: If cube information is being provided, the cube data column should be inserted between the Weight and Pallet/Slip column in the Customer Order Section.

2. The following data must be 12-point **Bold**:

- |                          |                            |
|--------------------------|----------------------------|
| a) Bill of Lading number | c) Ship to Location number |
| b) SCAC/Pro number       | d) Customer Order Number   |

When printing processes do not allow for variances in point size and bolding, the above data must be displayed with adequate spacing and high quality printing to support ease of recognition and data entry by the carriers. The CID number shall be in 10-point and bolded. All other data input items may be in a 10-point or smaller (See Section I Page 3 & 4 on legal statements), no bolding.

3. Printing: The standard Bill of Lading may be duplicated and printed in multiple part forms by any printing company or shipper. If the Supplement page is used, the best practice has been to print the Supplement page(s) first, then print the front Bill of Lading page with the Grand Totals last. The Bill of Lading page must then be placed in front of the Supplement page(s).
4. Pagination: In general, each bill of lading (including any supplement pages) and attachments are considered separate documents. For example:
  - a) BOL with 3 supplement pages:  
BOL = page 1, Supplement = pages 2, 3 and 4
  - b) Master BOL with 2 underlying BOL's; underlying BOL's with 2 supplement pages:  
Master BOL = page 1, First underlying BOL = page 1, supplement pages = 2, 3  
Second underlying BOL = page 1, supplement pages = 2, 3.
  - c) BOL with an attachment (e.g., packing list and /or shipping manifest):  
BOL = page 1, attachment one = pages 1, 2..., attachment two = pages 1, 2....



## IV. Rules of Use for the Standard Bill of Lading

5. The Bill of Lading is not to be used as a packing list; the packing list is to be on a separate document. In addition, the following items are not part of the Bill of Lading and shall not be included on the Bill of Lading. However, these documents are considered as potential attachments to the Bill of Lading.
  - Packing List line item information.
  - Shipping Manifest - The Shipping Manifest is a document generated by the shipper for a customer pertaining to store shipments that are shipped to a customer specified intermediate location (i.e., distribution center, consolidator) with the individual cartons marked for specific store locations. The manifest contains store level detail that typically includes store location numbers, store addresses, customer order numbers, number of cartons per order per store and weight/cube totals.
  - Hazardous Item List (See Section VII. Hazardous Materials Regulations for instructions)

See Appendix E for recommended format, detailed data content explanation and examples.

6. The Canadian PARS sticker for customs belongs on the freight invoice, not on the Bill of Lading.
7. The information conveyed through EDI (e.g. EDI 856, 204, 211, 214) shall be consistent with the information on the paper Bill of Lading. This in no way implies that all information conveyed through any one EDI document will map one-to- one to the paper Bill of Lading.
8. When using the Supplement Page to list customer order number and commodity information, state "See attached Bill of Lading Supplement" in the body of the first page and begin listing the information on the supplement page. Only the grand total of the cartons and weight for the shipment will be detailed on the first page.
9. No Bill of Lading information shall be placed on the back of the Bill of Lading page. This area is reserved for the terms and conditions of the contract on the preprinted forms.
10. Additional printing considerations and options.
  - A. Data tags can be used in the Customer Order Information Section to identify multiple data elements that may be required by the consignee. For example;

<u>CUSTOMER ORDER NUMBER</u>	<u># PKGS</u>	<u>WEIGHT</u>	<u>PALLET/SLIP</u>	<u>ADDITIONAL SHIPPER INFO</u>
<b>PO</b> 123456789	200	500	Y	<b>Dept</b> 1234
<b>PO</b> 999999999	500	750	Y	<b>Dept</b> 4444

B. There are several options to indicate the Y and N in the Pallet /Slip column of the Customer Order Information section.

- Print both and circle one at the time the BOL is completed
- Print the Y or N as appropriate in the column
- Divide column into two sub-columns with a Y and N headings and print an X in the appropriate sub-column

See Appendices A, B, & C for examples of VICS BOL use

## V. Use of the Supplement to the Bill of Lading

The Supplement to the standard Bill of Lading was created to offer more lines for the shippers to fill in shipment data. The Supplement is not a separate Bill of Lading, but instead a continuation of the first page of the Bill of Lading. For this reason the Supplement has the same Bill of Lading number as the number on page one.

The Supplement was designed to reduce the need for creating a Master Bill of Lading because the shipper needs more lines to document the shipment information. **The Supplement is not required for the Bill of Lading.** It is preferred that only one page contain all the necessary information for that shipment. The Master Bill of Lading is now only needed for the shipping scenarios described in Section VI “Use as a Master Bill of Lading”. **In addition, the supplement page can be modified to reduce or eliminate either the Customer Order Information or Carrier Information section based on which one is needed to satisfy the need for additional space** (Appendix B).

If a shipper needs more lines on the Bill of Lading than are provided in the body of the Bill, use the Supplement page. **When the Supplement to the Bill of Lading is used, the shipper shall state in the body of the Bill of Lading, “See attached Bill of Lading Supplement”.** The shipment details shall be listed on the supplement page with a subtotal. The Grand total of all items listed in the supplement pages is recorded on the first page of the Bill of Lading.

The shipper is not to begin listing the shipment data on the Bill of Lading page and then continue listing the shipment data on the Supplement. If all shipment content data will not fit on the front page of the Bill of Lading, none of the data shall be entered on that page. All shipment data shall be listed on the Supplement page.

(See Appendix B for an example of use)

## VI. Use of Master Bill of Lading

A Master Bill of Lading is created for three shipment scenarios:

1. Consolidation shipments
2. Invoice per Bill of Lading per customer order
3. Truckload shipments with multiple stops

For these scenarios, the purpose of the Master Bill of Lading is to tie the underlying Bills of Lading together into one shipment for freight rating and billing purposes.

The standard Bill of Lading is used as a Master Bill of Lading by checking the “Master Bill of Lading” indicator box. The underlying Bill of Lading numbers shall be referenced in the Special Instructions field on the Master Bill of Lading. The Master Bill of Lading number shall be referenced in the Special Instructions field on the underlying Bills of Lading.

The development of the Supplement Page to the Bill of Lading eliminates the use of a Master Bill of Lading for the purpose of needing more lines to fit all the information on one page (see section V). The Master Bill of Lading shall not be used for this purpose.

Often a Master Bill of Lading, with underlying Bills of Lading attached, is used in conjunction with the 856 Ship Notice Manifest and the 214 Carrier Shipment Status EDI transaction sets. In this case, **the Master Bill of Lading number is the number that is transmitted on the EDI transaction sets representing that shipment.** Do not transmit the underlying Bill of Lading numbers as that causes confusion as to which Bill of Lading number is the one to be used.

The use of a Master Bill of Lading is a complex aspect of shipping that may be better shown by example. Below are business scenarios of how a Master Bill of Lading should be used.

### Business Scenarios:

#### 1) Consolidation Shipments (Appendix C, example 1)

The most common need for a Master Bill of Lading occurs when a shipper ships through a consolidator, or a flow through center, instead of shipping directly to the consignee warehouse or distribution center. In this scenario, multiple shipments of one or more customer orders are combined into one shipment from the shipper to the consolidation point.

One underlying Bill of Lading shall be made for each distribution center shipment, with a Master Bill of Lading summarizing the total shipment for the consolidator. The consolidator uses the underlying Bills of Lading to distribute the shipment to each distinct final ship point.

**The Master Bill of Lading number shall be sent on the related EDI transaction sets (specifically the EDI 856 and 214) to represent each shipment to the consignee.** For example, if there are three final ship points, the shipper will send three 856 transactions all including the same Master Bill of Lading number to represent each shipment. The underlying Bill of Lading numbers shall be printed in the Special Instructions space of the Master Bill of Lading and the Master Bill of Lading number shall be printed in the Special Instructions space of each underlying Bill of Lading.

## VI. Use of Master Bill of Lading

### 2) Invoicing per Customer Order Required (Appendix C, example 2)

A second need for a Master Bill of Lading occurs when the consignee requires the shipper to invoice on a per customer order basis. For example, the supplier receives three separate orders from their customer. All three orders need to ship at the same time and to the same location so the supplier will ship them all on the same trailer. Typically, this is one shipment that would have only one Bill of Lading covering all purchase orders.

However, due to the supplier system requirement of matching each invoice number with a Bill of Lading number, and the customer requirement that the supplier invoice each order separately, the supplier must create a Bill of Lading per order number. This often results in multiple Bills of Lading for one shipment to one destination. To combine the separate Bills of Lading together into one shipment, the supplier creates a Master Bill of Lading at the point of shipment.

**The Master Bill of Lading number shall be sent on the related EDI transaction sets (specifically the EDI 856 and 214) to represent each shipment to the consignee.** The underlying Bill of Lading numbers shall be printed in the Special Instructions space of the Master Bill of Lading and the Master Bill of Lading number shall be printed in the Special Instructions space of each underlying Bill of Lading.

### 3) Truckload Shipments with Multiple Stops (Appendix C, example 3)

The third use of a Master Bill of Lading occurs when a prepaid full truckload shipment is dispatched with multiple unloading destinations for the same consignee. This is considered a multiple stop-off shipment. Each stop on this shipment must have its own unique underlying Bill of Lading with its own Bill of Lading number to keep it clear that each stop is a separate shipment.

**Based on carrier agreements on multiple stop truckload shipments, the use of the Master Bill of Lading is optional.**

The Master Bill of Lading may be used to combine the individual Bills of Lading together for freight tracking, rating and billing. The Master Bill of Lading shall not include all the customer order detail; only the Grand Totals shall be listed on the Master. **State “See Attached Underlying Bills of Lading” on the Master Bill of Lading** so the carrier signs for the freight on each underlying Bill of Lading. Like the other scenarios, the underlying Bill of Lading numbers shall be printed in the Special Instructions space of the Master Bill of Lading. **It is crucial in this scenario that the numbers be listed in the sequence that they are to be unloaded.** For example, the underlying Bill of Lading number for the product that is loaded in the tail of the trailer will be listed first as stop #1, because that freight will be unloaded first. The Master Bill of Lading shall also clearly state “Multiple Stop Load”. As before, the Master Bill of Lading number shall be printed in the Special Instructions space of each underlying Bill of Lading.

**When a Master Bill of Lading is created, the Master Bill of Lading number shall be sent on the related EDI transaction sets (specifically the EDI 856 and 214) to represent each shipment to each consignee.** For example, if there are three unloading destinations, the shipper will send three 856 transactions all including the same Master Bill of Lading number to represent each shipment.

## VII. Hazardous Materials Regulations

This section does not attempt to explain the regulations governing hazardous material shipments nor does the standard Bill of Lading include specific fields for documenting the details of each hazardous commodity. However, the standard Bill of Lading can accommodate the necessary documentation provided that the shipper is familiar with the requirements and knows to include them on the Bill of Lading prior to shipment. **It is the shipper's responsibility to meet all of the US Department of Transportation regulations (49 CFR) for the transport and handling of hazardous material substances.**

The information required by the Department of Transportation regarding each hazardous substance shall be listed either in the Carrier Information section of the Bill of Lading, or as a separate attached hazardous item listing.

### **Carrier Information Section General Instructions For Documenting Hazardous Material:**

1. Hazardous items are to be listed before any non-hazardous items.
2. The H.M. column must be marked with an "X" for each hazardous item listed.
3. The size of the Commodity Description column can be modified to accommodate the required information per 49 CFR, 172.202 and 172.203. The hazardous material description consists of the following data elements: Proper shipping name, hazardous class, UN identification number, packing group and subsidiary hazardous class (es). Optional sequence: UN identification number, proper shipping name, hazard class, subsidiary hazard class (es) and packing group.

**WARNING:** The basic description must be as listed in the Hazardous Material Table in 172.101. The product description as listed by the National Motor Freight Classification is not required.

4. If the Supplement Page is used, the following usage rules for hazardous material shipments apply:
  - A. The following one line entry is placed in the Commodity Description column on the first page: "**Hazardous Material - See Attached Supplement Page(s)**".
  - B. The hazardous bill of lading with Supplement Pages should be numbered X of Y.
  - C. The general format and page title are not to be changed to make the Supplement Page a hazardous item listing. The format of the Supplement Page can be changed to display only the Carrier Information section.

5. The Commodity Description column can be modified to accommodate the hazardous material description (See Section IV The Rules of Use for the Standard Bill of Lading).

6. The emergency contact information must be placed either in the Special Instructions section or the space provided below the Shipper Signature / Date section.

**WARNING:** If specific handling units within the shipment have different consignors, refer to 49 CFR for placement of multiple emergency contact information requirements.

6. See Appendix G for Hazardous Material VICS BOL examples.

## VII. Hazardous Materials Regulations

### **General Instructions for separate Hazardous Item List:**

1. The first entry of the H.M. column in the Carrier Information section must be marked with an “X”.
2. In the corresponding line in the Commodity Description column reference the attachment as follows: “**Hazardous Material – See Attached Hazardous Item Listing**”.

**WARNING:** The product description as listed by the National Motor Freight Classification is not required.

3. The format and content of the hazardous item list is the responsibility of individual company interpretation of requirements as described in 49 CFR, 172 Subpart C – Shipping Papers.
4. The hazardous material description consists of the following data elements as per 49 CFR, 172.202 and 172.203: Proper shipping name, hazardous class, UN identification number, packing group and subsidiary hazardous class (es). Optional sequence: UN identification number, proper shipping name, hazard class, subsidiary hazard class (es) and packing group.

**WARNING:** The basic description must be as listed in the Hazardous Material Table in 49 CFR 172.101.

5. Emergency Contact information must be placed either in the Special Instructions section or space provided below the Shipper Signature / Date section.

**WARNING:** If specific handling units within the shipment have different consignors, refer to CFR 49 for placement of multiple emergency contact information requirements.

6. See Appendix G for VICS BOL examples.

## VIII. Mandatory vs. Conditional Data Fields

There are three types of information included on the Bill of Lading: Mandatory (M), Conditional (C) and Optional (O). Below is a consolidated list of each.

### **Mandatory Information:**

Ship From name, address and zip code  
Ship To name, address and zip code  
Bill of Lading Number  
Carrier Name  
Carrier SCAC  
Terms  
Number of Packages  
Weight  
Pallets/Slips (Y/N)  
Handling Unit Quantity & Type  
Commodity Description  
Trailer Loaded and Counted Indicator  
Shipper and Carrier Signatures

### **Conditional Information:**

Bill To name, address and zip code.....	If different from the Ship To address
Pro Number.....	If an LTL shipment
Trailer Number.....	If a truckload shipment
Seal Number.....	If a sealed shipment from one origin to one destination
Master BOL indicator.....	If underlying BOL's are attached
Special Instructions.....	If a Master Bill of Lading is used (See Section VI)
Customer Order Number.....	If shipment is in response to a purchase order
Package Quantity and Type.....	If shipment is unitized
Hazardous Material Indicator.....	If commodity is defined as hazardous (See Section VII)
NMFC number and class.....	If an LTL shipment
Receiving Stamp.....	If a truckload shipment

### **Optional Information:**

All other information is defined as Optional.

## IX. Data Field Descriptions

Each field is marked whether it is Mandatory (M), Conditional (C) or Optional (O) and is listed below in the order that they appear on the Bill of Lading.

### 1) “Ship From” Fields: (M)

Name: The company shipping the product.  
Address: The shipping street address. (An additional address line is optional)  
City, State, Zip: The shipping city, state and zip code.  
SID #: Optional: Shipment ID number, may be used to document if a number is applied by the shipper to this shipment.  
FOB: Optional: Data box to indicate (via “x” in box) that the FOB is based on the Ship From address.

### 2) “Ship To” Fields: (M)

Name: The company receiving the product.  
Address: The address where the product is physically delivered. (An additional address line is optional)  
City, State, Zip: The city, state, and zip where the product is physically delivered.  
CID #: Optional: Consignee ID number, may be used to document if a number is applied by the consignee to this shipment  
Location #: The number assigned to consignee’s ship to address, if applicable.  
FOB: Optional: Data box to indicate (via “x” in box) that the FOB is based on the Ship To address.

### 3) “Bill To” Fields: (C)

Only used if different from the “Ship From” company on prepaid shipments or the “Ship To” company on collect shipments.

Name: The company paying the freight invoice.  
Address: The address where the freight invoice is to be mailed. (An additional address line is optional)  
City, State, Zip: The city, state, and zip code where the freight invoice is to be mailed.

### 4) Special Instructions: (C)

To be used for directions to the carrier such as protected services and delivery instructions. Individual Bill of Lading numbers are listed in this space for shipments requiring the use of a Master Bill of Lading. If not enough space is provided in this area, the “additional shipper info” space may be used.

### 5) VICS (17-Digit) Bill of Lading Number: (M)

The Bill of Lading number is created by the shipper to identify a unique shipment. The Bill of Lading number shall not be identical to the carrier pro number, the customer order number, nor the date. The Bill of Lading number is transmitted on the 856 and 214 EDI transaction sets. See section III of this document for details about the VICS standard Bill of Lading number.

### 6) Bar Code Space: (O)

This space is reserved for bar coding of the Bill of Lading number and SCAC/Pro number. See Section III for more information about the bar code.



## IX. Data Field Descriptions

### Carrier Fields:

Name:	The full name of the carrier picking up the shipment. (M)
SCAC:	The four-letter alpha code identifying the carrier and assigned by the NMFTA.(M) (the NMFTA may be contacted at 703-838-1868)
Trailer Number:	Used if a truckload carrier hauls the shipment. (C)
Seal Number:	Used if the shipment is a full truckload from the origin to destination. (C)
Pro Number:	Used if an LTL carrier hauls the shipment. (C)

### 8) Terms: (M)

Indicates which party is invoiced and responsible for payment of the freight invoice.

### 9) Master Bill of Lading Indicator: (C)

If checked, indicates this is a Master Bill of Lading and has underlying Bills of Lading attached. The underlying Bill of Lading numbers shall be referenced in the special instructions.

### 10) Customer Order Information Section: (C)

Customer Order Number:	The number generated by the customer to identify the order.
# Packages:	The number of individual packages or cartons on the shipment, regardless of whether the product is unitized or not. When it is necessary to ship paperwork as part of the shipment, the paperwork handling unit (e.g., Carton / box / envelope) must be documented and included in the Customer Order Information or the Special Instructions section on the VICS BOL. The total number of packages should equal the total in the Carrier Information section.
Weight:	The weight of all the packages by customer order number (excluding the weight of pallets/Slip Sheets). The total weight in this section may not equal the total weight in the Carrier information section.
Pallet/Slip:	Indicates whether the product is unitized (i.e. pallets or slips). See Appendix C for examples of how to document this information using this column.
Additional Shipper Information:	Any other information requested by the customer. This space may also be used to document “special instructions” information if additional space is needed

### 11) Carrier Information:

Handling Unit:	Quantity:	The number of handling units listed by commodity type. (M)
	Type:	The type of handling unit, i.e. pallets, slips, cartons, bundles, rolls, drums. (M)
Package:	Quantity:	The number of packages or cartons listed by commodity type. The total number of packages should equal the total in the Customer Order Information section. (C)
	Type:	The type of package, i.e. cartons, bundles, rolls, drums. (C)
Weight:		The weight of the handling units (includes the weight of pallets, slip sheets, etc.) The total weight in this section may not equal the total weight in the Customer Order Information section. (M)
Hazardous Material:		Indicate “X” if the product shipped is classified as Hazardous Material. If marked, the shipment must follow the Hazardous

## IX. Data Field Descriptions

	Material requirements of the U.S. Department of Transportation 49 CFR. (See Section VII) (C)
Commodity Description:	The general product description as listed in the NMFC. (M)
NMFC Number:	The NMFC number tied to the commodity classification. (C)
Class:	The freight class of the commodity as classified by the NMFC. (C)

### 12) Receiving Stamp Space: (C)

This space is reserved for a truckload-receiving stamp. The receiving stamp is placed on the Bill of Lading for truckload shipments by the consignee and shall be placed in the right hand column.

### 13) Declared Value: (O)

Permits the shipper to document the value of the goods being shipped. The shipper typically pays a surcharge to the carrier to guarantee additional insurance coverage up to the full-declared value of the goods hauled. Only used for shipments riding under a contract that would not otherwise provide full insurance protection or do not refer to the NMFC for a release value. Most commonly used for small package or air carriers.

### 14) COD Section: (O)

Used when cash on delivery is required.

### 15) Non-Recourse Shipper's Signature (previously referred to as Section 7): (O)

Signed by the shipper when they need to protect themselves from default on the part of the consignee.

### 16) Shipper Signature/Date: (M)

Indicates that the shipper agrees that the information listed on the Bill of Lading is correct, that the documentation of the shipment follows the requirements of the U.S. DOT and confirms the date of the Bill of Lading signature.

### 17) Trailer Load/Freight Counted: (M)

Indicates which party loaded the trailer and which party counted the freight. Also indicates whether the driver for claims purposes counted pieces or pallets.

### 18) Carrier Signature/Pickup Date: (M)

Indicates that the carrier agrees to have received the entire product as listed on the Bill of Lading, that the shipment follows the requirements of the U.S. DOT, and documents the pickup date.

## **X. Glossary of Terms:**

### **ATA**

The American Trucking Association is a federation of associations, councils and conferences that represent the interests of the trucking industry; to influence Federal and State governmental actions; to advance the trucking industry's image, efficiency, competitiveness and profitability; to provide educational programs and industry research; and to promote highway and driver safety. ATA owns the copyrights to the Uniform Straight Bill of Lading as found in the NMFC.

### **Bill of Lading**

The document and/or contract used to record and transfer detail information pertaining to a unique shipment.

### **Bill of Lading Number**

The unique number assigned by the shipper in creating the Bill of Lading, which identifies the unique shipment (See Section III of this guideline).

### **Carton Packing List**

A list of the products being shipped within the carton or container. Used primarily for pick and pack shipments for receipt processing at the retail store location. The purpose is for communication to the final receiving destination to identify carton contents. The carton packing list commonly includes the total number of units per stock keeping unit (SKU). This information is not to be included on the Bill of Lading and is not intended as a carrier document.

### **CID Number**

Consignee Identification Number; a unique internal number assigned by the consignee for their own purposes. **Must not be the Bill of Lading number or the Pro number.** Examples are appointment numbers and authorization numbers.

### **Class**

A rating assigned to products based on their value and shipping characteristics, i.e. density and how the freight is packaged.

### **Collect**

The consignee pays for the freight costs from the shipper's door to their door.

### **COD**

Cash on Delivery: refers to the payment for the goods being shipped. If this section of the BOL is filled in, the carrier cannot deliver the goods until payment for the goods has been received.

### **Customer Order Number**

The number used by the customer to identify the purchase of the goods.

### **Declared Value**

Documents the dollar value of the goods being shipped. Full value rates are applied. Only necessary when the value of goods exceeds the carrier's defined shipment value or the shipper requests the carrier to purchase additional insurance to cover the value of the shipment. The carrier is responsible for the full liability if declared on the Bill of Lading.

## **X. Glossary of Terms:**

### **Delivery Manifest**

A carrier generated manifest that is a summary of LTL final destination shipments to a consignee. The delivery manifest may include the manifest control number, trailer number, PRO numbers, Hazardous Material indicator, purchase order numbers, weight and carton count.

### **DOT**

The abbreviation for the U.S. Department Of Transportation.

### **EAN**

The European Articles Numbering Organization. EAN is the equivalent of the UCC outside of North America (USA, Canada, Mexico). EAN works in cooperation with the UCC administrators and the EAN.UCC system. The EAN.UCC system consists of product and serialized identification codes, Application Identifiers and associated symbologies.

### **EAN.UCC Company Prefix**

Part of the international EAN.UCC Data Structures consisting of an EAN.UCC Prefix and Company Number, both of which are allocated by either the UCC or an EAN International Member Organization.

### **EDI 204 Motor Carrier Load Tender**

The Motor Carrier Load Tender is initiated by the shipper to a Truckload carrier. The carrier responds to a load tender using the EDI 990 (Response to Load Tender). The 204 is used to convey Bill of Lading and Customer Order information and may be used to tender loads from multiple origins to multiple destinations.

### **EDI 211 Motor Carrier Bill of Lading**

The Motor Carrier Bill of Lading is initiated by the shipper to a carrier as an electronic Bill of Lading. It is used to convey Bill of Lading and Customer Order information, but is not to be used as a load tender, legal Bill of Lading, pickup notification or appointment schedule.

### **EDI 214 Carrier Shipment Status**

The carrier sends the Carrier Shipment Status notice to the consignee and possibly to the shipper. The 214 includes the Bill of Lading information as well as the pickup date, ETA and schedule time at the consignee's facility.

### **EDI 215 Motor Carrier Pickup Manifest**

The Motor Carrier Pickup Manifest is initiated by the shipper to a small package carrier. The 215 provides the carrier a manifest of all shipments tendered to that carrier for a single day's activity from a single shipping location. The 215 can be used to convey a Bill of Lading Number, Customer Order number, shipper bar code and/or carrier bar code to the carrier for each shipment.

### **EDI 856 Ship Notice Manifest**

The shipper sends the Ship Notice Manifest to the consignee. The 856 is an electronic packing list that details the specific shipment attributes. It also includes the shipping container numbers that have been bar coded and applied to the cartons and/or pallets. The key common data elements between the EDI 214 and the EDI 856 are the Bill of Lading number, the customer order number, and the "ship to" location number.

## **X. Glossary of Terms:**

### **FOB**

Free On Board: The point at which the title of the goods passes from the shipper (seller) to the consignee (buyer).

### **Handling Unit**

The shipping unit level handled by the carrier when loaded on the trailer. For example, when cartons are unitized onto a pallet, the handling unit is the pallet. When cartons are tendered loose, i.e. not unitized, the handling unit is the carton.

### **LTL**

The abbreviation for Less Than Truckload ground transport within the U.S.

### **Master Bill**

A Bill of Lading used to summarize multiple Bills of Lading (commonly called underlying Bills of Lading), which represent one shipment. The Master Bill of Lading number shall be documented in the Special Instructions section of each underlying Bill of Lading.

### **NMFC**

The National Motor Freight Classification. The publication produced by the NMFTA that classifies all commodity types and establishes level of rates for a shipment. LTL Carriers that are members of the NMFTA subscribe to the NMFC and follow the commodity classifications.

### **NMFC Number**

The National Motor Freight Classification item number. The NMFC number is assigned by commodity type and is used by participating LTL carriers to determine the level of rates for a shipment.

### **NMFTA**

The National Motor Freight Traffic Association. The NMFTA is responsible for maintaining the NMFC and documenting carrier SCAC codes. See the "SCAC code" definition for information about obtaining a SCAC code or a copy of the list of all SCAC codes.

### **Pallet/Slip**

Pallets or Slips refers to the common types of unitizing cartons on a shipment.

### **Prepaid**

The shipper pays for the freight costs from origin to the consignee's dock.

### **Pro Number**

A unique number assigned by the carrier to identify a specific shipment.

### **Package**

The lowest level of shipping unit of an item. The packages may be unitized into a handling unit for shipment, e.g. pallet, slip.

### **Released Value**

Value of a shipment set by the shipper, which establishes maximum liability of the carrier. Usually results in lower freight rates.

## **X. Glossary of Terms:**

### **SCAC**

Standard Carrier Alpha Code. A four-letter alpha code uniquely identifying a carrier. Carrier SCAC codes are assigned and maintained by the National Motor Freight Traffic Association (NMFTA). To obtain a SCAC code or the list of all carrier SCAC's, contact the *NMFTA at 703-838-1868*.

### **Shipment**

The movement of freight from one origin point to one destination point.

### **Shipment Packing List**

A summary by customer order of the number of pieces per stock keeping unit (SKU) and associated carton count on the shipment. The purpose is for communication to the final receiving destination to be used for receipt check-in of cartons and/or units to the customer order. Not used for cross-dock shipments. This information is not to be included on the Bill of Lading.

### **Shipping Manifest**

The Shipping Manifest is a document generated by the shipper for a customer pertaining to store shipments that are shipped to a customer specified intermediate location (i.e., distribution center, consolidator) with the individual cartons marked for specific store locations. This is commonly referred to as Ship To / Marked For Cross Dock shipments. The manifest contains store level detail that typically includes store location numbers, store addresses, customer order numbers, number of cartons per order per store and weight/cube totals. See Appendix E for recommended format and examples of use with the VICS BOL.

### **SID #**

Shipper Identification Number, a unique internal number assigned by the shipper for their purposes. **Must not be the Bill of Lading number or the Pro number.** Examples of uses are as an invoice number, supplier code or location code.

### **Third Party**

The freight charges for a shipment are paid a party other than the shipper or consignee.

### **TL**

The abbreviation for Truck Load ground transport within the U.S.

### **UCC**

The Uniform Code Council, Inc., which in cooperation with EAN administers the EAN.UCC system. The EAN.UCC system consists of product and serialized identification codes, Application Identifiers, and associated symbologies.



### **VICS**

Voluntary Inter-industry Commerce Standards. VICS establishes cross-industry standards that simplify the flow of product and information in the general merchandise retail industry for retailers and suppliers. VICS is made up of executives whose efforts are directed at projects that will improve the timely and accurate flow of product and information between companies

**APPENDIX A: Example 1 - LTL Shipment using Bar Codes, Multiple Orders and Commodities**

**Characteristics: Carrier Information lists total cartons per NMFC#**

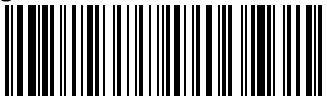

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>			Page 1			
<b>SHIP FROM</b>				Bill of Lading Number: <u>06141411234567890</u>  (402) 06141411234567890				
Name: <u>ABC Company</u> Address: <u>1000 ABC Drive</u> City/State/Zip: <u>Any City, AB, 10000</u> SID#: _____ FOB: <input type="checkbox"/>								
<b>SHIP TO</b>				CARRIER NAME: <u>LTL Transportation</u> Trailer number: _____ Seal number(s): _____				
Name: <u>XYZ Company</u> Location #: <u>0669</u> Address: <u>9000 XYZ Drive</u> City/State/Zip: <u>Some City, ZY 90000</u> CID#: _____ FOB: <input type="checkbox"/>								
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				SCAC: <u>ABCD</u> Pro number: <u>12345678901234567890</u>  (9012K) ABCD12345678901234567890				
Name: _____ Address: _____ City/State/Zip: _____								
SPECIAL INSTRUCTIONS:				Freight Charge Terms: ( <i>freight charges are prepaid unless marked otherwise</i> ) Prepaid _____ Collect <u>X</u> 3 <sup>rd</sup> Party _____				
				<input type="checkbox"/> (check box) Master Bill of Lading: with attached underlying Bills of Lading				
<b>CUSTOMER ORDER INFORMATION</b>								
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP</b>		<b>ADDITIONAL SHIPPER INFO</b>		
<u>45012345698</u>		<u>144 ctns</u>	<u>1152 lbs</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N			
<u>6805673</u>		<u>15 ctns</u>	<u>45 lbs</u>	<input type="radio"/> Y	<input checked="" type="radio"/> N			
				<input type="radio"/> Y	<input type="radio"/> N			
				<input type="radio"/> Y	<input type="radio"/> N			
				<input type="radio"/> Y	<input type="radio"/> N			
<b>GRAND TOTAL</b>		<u>159 ctns</u>	<u>1197 lbs</u>					
<b>CARRIER INFORMATION</b>								
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>COMMODITY DESCRIPTION</b> <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	<b>LTL ONLY</b>	
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>				<b>NMFC #</b>	<b>CLASS</b>
<u>1</u>	<u>plts</u>	<u>48</u>	<u>ctns</u>	<u>384 lbs</u>		<u>Sport Accessories</u>	<u>154865 00</u>	<u>70</u>
<u>2</u>	<u>plts</u>	<u>96</u>	<u>ctns</u>	<u>768 lbs</u>		<u>Video, Tape Recording</u>	<u>168955 03</u>	<u>92.5</u>
<u>15</u>	<u>ctns</u>	<u>15</u>	<u>ctns</u>	<u>45 lbs</u>		<u>Recordings, Sound, Disc, Tape</u>	<u>168945 01</u>	<u>100</u>
<u>18</u>		<u>159</u>		<u>1197 lbs</u>		<b>GRAND TOTAL</b>		
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____.				COD Amount: \$ _____ Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>				
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b> RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request. The shipper hereby certifies that he/she is familiar with all the terms and conditions of the NMFC Uniform Straight Bill of Lading, including those on the back thereof, and the said terms and conditions are hereby agreed to by the shipper and accepted for him/herself and his/her assigns.								
<b>SHIPPER SIGNATURE / DATE</b> This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.				Trailer Loaded: <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		Freight Counted: <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces		
				<b>CARRIER SIGNATURE / PICKUP DATE</b> Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. Property described above is received in good order, except as noted.				

**APPENDIX A: Example 2 - LTL Shipment using Bar Codes, Multiple Orders and Commodities**

**Characteristic:** Carrier Information lists the number of pallets, then details total cartons per NMFC#

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>			Page 1			
<b>SHIP FROM</b>				Bill of Lading Number: <u>06141411234567890</u>  (402) 06141411234567890				
Name: <u>ABC Company</u> Address: <u>1000 ABC Drive</u> City/State/Zip: <u>Any City, AB, 10000</u> SID#: _____ FOB: <input type="checkbox"/>								
<b>SHIP TO</b>				CARRIER NAME: <u>LTL Transportation</u> Trailer number: _____ Seal number(s): _____				
Name: <u>XYZ Company</u> Location #: <u>0669</u> Address: <u>9000 XYZ Drive</u> City/State/Zip: <u>Some City, ZY 90000</u> CID#: _____ FOB: <input type="checkbox"/>								
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				SCAC: <u>ABCD</u> Pro number: <u>12345678901234567890</u>  (9012K) ABCD12345678901234567890				
Name: _____ Address: _____ City/State/Zip: _____								
SPECIAL INSTRUCTIONS:				Freight Charge Terms: ( <i>freight charges are prepaid unless marked otherwise</i> ) Prepaid _____ Collect <u>X</u> 3 <sup>rd</sup> Party _____				
				<input type="checkbox"/> (check box) Master Bill of Lading: with attached underlying Bills of Lading				
<b>CUSTOMER ORDER INFORMATION</b>								
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>	<b>ADDITIONAL SHIPPER INFO</b>			
<u>45012345698</u>		<u>350 ctns</u>	<u>1750 lbs</u>	(Y) N				
<u>6805673</u>		<u>50 ctns</u>	<u>250 lbs</u>	(Y) N				
				Y N				
				Y N				
				Y N				
<b>GRAND TOTAL</b>		<u>400 ctns</u>	<u>2000 lbs</u>					
<b>CARRIER INFORMATION</b>								
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>COMMODITY DESCRIPTION</b> <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	<b>LTL ONLY</b>	
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>				<b>NMFC #</b>	<b>CLASS</b>
<u>5</u>	<u>plts</u>	<u>100</u>	<u>ctns</u>	<u>500 lbs</u>		<u>Sport Accessories</u>	<u>154865 00</u>	<u>70</u>
		<u>250</u>	<u>ctns</u>	<u>1250 lbs</u>		<u>Video, Tape Recording</u>	<u>168955 03</u>	<u>92.5</u>
		<u>50</u>	<u>ctns</u>	<u>250 lbs</u>		<u>Recordings, Sound, Disc, Tape</u>	<u>168945 01</u>	<u>100</u>
<u>5</u>		<u>400</u>		<u>2000 lbs</u>		<b>GRAND TOTAL</b>		
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____.					COD Amount: \$ _____ Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>			
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. - 14706(c)(1)(A) and (B).</b>							RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request. The shipper hereby certifies that he/she is familiar with all the terms and conditions of the NMFC Uniform Straight Bill of Lading, including those on the back thereof, and the said terms and conditions are hereby agreed to by the shipper and accepted for him/herself and his/her assigns.	
This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.					Trailer Loaded: <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		Freight Counted: <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces	
					Signature _____ Shipper CARRIER SIGNATURE / PICKUP DATE Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. Property described above is received in good order, except as noted.			



**APPENDIX A: Example 3 - LTL Shipment using Bar Codes, Multiple Orders and Commodities**

**Characteristic:** Modified format with no data lines and bar codes.

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>				Page 1				
<b>SHIP FROM</b>					Bill of Lading Number: <u>06141411234567890</u>					
Name: <i>ABC Company</i> Address: <i>1000 ABC Drive</i> City/State/Zip: <i>Any City, AB, 10000</i> SID#: _____ FOB: <input type="checkbox"/>										
<b>SHIP TO</b>					CARRIER NAME: <u>LTL Transportation</u>					
Name: <i>XYZ Company</i> Location #: <u>0669</u> Address: <i>9000 XYZ Drive</i> City/State/Zip: <i>Some City, ZY 90000</i> CID#: _____ FOB: <input type="checkbox"/>					Trailer number: _____					
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>					Seal number(s): _____					
					SCAC: <b>ABCD</b> Pro number: <b>12345678901234567890</b>					
Name: _____ Address: _____ City/State/Zip: _____					Freight Charge Terms: <i>(freight charges are prepaid unless marked otherwise)</i>					
SPECIAL INSTRUCTIONS:					Prepaid _____					
					<input type="checkbox"/> Collect <u>X</u> 3 <sup>rd</sup> Party (check box) _____ <input type="checkbox"/> Master Bill of Lading: with attached (check box) underlying Bills of Lading					
<b>CUSTOMER ORDER INFORMATION</b>										
<b>CUSTOMER ORDER NUMBER</b>		<b>WEIGHT</b>		<b>PALLET</b>		<b>ADDITIONAL SHIPPER INFO</b>				
<b>45012345698</b>		<i>350 ctns</i>		<i>1750 lbs</i>		<b>Y</b>				
<b>6805673</b>		<i>50 ctns</i>		<i>250 lbs</i>		<b>Y</b>				
<b>GRAND TOTAL</b>		<i>400 ctns</i>		<i>2000 lbs</i>						
<b>CARRIER INFORMATION</b>										
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>		<b>COMMODITY DESCRIPTION</b>		<b>LTL ONLY</b>		
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>			<b>H.M.</b>	Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360		<b>NMFC #</b>	<b>CLASS</b>
<i>5</i>	<i>plts</i>	<i>100</i>	<i>ctns</i>	<i>500 lbs</i>	<i>(X)</i>	<i>Sport Accessories</i>		<i>154865 00</i>	<i>70</i>	
		<i>250</i>	<i>ctns</i>	<i>1250 lbs</i>		<i>Video, Tape Recording</i>		<i>168955 03</i>	<i>92.5</i>	
		<i>50</i>	<i>ctns</i>	<i>250 lbs</i>		<i>Recordings, Sound, Disc, Tape</i>		<i>168945 01</i>	<i>100</i>	
<b>5</b>		<b>400</b>		<b>2000 lbs</b>		<b>GRAND TOTAL</b>				
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____.					<b>COD Amount: \$ _____</b>					
					<b>Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/></b>					
					<b>Customer check acceptable: <input type="checkbox"/></b>					
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b>										
RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request. The shipper hereby certifies that he/she is familiar with all the terms and conditions of the NMFC Uniform Straight Bill of Lading, including those on the back thereof, and the said terms and conditions are hereby agreed to by the shipper and accepted for him/herself and his/her assigns.					The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.					
<b>SHIPPER SIGNATURE / DATE</b> <small>This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.</small>					Trailer Loaded:		Freight Counted:		<b>CARRIER SIGNATURE / PICKUP DATE</b> <small>Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle.  <i>Property described above is received in good order, except as noted.</i></small>	
					<input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		<input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces			

**APPENDIX A: Example 4 - LTL Shipment using Bar Codes, Multiple Orders and Commodities**

**Characteristics:** Special Instructions section expanded, Carrier and Customer Information sections shortened and no barcodes.

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>			Page 1	
<b>SHIP FROM</b>				Bill of Lading Number: <u>06141411234567890</u>		
Name: <i>ABC Company</i> Address: <i>1000 ABC Drive</i> City/State/Zip: <i>Any City, AB, 10000</i> SID#: _____ FOB: <input type="checkbox"/>						
<b>SHIP TO</b>				CARRIER NAME: <u>LTL Transportation</u>		
Name: <i>XYZ Co. C/o</i> Location #: <u>0669</u> <i>Consolidator KLM</i> Address: <i>9000 XYZ Drive</i> City/State/Zip: <i>Some City, ZY 90000</i> CID#: _____ FOB: <input type="checkbox"/>				Trailer number:  Seal number(s):		
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				SCAC: <b>ABCD</b>		
Name: Address: City/State/Zip:				Pro number: <b>12345678901234567890</b>		
Name: Address: City/State/Zip:				Freight Charge Terms: <i>(freight charges are prepaid unless marked otherwise)</i>		
				Prepaid _____ Collect <u>X</u> 3 <sup>rd</sup> Party _____		
				<input checked="" type="checkbox"/> Master Bill of Lading: with attached underlying Bills of Lading <small>(check box)</small>		
SPECIAL INSTRUCTIONS: Underlying Bill of Lading Numbers: 23456789012345678901, 34567890123456789012, 45678901234567890123, 56789012345678901234, 67890123456789012345, 78901234567890123456						
<b>MUST DELIVER BY 9/9/00. PLEASE CALL FOR DELIVERY APPOINTMENT @ 732-555-1515</b>						
<b>IMPORTANT! MAINTAIN TRAILER 45 DEGREE TEMPERATURE</b>						
<b>PRODUCT IS LOADED ON CHEP PALLETS</b>						
<b>CUSTOMER ORDER INFORMATION</b>						
CUSTOMER ORDER NUMBER		# PKGS	WEIGHT	PALLET/SLIP (CIRCLE ONE)		ADDITIONAL SHIPPER INFO
<b>45012345698</b>		<i>1000 ctns</i>	<i>10000 lbs</i>	<input checked="" type="radio"/> Y	<input type="radio"/> N	
				<input type="radio"/> Y	<input type="radio"/> N	
<b>GRAND TOTAL</b>		<i>1000 ctns</i>	<i>10000 lbs</i>			
<b>CARRIER INFORMATION</b>						
HANDLING UNIT		PACKAGE		WEIGHT	H.M. (X)	COMMODITY DESCRIPTION
QTY	TYPE	QTY	TYPE			NMFC #
<i>20</i>	<i>plts</i>	<i>1000</i>	<i>ctns</i>	<i>10000 lbs</i>		<i>Candy</i>
<i>20</i>		<i>1000</i>		<i>10000 lbs</i>		<b>GRAND TOTAL</b>
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____."				COD Amount: \$ _____		
				Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>		
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b>						
RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request. The shipper hereby certifies that he/she is familiar with all the terms and conditions of the NMFC Uniform Straight Bill of Lading, including those on the back thereof, and the said terms and conditions are hereby agreed to by the shipper and accepted for him/herself and his/her assigns.				The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.		
<b>SHIPPER SIGNATURE / DATE</b> This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.				Trailer Loaded:		Signature _____ Shipper
				Freight Counted:		
				<input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		
				<input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces		
				<b>CARRIER SIGNATURE / PICKUP DATE</b> Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. <i>Property described above is received in good order, except as noted</i>		

**APPENDIX A: Example 5 – Garments on Hangers (GOH)**

**Characteristics: Examples of documenting GOH shipments.**

**Example 1: Shipment contains all GOH and each garment is a shipping unit.**

CUSTOMER ORDER INFORMATION								
CUSTOMER ORDER NUMBER		# PKGS	WEIGHT	PALLET/SLIP		ADDITIONAL SHIPPER INFO		
45012345698		1000	1500 lbs			GOH or Garments on Hangers		
			....OR....					
45012345698		1000 goh	1500 lbs					
GRAND TOTAL		1000	1500 lbs					
CARRIER INFORMATION								
HANDLING UNIT		PACKAGE		WEIGHT	H.M. (X)	COMMODITY DESCRIPTION <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	LTL ONLY	
QTY	TYPE	QTY	TYPE				NMFC #	CLASS
1000	pcs.	1000	pcs.	1500 lbs.		GOH --Assorted Dresses		
				...OR...				
1000	goh	1000	goh.	1500 lbs.		GOH --Assorted Dresses		
1000		1000		1500lbs		GRAND TOTAL		

**Example 2: GOH is bundled ( Four selling units per bundle) and carrier signing for bundles**

CUSTOMER ORDER INFORMATION								
CUSTOMER ORDER NUMBER		# PKGS	WEIGHT	PALLET/SLIP (CIRCLE ONE)		ADDITIONAL SHIPPER INFO		
45012345698		250 ctns	1500 lbs	<input type="radio"/>		Bundled GOH		
			....OR....					
45012345698		250 bdls	1500 lbs			Bundled GOH		
GRAND TOTAL		250	1500 lbs					
CARRIER INFORMATION								
HANDLING UNIT		PACKAGE		WEIGHT	H.M. (X)	COMMODITY DESCRIPTION <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	LTL ONLY	
QTY	TYPE	QTY	TYPE				NMFC #	CLASS
250	ctns	250	ctns	1500 lbs		GOH Assorted Dresses		
				....OR....				
250	bdls	250	bdls	1500 lbs		GOH Assorted Dresses		
250		1000		1500lbs		GRAND TOTAL		



**Example 3: Mixed Cartons and GOH (Carrier signing for the GOH selling units and cartons).**

CUSTOMER ORDER INFORMATION								
CUSTOMER ORDER NUMBER		# PKGS	WEIGHT	PALLET/SLIP (CIRCLE ONE)		ADDITIONAL SHIPPER INFO		
45012345698		100 ctns	600 lbs	<input checked="" type="radio"/>	N			
45012345698		150 bdls	900 lbs			Bundled GOH		
GRAND TOTAL		250	1500 lbs					
CARRIER INFORMATION								
HANDLING UNIT		PACKAGE		WEIGHT	H.M. (X)	COMMODITY DESCRIPTION <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	LTL ONLY	
QTY	TYPE	QTY	TYPE				NMFC #	CLASS
100	ctns	100	ctns	600 lbs		Assorted Slacks	1548650	70
150	bdls	600	goh	900 lbs		GOH- Assorted Dresses		
250		250		1500 lbs		GRAND TOTAL		

**APPENDIX B: Example 1 - Use of the Supplement to the Bill of Lading on a Truckload Shipment**

**Characteristics:** Customer Order Information on **standard** format of Supplement Page.

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>			Page 1	
<b>SHIP FROM</b>				Bill of Lading Number: <u>6141411234567890</u>  (402) 06141411234567890		
Name: <i>ABC Company</i> Address: <i>1000 ABC Drive</i> City/State/Zip: <i>Any City, AB, 10000</i> SID#: _____ FOB: <input type="checkbox"/>						
<b>SHIP TO</b>				CARRIER NAME: <u>Truckload Transportation</u> Trailer number: <i>EFGH56789</i> Seal number(s): <i>654328971</i>		
Name: <i>XYZ Company</i> Location #: <u>0669</u> Address: <i>9000 XYZ Drive</i> City/State/Zip: <i>Some City, ZY 90000</i> CID#: _____ FOB: <input type="checkbox"/>						
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				SCAC: <b>EFGH</b> Pro number: <b>12345678901234567890</b>  (9012K) EFGH12345678901234567890		
Name: _____ Address: _____ City/State/Zip: _____						
SPECIAL INSTRUCTIONS:				Freight Charge Terms: <i>(freight charges are prepaid unless marked otherwise)</i> Prepaid _____ Collect <u>X</u> 3 <sup>rd</sup> Party _____		
				<input type="checkbox"/> (check box) Master Bill of Lading: with attached underlying Bills of Lading		
<b>CUSTOMER ORDER INFORMATION</b>						
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>		<b>ADDITIONAL SHIPPER INFO</b>
				Y	N	
<b>SEE ATTACHED</b>				Y	N	
<b>SUPPLEMENT PAGE</b>				Y	N	
				Y	N	
				Y	N	
<b>GRAND TOTAL</b>		<i>2166 ctns</i>	<i>14978 lbs</i>			
<b>CARRIER INFORMATION</b>						
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>COMMODITY DESCRIPTION</b> <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>			
<i>23</i>	<i>plts</i>	<i>2076</i>	<i>ctns</i>	<i>14295 lbs</i>		<i>Box Clothing in Bulk</i>
<i>90</i>	<i>ctns</i>	<i>90</i>	<i>ctns</i>	<i>683 lbs</i>		<i>Box Clothing in Bulk</i>
<i>113</i>		<i>2166</i>		<i>14978 lbs</i>		<b>GRAND TOTAL</b>
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____."				COD Amount: \$ _____ Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>		
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b>						
RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request, and to all applicable state and federal regulations.				The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges. _____ Shipper Signature		
<b>SHIPPER SIGNATURE / DATE</b>		<b>Trailer Loaded:</b>		<b>Freight Counted:</b>		<b>CARRIER SIGNATURE / PICKUP DATE</b>
This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.		<input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		<input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input checked="" type="checkbox"/> By Driver/Pieces		Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. _____ Property described above is received in good order, except as noted.

**APPENDIX B: Example 1 - Use of the Supplement to the Bill of Lading on a Truckload Shipment**

**Characteristics:** Standard format of Supplement Page not modified.

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999

**SUPPLEMENT TO THE BILL OF LADING**

**Page 2**

**Bill of Lading Number:**

**06141411234567890**

**CUSTOMER ORDER INFORMATION**

CUSTOMER ORDER NUMBER	# OF PKGS	WEIGHT (lbs)	PALLET/SLIP (CIRCLE ONE)		ADDITIONAL SHIPPER INFO
			Y	N	
160763145	25	288	Y	(N)	25 floor loaded loose
16763642	160	800	Y	(N)	
160763643	201	1005	Y	(N)	1 floor loaded loose
160758227	206	1836	Y	(N)	6 floor loaded loose
16763646	135	810	Y	(N)	
160763648	305	2430	Y	(N)	5 floor loaded loose
160763756669	882	5280	Y	(N)	
107636459	161	805	Y	(N)	31 floor loaded loose
16044763209	69	1587	Y	(N)	
160758224	22	137	Y	(N)	
			Y	N	<i>Envelope: Bill of Lading to travel</i>
			Y	N	<i>with shipment</i>
			Y	N	
			Y	N	
<b>PAGE SUBTOTAL</b>	2166	14978			


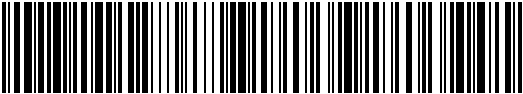
**CARRIER INFORMATION**

HANDLING UNIT		PACKAGE		WEIGHT	H.M (X)	COMMODITY DESCRIPTION <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	LTL ONLY	
QTY	TYPE	QTY	TYPE				NMFC #	CLASS
						<b>PAGE SUBTOTAL</b>		

**APPENDIX B: Example 2 - Use of the Supplement to the Bill of Lading on a Truckload Shipment**

**Characteristics:** Customer Order Information on **modified** format of Supplement Page.

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>			Page 1				
<b>SHIP FROM</b>				Bill of Lading Number: <u>06141411234567890</u>  (402) 06141411234567890					
Name: <i>ABC Company</i> Address: <i>1000 ABC Drive</i> City/State/Zip: <i>Any City, AB, 10000</i> SID#: _____ FOB: <input type="checkbox"/>									
<b>SHIP TO</b>				CARRIER NAME: <u>Truckload Transportation</u> Trailer number: <i>EFGH56789</i> Seal number(s): <i>654328971</i>					
Name: <i>XYZ Company</i> Location #: <u>0669</u> Address: <i>9000 XYZ Drive</i> City/State/Zip: <i>Some City, ZY 90000</i> CID#: _____ FOB: <input type="checkbox"/>									
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				SCAC: <b>EFGH</b> Pro number: <b>12345678901234567890</b>  (9012K) EFGH12345678901234567890					
Name: _____ Address: _____ City/State/Zip: _____									
SPECIAL INSTRUCTIONS:				Freight Charge Terms: ( <i>freight charges are prepaid unless marked otherwise</i> ) Prepaid _____ Collect <u>X</u> 3 <sup>rd</sup> Party _____					
				<input type="checkbox"/> (check box) Master Bill of Lading: with attached underlying Bills of Lading					
<b>CUSTOMER ORDER INFORMATION</b>									
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>		<b>ADDITIONAL SHIPPER INFO</b>			
				Y	N				
<b>SEE ATTACHED SUPPLEMENT PAGE</b>				Y	N				
				Y	N				
				Y	N				
<b>GRAND TOTAL</b>		<i>690</i>	<i>6900 lbs</i>						
<b>CARRIER INFORMATION</b>									
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>COMMODITY DESCRIPTION</b> <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	<b>LTL ONLY</b>		
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>				<b>NMFC #</b>	<b>CLASS</b>	
<i>690</i>	<i>ctns</i>	<i>690</i>	<i>ctns</i>	<i>6900 lbs</i>		<i>Box Clothing in Bulk</i>			
<b>690</b>		<b>690</b>		<b>6900 lbs</b>		<b>GRAND TOTAL</b>			
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____.				COD Amount: \$ _____ Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>					
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b>							RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request, and to all applicable state and federal regulations.		
<b>SHIPPER SIGNATURE / DATE</b> This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.				Trailer Loaded: <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		Freight Counted: <input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input checked="" type="checkbox"/> By Driver/Pieces		<b>CARRIER SIGNATURE / PICKUP DATE</b> Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. Property described above is received in good order, except as noted.	

APPENDIX B: Example 2 - Use of the Supplement to the Bill of Lading on a Truckload Shipment

Characteristics: Supplement Page modified to show Customer Order Information only



VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		SUPPLEMENT TO THE BILL OF LADING			Page 2
Bill of Lading Number: <b>06141411234567890</b>					
CUSTOMER ORDER INFORMATION					
CUSTOMER ORDER NUMBER	# OF PKGS	WEIGHT (lbs)	PALLET/SLIP (CIRCLE ONE)		ADDITIONAL SHIPPER INFO
1234567	10	100	Y	<input type="radio"/> N	
2345678	20	200	Y	<input type="radio"/> N	
3456789	10	100	Y	<input type="radio"/> N	
4567890	20	200	Y	<input type="radio"/> N	
5678901	30	300	Y	<input type="radio"/> N	
6789012	20	200	Y	<input type="radio"/> N	
7890123	10	100	Y	<input type="radio"/> N	
8901234	30	300	Y	<input type="radio"/> N	
9012345	10	100	Y	<input type="radio"/> N	
0123456	20	200	Y	<input type="radio"/> N	
12345678	10	100	Y	<input type="radio"/> N	
23456789	30	300	Y	<input type="radio"/> N	
34567890	40	400	Y	<input type="radio"/> N	
45678901	20	200	Y	<input type="radio"/> N	
56789012	30	300	Y	<input type="radio"/> N	
67890123	10	100	Y	<input type="radio"/> N	
78901234	20	200	Y	<input type="radio"/> N	
89012345	30	300	Y	<input type="radio"/> N	
90123456	50	500	Y	<input type="radio"/> N	
01234567	40	400	Y	<input type="radio"/> N	
98765432	10	100	Y	<input type="radio"/> N	
87654321	10	100	Y	<input type="radio"/> N	
76543210	10	100	Y	<input type="radio"/> N	
65432109	20	200	Y	<input type="radio"/> N	
54321098	30	300	Y	<input type="radio"/> N	
43210987	10	100	Y	<input type="radio"/> N	
32109876	20	200	Y	<input type="radio"/> N	
21098765	30	300	Y	<input type="radio"/> N	
10987654	10	100	Y	<input type="radio"/> N	
09876543	10	100	Y	<input type="radio"/> N	
9876543	10	100	Y	<input type="radio"/> N	
8765432	20	200	Y	<input type="radio"/> N	
7654321	40	400	Y	<input type="radio"/> N	
<b>PAGE SUBTOTAL</b>		<b>690</b>	<b>6900</b>		

**APPENDIX B: Example 3 - Use of the Supplement to the Bill of Lading on a LTL Shipment**

**Characteristic: Carrier Information on modified Supplement Page**

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>			Page 1			
<b>SHIP FROM</b>				Bill of Lading Number: <u>06141411234567890</u>  (402) 06141411234567890				
Name: <u>ABC Company</u> Address: <u>1000 ABC Drive</u> City/State/Zip: <u>Any City, AB, 10000</u> SID#: _____ FOB: <input type="checkbox"/>								
<b>SHIP TO</b>				CARRIER NAME: <u>LTL Transportation</u> Trailer number: _____ Seal number(s): _____ SCAC: <b>ABCD</b> Pro number: <b>12345678901234567890</b>  (9012K) ABCD12345678901234567890				
Name: <u>XYZ Company</u> Location #: <u>0669</u> Address: <u>9000 XYZ Drive</u> City/State/Zip: <u>Some City, ZY 90000</u> CID#: _____ FOB: <input type="checkbox"/>								
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				Freight Charge Terms: <i>(freight charges are prepaid unless marked otherwise)</i> Prepaid _____ Collect <u>X</u> 3 <sup>rd</sup> Party _____ <input type="checkbox"/> Master Bill of Lading: with attached underlying Bills of Lading (check box)				
Name: _____ Address: _____ City/State/Zip: _____								
SPECIAL INSTRUCTIONS:								
<b>CUSTOMER ORDER INFORMATION</b>								
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>		<b>ADDITIONAL SHIPPER INFO</b>		
<u>45012345698</u>		<u>500 ctns</u>	<u>2500 lbs</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N			
<u>6805673</u>		<u>450 ctns</u>	<u>2250 lbs</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N			
<u>6789102</u>		<u>50 ctns</u>	<u>250 lbs</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N			
				<input type="radio"/> Y	<input type="radio"/> N			
				<input type="radio"/> Y	<input type="radio"/> N			
<b>GRAND TOTAL</b>		<u>1000 ctns</u>	<u>5000 lbs</u>					
<b>CARRIER INFORMATION</b>								
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>COMMODITY DESCRIPTION</b> <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	<b>LTL ONLY</b>	
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>				<b>NMFC #</b>	<b>CLASS</b>
<b>See Attached Supplement Page</b>								
<u>13</u>		<u>1000</u>		<u>5000 lbs</u>			<b>GRAND TOTAL</b>	
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: *The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____.						COD Amount: \$ _____ Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>		
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. - 14706(c)(1)(A) and (B).</b>								
RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request. The shipper hereby certifies that he/she is familiar with all the terms and conditions of the NMFC Uniform Straight Bill of Lading, including those on the back thereof, and the said terms and conditions are hereby agreed to by the shipper and accepted for him/herself and his/her assigns.						The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges. _____ Shipper Signature		
<b>SHIPPER SIGNATURE / DATE</b> This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.			<b>Trailer Loaded:</b> <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		<b>Freight Counted:</b> <input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input checked="" type="checkbox"/> By Driver/Pieces		<b>CARRIER SIGNATURE / PICKUP DATE</b> Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. Property described above is received in good order, except as noted.	



**APPENDIX B: Example 3 - Use of the Supplement to the Bill of Lading on a LTL Shipment**

**Characteristics: Supplement Page modified to show Carrier Information only.**



VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

HANDLING UNIT		PACKAGE		WEIGHT (lbs)	H.M (X)	COMMODITY DESCRIPTION <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	LTL ONLY		
QTY	TYPE	QTY	TYPE				NMFC #	CLASS	
Date: 02/01/1999		<b>SUPPLEMENT TO THE BILL OF LADING</b>				Page 2			
						<b>Bill of Lading Number: 06141411234567890</b>			
CARRIER INFORMATION									
1	plts	50	ctns	100		Sport Accessories	154865 00	70	
		20	ctns	100		Clothing NOI	049880 03		
1	plts	20	ctns	50		Video, Tape Recording	168955 03	92.5	
		20	ctns	100		Clothing NOI	049880 03		
		20	ctns	100		Sport Accessories	154865 00	70	
		5	ctns	150		Video, Tape Recording	168955 03	92.5	
		5	ctns	50		Recordings, Sound, Disc, Tape	168945 01	100	
1	plts	20	ctns	50		Clothing NOI	049880 03		
		20	ctns	50		Cotton Hosiery	049940 00		
		40	ctns	100		Sport Accessories	154865 00	70	
1	plts	50	ctns	250		Clothing NOI	049880 03		
		20	ctns	100		Recordings, Sound, Disc, Tape	168945 01	100	
		10	ctns	50		Sport Accessories	154865 00	70	
1	plts	20	ctns	100		Clothing NOI	049880 03		
		50	ctns	250		Cotton Hosiery	049940 00		
		10	ctns	50		Sport Accessories	154865 00	70	
1	plts	30	ctns	150		Clothing NOI	049880 03		
		50	ctns	250		Sport Accessories	154865 00	70	
1	plts	20	ctns	250		Recordings, Sound, Disc, Tape	168945 01	100	
		10	ctns	50		Cotton Hosiery	049940 00		
		10	ctns	50		Sport Accessories	154865 00	70	
		10	ctns	50		Clothing NOI	049880 03		
		10	ctns	50		Video, Tape Recording	168955 03	92.5	
1	plts	80	ctns	400		Sport Accessories	154865 00	70	
1	plts	20	ctns	100		Video, Tape Recording	168955 03	92.5	
		60	ctns	300		Recordings, Sound, Disc, Tape	168945 01	100	
1	plts	80	ctns	400		Video, Tape Recording	168955 03	92.5	
1	plts	80	ctns	400		Video, Tape Recording	168955 03	92.5	
1	plts	30	ctns	150		Recordings, Sound, Disc, Tape	168945 01	100	
		50	ctns	250		Video, Tape Recording	168955 03	92.5	
1	plts	50	ctns	250		Cotton Hosiery	049940 00		
		20	ctns	100		Sport Accessories	154865 00	70	
		10	ctns	50		Clothing NOI	049880 03		
13		1000		5000		<b>PAGE SUBTOTAL</b>			

**APPENDIX C: Example 1 - Use of Master Bill of Lading with Two (2) Underlying BOL's for Consolidation**

**Master Bill of Lading**


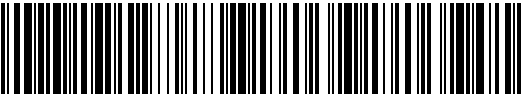
VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>			Page 1				
<b>SHIP FROM</b>				Bill of Lading Number: <u>06141411234567890</u>  (402) 06141411234567890					
Name: <u>ABC Company</u> Address: <u>1000 ABC Drive</u> City/State/Zip: <u>Any City, AB, 10000</u> SID#: _____ FOB: <input type="checkbox"/>									
<b>SHIP TO</b>				CARRIER NAME: <u>Truckload Transportation</u> Trailer number: <u>EFGH56789</u> Seal number(s): <u>654329873</u>					
Name: <u>XYZ Company</u> Location #: _____ Address: <u>9000 XYZ Drive</u> City/State/Zip: <u>Some City, ZY 90000</u> CID#: _____ FOB: <input type="checkbox"/>									
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				SCAC: <u>EFGH</u> Pro number: <u>2345678901234567890</u>  (9012K) EFGH12345678901234567890					
Name: _____ Address: _____ City/State/Zip: _____									
SPECIAL INSTRUCTIONS: <u>Underlying Bill of Lading Numbers:</u> <u>06141411234567906, 06141411234567913</u>				Freight Charge Terms: ( <u>freight charges are prepaid unless marked otherwise</u> ) Prepaid _____ Collect <u>X</u> 3 <sup>rd</sup> Party _____					
				<input checked="" type="checkbox"/> Master Bill of Lading: with attached underlying Bills of Lading (check box)					
<b>CUSTOMER ORDER INFORMATION</b>									
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>		<b>ADDITIONAL SHIPPER INFO</b>			
<u>166314542648</u>		<u>206</u>	<u>1836 lbs</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N				
<u>16076364298</u>		<u>305</u>	<u>2430 lbs</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N				
<u>16793643</u>		<u>882</u>	<u>5280 lbs</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N				
				<input type="radio"/> Y	<input type="radio"/> N				
				<input type="radio"/> Y	<input type="radio"/> N				
<b>GRAND TOTAL</b>		<u>1393</u>	<u>9546 lbs</u>						
<b>CARRIER INFORMATION</b>									
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>COMMODITY DESCRIPTION</b> <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	<b>LTL ONLY</b>		
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>				<b>NMFC #</b>	<b>CLASS</b>	
<u>6</u>	<u>plts</u>	<u>511</u>	<u>ctns</u>	<u>4266 lbs</u>		<u>Clothing NOI</u>			
<u>9</u>	<u>plts</u>	<u>882</u>	<u>ctns</u>	<u>5280 lbs</u>		<u>Cotton Hosiery</u>			
<u>15</u>		<u>1393</u>		<u>9546 lbs</u>		<b>GRAND TOTAL</b>			
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____."				COD Amount: \$ _____ Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>					
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b>							RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request, and to all applicable state and federal regulations.		
The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.				Signature _____			Shipper _____		
<b>SHIPPER SIGNATURE / DATE</b> This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.				Trailer Loaded: <input type="checkbox"/> By Shipper <input checked="" type="checkbox"/> By Driver		Freight Counted: <input type="checkbox"/> By Shipper <input checked="" type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces		<b>CARRIER SIGNATURE/ PICKUP DATE</b> Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. Property described above is received in good order, except as noted.	

**APPENDIX C: Example 1 - Use of Master Bill of Lading with Two (2) Underlying BOL's for Consolidation**

**First Underlying BOL**



VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>			Page 1			
<b>SHIP FROM</b>				Bill of Lading Number: <u>06141411234567906</u>  (402) 06141411234567906				
Name: <u>ABC Company</u> Address: <u>1000 ABC Drive</u> City/State/Zip: <u>Any City, AB, 10000</u> SID#: _____ FOB: <input type="checkbox"/>								
<b>SHIP TO</b>				CARRIER NAME: <u>Truckload Transportation</u> Trailer number: <u>EFGH56789</u> Seal number(s): <u>654329873</u>				
Name: <u>XYZ Company</u> Location #: <u>0600</u> Address: <u>9000 XYZ Drive</u> City/State/Zip: <u>Some City, ZY 90000</u> CID#: _____ FOB: <input type="checkbox"/>								
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				SCAC: <u>EFGH</u> Pro number: <u>12345678901234567890</u>  (9012K) EFGH12345678901234567890				
Name: _____ Address: _____ City/State/Zip: _____								
SPECIAL INSTRUCTIONS: <b>Master Bill of Lading Number:</b> <p style="text-align: center;"><b>06141411234567890</b></p>				Freight Charge Terms: <b>(freight charges are prepaid unless marked otherwise)</b> Prepaid _____ Collect <u>X</u> 3 <sup>rd</sup> Party _____				
				<input type="checkbox"/> (check box) Master Bill of Lading: with attached underlying Bills of Lading				
<b>CUSTOMER ORDER INFORMATION</b>								
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>	<b>ADDITIONAL SHIPPER INFO</b>			
<u>16076364298</u>		<u>203</u>	<u>1617 lbs</u>	(Y) N				
<u>16793643</u>		<u>588</u>	<u>3520 lbs</u>	(Y) N				
				Y N				
				Y N				
				Y N				
<b>GRAND TOTAL</b>		<u>791</u>	<u>5137 lbs</u>					
<b>CARRIER INFORMATION</b>								
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>COMMODITY DESCRIPTION</b> <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	<b>LTL ONLY</b>	
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>				<b>NMFC #</b>	<b>CLASS</b>
<u>3</u>	<u>plt</u>	<u>203</u>	<u>ctn</u>	<u>1617 lbs</u>		<u>Clothing</u>		
<u>6</u>	<u>plt</u>	<u>588</u>	<u>ctn</u>	<u>3520 lbs</u>		<u>Cotton Hosiery</u>		
<u>9</u>		<u>791</u>		<u>5137 lbs</u>		<b>GRAND TOTAL</b>		
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____.						<b>COD Amount: \$</b> _____		
						<b>Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/></b> <b>Customer check acceptable: <input type="checkbox"/></b>		
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b> RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request, and to all applicable state and federal regulations.							The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.	
<b>SHIPPER SIGNATURE / DATE</b> <small>This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.</small>				<b>Trailer Loaded:</b> <input type="checkbox"/> By Shipper <input checked="" type="checkbox"/> By Driver		<b>Freight Counted:</b> <input type="checkbox"/> By Shipper <input checked="" type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces		
				<b>CARRIER SIGNATURE/PICKUP DATE</b> <small>Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. <b>Property described above is received in good order, except as noted.</b></small>		_____ Shipper Signature		

**APPENDIX C: Example 1 - Use of Master Bill of Lading with Two (2) Underlying BOL's for Consolidation**

**Second Underlying BOL**


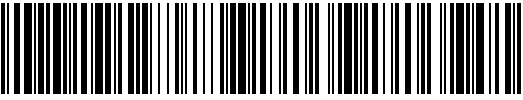
VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>			Page 1				
<b>SHIP FROM</b>				Bill of Lading Number: <u>06141411234567913</u>  (402) 06141411234567913					
Name: <u>ABC Company</u> Address: <u>1000 ABC Drive</u> City/State/Zip: <u>Any City, AB, 10000</u> SID#: _____ FOB: <input type="checkbox"/>									
<b>SHIP TO</b>				CARRIER NAME: <u>Truckload Transportation</u> Trailer number: <u>EFGH56789</u> Seal number(s): <u>654329873</u>					
Name: <u>XYZ Company</u> Location #: <u>0500</u> Address: <u>9000 XYZ Drive</u> City/State/Zip: <u>Some City, ZY 90000</u> CID#: _____ FOB: <input type="checkbox"/>									
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				SCAC: <u>EFGH</u> Pro number: <u>12345678901234567890</u>  (9012K) EFGH12345678901234567890					
Name: _____ Address: _____ City/State/Zip: _____									
SPECIAL INSTRUCTIONS: <b>Master Bill of Lading Number:</b> <p style="text-align: center;"><b>06141411234567890</b></p>				Freight Charge Terms: <b>(freight charges are prepaid unless marked otherwise)</b> Prepaid _____ Collect <u>X</u> 3 <sup>rd</sup> Party _____					
				<input type="checkbox"/> Master Bill of Lading: with attached underlying Bills of Lading (check box)					
<b>CUSTOMER ORDER INFORMATION</b>									
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>		<b>ADDITIONAL SHIPPER INFO</b>			
<u>166314542648</u>		<u>206</u>	<u>1836 lbs</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N				
<u>16076364298</u>		<u>102</u>	<u>813 lbs</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N				
<u>16793643</u>		<u>294</u>	<u>1760 lbs</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N				
				<input type="radio"/> Y	<input type="radio"/> N				
				<input type="radio"/> Y	<input type="radio"/> N				
<b>GRAND TOTAL</b>		<u>602</u>	<u>4409 lbs</u>						
<b>CARRIER INFORMATION</b>									
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>COMMODITY DESCRIPTION</b> <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	<b>LTL ONLY</b>		
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>				<b>NMFC #</b>	<b>CLASS</b>	
<u>3</u>	<u>plts</u>	<u>308</u>	<u>ctns</u>	<u>2649 lbs</u>		<u>Clothing NOI</u>			
<u>3</u>	<u>plts</u>	<u>294</u>	<u>ctns</u>	<u>1760 lbs</u>		<u>Cotton Hosiery</u>			
<u>6</u>		<u>602</u>		<u>4409 lbs</u>		<b>GRAND TOTAL</b>			
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: *The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____.				COD Amount: \$ _____ Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>					
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b>							RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request, and to all applicable state and federal regulations.		
<b>SHIPPER SIGNATURE / DATE</b> This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.				Trailer Loaded: <input type="checkbox"/> By Shipper <input checked="" type="checkbox"/> By Driver		Freight Counted: <input type="checkbox"/> By Shipper <input checked="" type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces		<b>CARRIER SIGNATURE/PICKUP DATE</b> Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. Property described above is received in good order, except as noted.	
				The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.				Signature _____	

**APPENDIX C: Example 2 - Invoice per Customer Order requiring Three (3) Separate BOL's on an LTL Shipment**

**Master Bill Of Lading**



VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>			Page 1			
<b>SHIP FROM</b>				Bill of Lading Number: <u>06141411234567890</u>  (402) 06141411234567890				
Name: <u>ABC Company</u> Address: <u>1000 ABC Drive</u> City/State/Zip: <u>Any City, AB, 10000</u> SID#: _____ FOB: <input type="checkbox"/>								
<b>SHIP TO</b>				CARRIER NAME: <u>LTL Transportation</u> Trailer number: _____ Seal number(s): _____				
Name: <u>XYZ Company</u> Location #: <u>0669</u> Address: <u>9000 XYZ Drive</u> City/State/Zip: <u>Some City, ZY 90000</u> CID#: _____ FOB: <input type="checkbox"/>								
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				SCAC: <b>ABCD</b> Pro number: <b>12345678901234567890</b>  (9012K) ABCD12345678901234567890				
Name: _____ Address: _____ City/State/Zip: _____								
SPECIAL INSTRUCTIONS: <b>Underlying Bill of Lading Numbers:</b> <b>06141411234567906, 06141411234567913, 06141411234567920</b>				Freight Charge Terms: <b>(freight charges are prepaid unless marked otherwise)</b> Prepaid _____ Collect <u>X</u> 3 <sup>rd</sup> Party _____				
				<input checked="" type="checkbox"/> (check box) Master Bill of Lading: with attached underlying Bills of Lading				
<b>CUSTOMER ORDER INFORMATION</b>								
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>	<b>ADDITIONAL SHIPPER INFO</b>			
<u>6076314569</u>		<u>206</u>	<u>1836 lbs</u>	<input checked="" type="radio"/> Y <input type="radio"/> N	<u>26 loose cartons</u>			
<u>160763642</u>		<u>305</u>	<u>2430 lbs</u>	<input checked="" type="radio"/> Y <input type="radio"/> N	<u>65 loose cartons</u>			
<u>7936433457</u>		<u>882</u>	<u>5280 lbs</u>	<input checked="" type="radio"/> Y <input type="radio"/> N	<u>2 loose cartons</u>			
				<input type="radio"/> Y <input type="radio"/> N				
				<input type="radio"/> Y <input type="radio"/> N				
<b>GRAND TOTAL</b>		<u>1393</u>	<u>9546 lbs</u>					
<b>CARRIER INFORMATION</b>								
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>COMMODITY DESCRIPTION</b> <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	<b>LTL ONLY</b>	
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>				<b>NMFC #</b>	<b>CLASS</b>
<u>5</u>	<u>plts</u>	<u>420</u>	<u>ctns</u>	<u>3517 lbs</u>		<u>Clothing NOI</u>	<u>049880 03</u>	
<u>11</u>	<u>plts</u>	<u>880</u>	<u>ctns</u>	<u>5268 lbs</u>		<u>Cotton Hosiery</u>	<u>049940 00</u>	
<u>91</u>	<u>ctns</u>	<u>91</u>	<u>ctns</u>	<u>749 lbs</u>		<u>Clothing NOI</u>	<u>049880 03</u>	
<u>2</u>	<u>ctns</u>	<u>2</u>	<u>ctns</u>	<u>12 lbs</u>		<u>Cotton Hosiery</u>	<u>049940 00</u>	
<u>109</u>		<u>1393</u>		<u>9546 lbs</u>		<b>GRAND TOTAL</b>		
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____."					COD Amount: \$ _____ Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>			
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b>							The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.	
RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request. The shipper hereby certifies that he/she is familiar with all the terms and conditions of the NMFC Uniform Straight Bill of Lading, including those on the back thereof, and the said terms and conditions are hereby agreed to by the shipper and accepted for him/herself and his/her assigns.					Signature _____ Shipper			
<b>SHIPPER SIGNATURE / DATE</b> This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.			<b>Trailer Loaded:</b> <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		<b>Freight Counted:</b> <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces		<b>CARRIER SIGNATURE/PICKUP DATE</b> Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. Property described above is received in good or, except as noted.	

**APPENDIX C: Example 2 - Invoice per Customer Order requiring Three (3) Separate BOL's on an LTL Shipment**

**Underlying BOL for First Customer Order**



VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>			Page 1			
<b>SHIP FROM</b>				Bill of Lading Number: <u>06141411234567906</u>  (402) 06141411234567906				
Name: <u>ABC Company</u> Address: <u>1000 ABC Drive</u> City/State/Zip: <u>Any City, AB, 10000</u> SID#: _____ FOB: <input type="checkbox"/>								
<b>SHIP TO</b>				CARRIER NAME: <u>LTL Transportation</u> Trailer number: _____ Seal number(s): _____				
Name: <u>XYZ Company</u> Location #: <u>0669</u> Address: <u>9000 XYZ Drive</u> City/State/Zip: <u>Some City, ZY 90000</u> CID#: _____ FOB: <input type="checkbox"/>								
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				SCAC: <b>ABCD</b> Pro number: <b>12345678901234567890</b>  (9012K) ABCD12345678901234567890				
Name: _____ Address: _____ City/State/Zip: _____								
SPECIAL INSTRUCTIONS: <b>Master Bill of Lading Number:</b> <p style="text-align: center;"><b>06141411234567890</b></p>				Freight Charge Terms: <b>(freight charges are prepaid unless marked otherwise)</b> Prepaid _____ Collect <u>X</u> 3 <sup>rd</sup> Party _____				
				<input type="checkbox"/> Master Bill of Lading: with attached underlying Bills of Lading (check box)				
<b>CUSTOMER ORDER INFORMATION</b>								
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>		<b>ADDITIONAL SHIPPER INFO</b>		
<u>6076314569</u>		<u>206</u>	<u>1836 lbs</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N	<u>26 loose cartons</u>		
				<input type="radio"/> Y	<input type="radio"/> N			
				<input type="radio"/> Y	<input type="radio"/> N			
				<input type="radio"/> Y	<input type="radio"/> N			
<b>GRAND TOTAL</b>		<u>206</u>	<u>1836 lbs</u>					
<b>CARRIER INFORMATION</b>								
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>COMMODITY DESCRIPTION</b>	<b>LTL ONLY</b>	
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>			<b>NMFC #</b>	<b>CLASS</b>	
<u>2</u>	<u>plts</u>	<u>180</u>	<u>ctns</u>	<u>1604 lbs</u>		<u>Clothing NOI</u>	<u>049880 03</u>	
<u>26</u>	<u>ctns</u>	<u>26</u>	<u>ctns</u>	<u>232 lbs</u>		<u>Clothing NOI</u>	<u>049880 03</u>	
<u>28</u>		<u>206</u>		<u>1836 lbs</u>		<b>GRAND TOTAL</b>		
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____.					COD Amount: \$ _____ Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>			
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b>							RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request. The shipper hereby certifies that he/she is familiar with all the terms and conditions of the NMFC Uniform Straight Bill of Lading, including those on the back thereof, and the said terms and conditions are hereby agreed to by the shipper and accepted for him/herself and his/her assigns.	
<b>SHIPPER SIGNATURE / DATE</b> This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.					Trailer Loaded: <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		Freight Counted: <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces	
							<b>CARRIER SIGNATURE / PICKUP DATE</b> Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. Signature _____ Shipper Property described above is received in good order, except as noted.	

**APPENDIX C: Example 2 - Invoice per Customer Order requiring Three (3) Separate BOL's on an LTL Shipment**

**Underlying BOL for Second Customer Order**



VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>			Page 1			
<b>SHIP FROM</b>				Bill of Lading Number: <u>06141411234567906</u>  (402) 06141411234567906				
Name: <u>ABC Company</u> Address: <u>1000 ABC Drive</u> City/State/Zip: <u>Any City, AB, 10000</u> SID#: _____ FOB: <input type="checkbox"/>								
<b>SHIP TO</b>				CARRIER NAME: <u>LTL Transportation</u> Trailer number: _____ Seal number(s): _____				
Name: <u>XYZ Company</u> Location #: <u>0669</u> Address: <u>9000 XYZ Drive</u> City/State/Zip: <u>Some City, ZY 90000</u> CID#: _____ FOB: <input type="checkbox"/>								
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				SCAC: <b>ABCD</b> Pro number: <b>12345678901234567890</b>  (9012K) ABCD12345678901234567890				
Name: _____ Address: _____ City/State/Zip: _____								
SPECIAL INSTRUCTIONS: <b>Master Bill of Lading Number:</b> <p style="text-align: center;"><b>06141411234567890</b></p>				Freight Charge Terms: <b>(freight charges are prepaid unless marked otherwise)</b> Prepaid _____ Collect <u>X</u> 3 <sup>rd</sup> Party _____ <input type="checkbox"/> Master Bill of Lading: with attached underlying Bills of Lading (check box)				
<b>CUSTOMER ORDER INFORMATION</b>								
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>		<b>ADDITIONAL SHIPPER INFO</b>		
<u>160763642</u>		<u>305</u>	<u>2430 lbs</u>	<u>Y</u>	<u>N</u>	<u>65 loose cartons</u>		
				Y	N			
				Y	N			
				Y	N			
				Y	N			
<b>GRAND TOTAL</b>		<u>305</u>	<u>1836 lbs</u>					
<b>CARRIER INFORMATION</b>								
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>COMMODITY DESCRIPTION</b>	<b>LTL ONLY</b>	
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>			<b>NMFC #</b>	<b>CLASS</b>	
<u>3</u>	<u>plts</u>	<u>240</u>	<u>ctns</u>	<u>1912 lbs</u>		<u>Clothing NOI</u>	<u>049880 03</u>	
<u>65</u>	<u>ctns</u>	<u>65</u>	<u>ctns</u>	<u>518 lbs</u>		<u>Clothing NOI</u>	<u>049880 03</u>	
<u>68</u>		<u>305</u>		<u>2430 lbs</u>		<b>GRAND TOTAL</b>		
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: *The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____.					COD Amount: \$ _____ Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>			
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b>							RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request. The shipper hereby certifies that he/she is familiar with all the terms and conditions of the NMFC Uniform Straight Bill of Lading, including those on the back thereof, and the said terms and conditions are hereby agreed to by the shipper and accepted for him/herself and his/her assigns.	
<b>SHIPPER SIGNATURE / DATE</b> This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.					Trailer Loaded: <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		Freight Counted: <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces	
							<b>CARRIER SIGNATURE / PICKUP DATE</b> Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. Property described above is received in good order, except as noted.	

**APPENDIX C: Example 2 - Invoice per Customer Order requiring Three (3) Separate BOL's on an LTL Shipment**

**Underlying BOL for Third Customer Order**

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>			Page 1		
<b>SHIP FROM</b>				Bill of Lading Number: <u>06141411234567920</u>  (402) 06141411234567920			
Name: <i>ABC Company</i> Address: <i>1000 ABC Drive</i> City/State/Zip: <i>Any City, AB, 10000</i> SID#: _____ FOB: <input type="checkbox"/>							
<b>SHIP TO</b>				CARRIER NAME: <u>LTL Transportation</u> Trailer number: _____ Seal number(s): _____			
Name: <i>XYZ Company</i> Location #: <u>0669</u> Address: <i>9000 XYZ Drive</i> City/State/Zip: <i>Some City, ZY 90000</i> CID#: _____ FOB: <input type="checkbox"/>							
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				SCAC: <b>ABCD</b> Pro number: <b>12345678901234567890</b>  (9012K) ABCD12345678901234567890			
Name: _____ Address: _____ City/State/Zip: _____							
SPECIAL INSTRUCTIONS: <b>Master Bill of Lading Number:</b> <b>06141411234567890</b>				Freight Charge Terms: <i>(freight charges are prepaid unless marked otherwise)</i> Prepaid _____ Collect <u>X</u> 3 <sup>rd</sup> Party _____ <input type="checkbox"/> Master Bill of Lading: with attached underlying Bills of Lading (check box)			
<b>CUSTOMER ORDER INFORMATION</b>							
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>		<b>ADDITIONAL SHIPPER INFO</b>	
<b>7936433457</b>		882	5280 lbs	<input checked="" type="radio"/> Y	<input type="radio"/> N	<i>2 loose cartons</i>	
				<input type="radio"/> Y	<input type="radio"/> N		
				<input type="radio"/> Y	<input type="radio"/> N		
				<input type="radio"/> Y	<input type="radio"/> N		
<b>GRAND TOTAL</b>		882	5280 lbs				
<b>CARRIER INFORMATION</b>							
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>COMMODITY DESCRIPTION</b> <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	
<b>QTY</b>		<b>QTY</b>	<b>TYPE</b>				<b>LTL ONLY</b>
						<b>NMFC #</b>	<b>CLASS</b>
11	plts	880	ctns	5268 lbs		Cotton Hosiery	049940 00
2	plts	2	ctns	12 lbs		Cotton Hosiery	049940 00
13		882		5280 lbs		<b>GRAND TOTAL</b>	
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____."				COD Amount: \$ _____ Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>			
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b>							
RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request. The shipper hereby certifies that he/she is familiar with all the terms and conditions of the NMFC Uniform Straight Bill of Lading, including those on the back thereof, and the said terms and conditions are hereby agreed to by the shipper and accepted for him/herself and his/her assigns.				The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges. _____ Shipper Signature			
<b>SHIPPER SIGNATURE / DATE</b> This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.		<b>Trailer Loaded:</b> <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		<b>Freight Counted:</b> <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces		<b>CARRIER SIGNATURE / PICKUP DATE</b> Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. <i>Property described above is received in good order, except as noted.</i>	



**APPENDIX C: Example 3 - Truckload Multiple Stop Load**

**Master BOL for Two Stops**

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>				Page 1	
<b>SHIP FROM</b>							
Name: <i>ABC Company</i>		Address: <i>1000 ABC Drive</i>		City/State/Zip: <i>Any City, AB, 10000</i>		SID#: _____	
		Name: _____		Address: _____		City/State/Zip: _____	
		Name: <i>XYZ Company</i>		Address: <i>9000 XYZ Drive</i>		City/State/Zip: <i>Some City, ZY 90000</i>	
		Name: _____		Address: _____		City/State/Zip: _____	
		Name: _____		Address: _____		City/State/Zip: _____	
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>							
Name: _____				Address: _____			
Address: _____				City/State/Zip: _____			
City/State/Zip: _____							
SPECIAL INSTRUCTIONS: <i>Underlying Bill of Lading Numbers:</i>							
<i>Stop #1: 06141411234567906; Stop #2: 06141411234567913</i>							
<i>"Multiple Stop Load"</i>							
<b>CUSTOMER ORDER INFORMATION</b>							
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>		<b>WEIGHT</b>		<b>PALLET/SLIP (CIRCLE ONE)</b>	
						Y    N	
<i>See Attached Underlying</i>						Y    N	
<i>Bills of Lading</i>						Y    N	
						Y    N	
						Y    N	
<b>GRAND TOTAL</b>		<i>1730</i>		<i>15881 lbs</i>			
<b>CARRIER INFORMATION</b>							
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>		<b>COMMODITY DESCRIPTION</b>	
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>		<b>H.M. (X)</b>	<small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	
						<i>See Attached Underlying Bills of Lading</i>	
<i>147</i>		<i>1730</i>		<i>15881 lbs</i>		<b>GRAND TOTAL</b>	
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____."						<b>COD Amount: \$ _____</b>	
						Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>	
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b>							
RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request, and to all applicable state and federal regulations.						The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.	
						Shipper	
<b>SHIPPER SIGNATURE / DATE</b> <small>This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.</small>						<b>CARRIER SIGNATURE / PICKUP DATE</b> <small>Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle.  <i>Property described above is received in good order, except as noted.</i></small>	
Trailer Loaded:		Freight Counted:					
<input type="checkbox"/> By Shipper		<input type="checkbox"/> By Shipper					
<input checked="" type="checkbox"/> By Driver		<input type="checkbox"/> By Driver/pallets said to contain					
		<input checked="" type="checkbox"/> By Driver/Pieces					

**APPENDIX C: Example 3 - Truckload Multiple Stop Load**

**First Stop**



VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>				Page 1	
<b>SHIP FROM</b>							
Name: <i>ABC Company</i>		Address: <i>1000 ABC Drive</i>		City/State/Zip: <i>Any City, AB, 10000</i>		SID#: _____	
		Name: _____		Location #: <b>0669</b>		Name: _____	
		Address: <i>9000 XYZ Drive</i>		City/State/Zip: <i>Some City, ZY 90000</i>		CID#: _____	
		Name: _____		Address: _____		City/State/Zip: _____	
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>							
SPECIAL INSTRUCTIONS: <i>Master Bill of Lading Number:</i>							
<b>06141411234567890</b>							
<b>STOP #1</b>							
<b>CUSTOMER ORDER INFORMATION</b>							
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>		<b>ADDITIONAL SHIPPER INFO</b>	
<b>756831012</b>		<i>541 ctns</i>	<i>5673 lbs</i>	(Y) N		<i>61 loose</i>	
<b>75695</b>		<i>280 ctns</i>	<i>2936 lbs</i>	(Y) N		<i>40 loose</i>	
				Y N			
				Y N			
				Y N			
<b>GRAND TOTAL</b>		<i>821 ctns</i>	<i>8609 lbs</i>				
<b>CARRIER INFORMATION</b>							
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>COMMODITY DESCRIPTION</b>		<b>LTL ONLY</b>	
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>	<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>NMFC #</b>	<b>CLASS</b>
<i>9</i>	<i>plts</i>	<i>720</i>	<i>ctns</i>	<i>7550 lbs</i>			
<i>101</i>	<i>ctns</i>	<i>101</i>		<i>1059 lbs</i>			
<b>110</b>		<b>821</b>		<b>8609 lbs</b>		<b>GRAND TOTAL</b>	
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____."				COD Amount: \$ _____			
				Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>			
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b>							
RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request, and to all applicable state and federal regulations.				The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.			
<b>SHIPPER SIGNATURE / DATE</b> <small>This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.</small>				<b>Trailer Loaded:</b> <input type="checkbox"/> By Shipper <input checked="" type="checkbox"/> By Driver		<b>Freight Counted:</b> <input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input checked="" type="checkbox"/> By Driver/Pieces	
				<b>CARRIER SIGNATURE / PICKUP DATE</b> <small>Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle.</small>		<small>Property described above is received in good order, except as noted.</small>	

**APPENDIX C: Example 3 - Truckload Multiple Stop Load**

**Second Stop**

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/1999		<b>BILL OF LADING</b>			Page 1	
<b>SHIP FROM</b>				Bill of Lading Number: <u>06141411234567913</u>  (402) 06141411234567913		
Name: <u>ABC Company</u>		Address: <u>1000 ABC Drive</u> City/State/Zip: <u>Any City, AB, 10000</u>				
SID#: _____		FOB: <input type="checkbox"/>		CARRIER NAME: <u>Truckload Transportation</u> Trailer number: <u>EFGH56789</u> Seal number(s): <u>654328971</u>		
<b>SHIP TO</b>						
Name: <u>XYZ Company</u>		Location #: <u>2434</u>		SCAC: <u>EFGH</u> Pro number: <u>12345678901234567890</u>		
Address: <u>1000 Some Street North</u>		City/State/Zip: <u>Some City, ZY 90000</u>				
CID#: _____		FOB: <input type="checkbox"/>		 (9012K) EFGH12345678901234567890		
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>						
Name: _____		Address: _____		Freight Charge Terms: <i>(freight charges are prepaid unless marked otherwise)</i> Prepaid _____ Collect <u>X</u> 3 <sup>rd</sup> Party _____		
City/State/Zip: _____		SPECIAL INSTRUCTIONS: <u>Master Bill of Lading Number:</u> <u>06141411234567890</u> <u>STOP #2</u>				
<input type="checkbox"/>		(check box)		Master Bill of Lading: with attached underlying Bills of Lading		
<b>CUSTOMER ORDER INFORMATION</b>						
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>		<b>ADDITIONAL SHIPPER INFO</b>
<u>30618762</u>		<u>144 ctns</u>	<u>5673 lbs</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N	
<u>36188</u>		<u>683 ctns</u>	<u>2936 lbs</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N	
<u>30061950669</u>		<u>82 ctns</u>	<u>656 lbs</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N	<u>29 cartons loose</u>
				<input type="radio"/> Y	<input type="radio"/> N	
				<input type="radio"/> Y	<input type="radio"/> N	
<b>GRAND TOTAL</b>		<u>909 ctns</u>	<u>8609 lbs</u>			
<b>CARRIER INFORMATION</b>						
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>COMMODITY DESCRIPTION</b>
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>			<b>LTL ONLY</b>
						<b>NMFC #</b>
						<b>CLASS</b>
<u>8</u>	<u>plts</u>	<u>880</u>	<u>ctns</u>	<u>7040 lbs</u>		<u>Video, Tape Recording</u>
<u>29</u>	<u>ctns</u>	<u>29</u>	<u>ctns</u>	<u>232 lbs</u>		<u>Video, Tape Recording</u>
<u>37</u>		<u>909</u>		<u>7272 lbs</u>		<b>GRAND TOTAL</b>
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____."				COD Amount: \$ _____ Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>		
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b>				RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request, and to all applicable state and federal regulations.		
SHIPPER SIGNATURE / DATE This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.				Trailer Loaded: <input type="checkbox"/> By Shipper <input checked="" type="checkbox"/> By Driver Freight Counted: <input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input checked="" type="checkbox"/> By Driver/Pieces		The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges. Signature _____ Shipper
				CARRIER SIGNATURE / PICKUP DATE Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. Property described above is received in good order, except as noted.		

**Appendix D: Change Request Form**

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**VICS Standard Bill Of Lading Guideline Change Request Form**

TO: VICS  
1009 Lenox Drive  
Suite 202  
Lawrenceville, NJ 08648

Email: info@vics.org

FAX: 609-620-1201

From: \_\_\_\_\_  
Name  
\_\_\_\_\_  
Company  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Email: \_\_\_\_\_  
Phone: \_\_\_\_\_  
FAX: \_\_\_\_\_

**Description Of Change Being Requested:**

(Please be as precise as possible; i.e. attach examples, reference page number )

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Business Justification For Requested Change:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your request for change will be forwarded to the VICS Logistics Committee for review and determination of action to be taken. You will be contacted within 90 days on the status of your proposed change to the VICS Bill Of Lading Guideline.

**Appendix E: Shipping Manifest**

The Shipping Manifest is a document generated by the shipper for a customer pertaining to store shipments that are shipped to a customer specified intermediate location (i.e., distribution center, consolidator) with the individual cartons marked for specific store locations. This is commonly referred to as Ship To / Marked For Cross Dock shipments. The manifest contains store level detail that typically includes store location numbers, store addresses, customer order numbers, number of cartons per order per store and weight/cube totals.

**The Shipping Manifest is detailed information required by the consignee. The information is not used by the carriers and therefore, the manifest is not a replacement for or part of the Bill of Lading.** The manifest can be attached to the VICS BOL, however the industry best practice is to send the Shipping Manifest directly to the consignee.

However, there is information on the shipping manifest that does appear on a VICS Bill Of Lading. The header information on the manifest corresponds to the same information on the related BOL for a shipment. The grand total of the cartons from the manifest is the same as the total provide in the Carrier Information section of the related VICS BOL. The grand total of the weight and cube information on the manifest may vary slightly to the corresponding totals on the VICS BOL due to rounding routines.

**Recommended Shipping Manifest Mandatory (M) and Optional (O) Data Elements:**

(Company Name)							
Date: ___(M)_		<b>SHIPPING MANIFEST</b>				Page (M)	
From: _____(M)_____		Master / Bill of Lading #: ___(M)_____					
_____		Ship To: _____(M)_____					
_____		_____					
_____		_____					
Carrier Name: ___(O)_____				CID #: _____(O)_____			
<b>Special Instructions: (O)</b>							
STORE #	CITY/STATE	DEPT. #	CUSTOMER ORDER NUMBER	CARTONS	WEIGHT	CUBE	SHIPPER REF. NUMBER
(M)	(M)	(M)	(M)	(M)	(M)	(M)	(O)

## Appendix E: Shipping Manifest

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### **Key Shipping Manifest Data Content Explanations:**

#### **Page:**

The manifest is considered a separate document and therefore, the first page starts at page one.

#### **Master / Bill of Lading:**

The corresponding BOL number for the shipment is used. Use of a Master BOL number is dependent upon the shipper's processes and ship to requirements ( i.e., Master BOL's used in shipments to a third party consolidation ship to destination ). **WARNING:** Use of the master BOL requires that the corresponding EDI 856 ASN contains the Master BOL number.

#### **From:**

This does not have to be the full vendor address. A full address is usually included when there are multiple shipping points and /or the vendor uses third party logistics providers.

#### **Ship To:**

The customer's name and ship to location number. If shipping to a third party logistics provider (i.e. consolidator), customer name and the Care Of (C/O) name of the third party and if needed, the full address.

#### **Carrier Name:**

The carrier name and SCAC.

#### **CID # (Customer Authorization #):**

A number assigned to the shipment by the customer and required for scheduling, tracking and/or receipt. Examples would be appointment numbers, collect move authorization numbers, etc.

#### **Special Instructions:**

A special instructions section can be added to the header area at the Shipper's discretion. The special instructions on the Shipping Manifest is typically used by the Shipper for order processing purposes.

#### **Store #:**

The buyer assigned store location number based on the data sent on the corresponding purchase order for the Marked For store. This could also be the buyer's distribution center location number when there also contains Marked For purchase order data for a distribution center.

#### **City/State:**

City and State for the corresponding store location number. Full address should not be needed since this is a document for either the customer or their third party logistics provider who should not need the full address to process.

## Appendix E: Shipping Manifest

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### **Dept #:**

Buyer assigned category number that is mandatory based on buyer's shipping requirements.

### **Customer Order Number:**

Purchase order number or other key purchasing number used within a non-retail supply chains to acknowledge receipt for invoice payment.

### **Cartons:**

Total cartons per store / customer order number. Sub-totals when there are multiple customer orders per store. Totals by Ship To location. Totals by intermediate location (i.e., third party consolidator).

### **Weight:**

Total weight of the total cartons per store/customer order number. Sub-totals when there are multiple customer orders per store. Totals by Ship To location. Totals by intermediate location (i.e., third party consolidator). Weight is typically rounded up to the nearest whole number.

### **Cube:**

Total cube (height x length x width) of the total cartons per store/customer order number. Sub-totals when there are multiple customer orders per store. Totals by Ship To location. Totals by intermediate location (i.e., third party consolidator).

Cube is typically rounded up to the nearest whole number.

### **Shippers Ref. Number:**

Examples of reference number data would be underlying BOL #'s when a master BOL number is used in the header of the shipping manifest, Shipper 's invoice # and the carrier trailer number. **The column heading should be changed to indicate the column data contents.**

### **Grand Totals:**

The grand total of cartons, weight and cube for the entire shipment. If possible, this should be displayed on the first page versus the last page.

(**Warning:** Weight and cube are rounded up to the nearest whole number and therefore, the grand totals for this data may vary slightly to the corresponding data on the VICS BOL.)

### **General Format Requirements:**

Generally, the same format rules of use for the VICS BOL apply to the Shipping Manifest;

- Data headings should appear in the general geographical area.
- Data line separators are optional based on print process.
- BOL number is located in the upper right side of the header information section on the first page.
- Presentation can be done in either portrait or landscape orientation.

**Appendix E: Shipping Manifest**

**Shipping Manifest Example 1:**

**Characteristics:** Shipment to intermediate third party location. Master BOL not used. Invoice number provided in the Shipper Reference Number column.

**Note:** Example depicts only the first page of a multiple page manifest; therefore the Grand Totals represent all pages of the Shipping Manifest.

<b>USA Supplier</b>							
<b>SHIPPING MANIFEST</b>							
<b>Date:</b> 08/01/00						<b>Page 1</b>	
<b>From:</b> USA Supplier Charlotte, NC 28217		<b>Bill of Lading #: 12345678901234567</b>					
						<b>Ship To:</b> Retailer C/O Third Party Provider	
<b>Carrier Name:</b> LTL Transportation ABCD				<b>CID #: 500501000</b>			
Special Instructions: Fax copy of manifest to third party provider at 204-331-1234							
STORE #	CITY/STATE	DEPT. #	CUSTOMER ORDER NUMBER	CARTONS	WEIGHT (LBS)	CUBE	INVOICE NUMBER
001	Los Angeles, CA	020	1234567-500	10	10	20	123500
002	Anaheim, CA	020	1234567-501	20	10	40	123501
003	Los Angeles, CA	020	1234567-502	10	5	20	123502
004	Los Angeles, CA	020	1234567-503	30	6	30	123503
005	Los Angeles, CA	020	1234567-504	10	10	20	123504
006	Los Angeles, CA	020	1234567-505	10	2	20	123505
007	San Diego, CA	020	1234567-506	10	2	20	123506
008	San Diego, CA	020	1234567-507	20	10	40	123507
009	San Diego, CA	020	1234567-508	20	10	40	123508
010	San Diego, CA	020	1234567-509	10	2	20	123509
011	San Francisco, CA	020	1234567-510	20	10	40	123510
012	San Francisco, CA	020	1234567-511	20	10	40	123511
013	San Francisco, CA	020	1234567-512	30	6	60	123512
014	San Francisco, CA	020	1234567-513	10	2	20	123513
015	San Francisco, CA	020	1234567-514	20	10	40	123514
030	Sacramento, CA	020	1234567-515	20	10	40	123515
031	Sacramento, CA	020	1234567-516	30	6	60	123516
032	Sacramento, CA	020	1234567-517	30	6	60	123517
033	Sacramento, CA	020	1234567-518	10	10	20	123518
034	San Jose, CA	020	1234567-519	10	10	20	123519
<b>Grand Totals:</b>				750	457	1270	



**Appendix E: Shipping Manifest**

**Shipping Manifest Example 2:**

**Characteristics:** Shipment to a customer’s distribution center location on a ship to / marked for cross dock shipment with multiple orders per store and sub-totals. Master BOL not used. Invoice number provided in the Shipper Reference Number column.

**Note:** Example depicts only the first page of a multiple page manifest; therefore the Grand Totals represent all pages of the Shipping Manifest.

<b>USA Supplier</b>							
<b>SHIPPING MANIFEST</b>							
<b>Date:</b> 08/01/00						<b>Page 1</b>	
				<b>Bill of Lading #: 12345678901234567</b>			
<b>From:</b> USA Supplier Charlotte, NC 28217				<b>Ship To:</b> Retailer DC # 4502 1111 Way Dr. Glendale, CA 91203			
<b>Carrier Name:</b> Roadway				<b>CID #:</b> 49494949499			
<b>Special Instructions:</b> Fax copy of manifest to Retailer DC at 818-950-1234							
STORE #	CITY/STATE	DEPT. #	CUSTOMER ORDER NUMBER	CARTONS	WEIGHT (LBS)	CUBE	INVOICE NUMBER
001	Los Angeles, CA	020	1234567-500	10	10	20	123500
			Store Total:	10	10	20	
002	Anaheim, CA	020	1234567-501	20	10	40	123501
			Store Total:	20	10	40	
003	Los Angeles, CA	020	1234567-502	10	5	20	123502
		020	4563333-099	30	6	30	222333
			Store Total:	40	11	50	
004	Los Angeles, CA	020	1234567-504	10	10	20	123504
		020	4563333-100	10	2	20	222334
			Store Total:	20	12	40	
005	San Diego, CA	020	1234567-506	10	2	20	123506
			4563333-101	20	10	40	222335
			Store Total:	30	12	60	
006	San Diego, CA	020	1234567-508	20	10	40	123508
		020	4563333-102	10	2	20	222339
			Store Total:	30	12	60	
011	San Francisco, CA	020	1234567-510	20	10	40	123510
		020	4563333-110	20	10	40	222350
			Store Total:	40	20	80	
<b>Grand Totals:</b>				550	357	1070	

**Appendix E: Shipping Manifest**

**Shipping Manifest Example 3:**

**Characteristics:** Shipment to intermediate third party consolidator location on crossdock shipments to various customer distribution centers using a Master BOL. Underlying BOL's assigned by customer distribution center provided in the Shipper Reference Number column.

**Note:** Example depicts only the first page of a multiple page manifest; therefore the Grand Totals represent all pages of the Shipping Manifest.

USA Supplier								
SHIPPING MANIFEST								
Date: 08/01/00						Page 1		
From: USA Supplier Charlotte, NC 28217		Master Bill of Lading #: 12345678901234567				Ship To: Customer C/O A. Consolidator 2222 Lake Shore Long Beach, CA 91104		
Carrier Name: American		CID #:						
Special Instructions: Fax copy of manifest to third party provider at 204-331-1234								
STORE #	CITY/STATE	DEPT. #	CUSTOMER ORDER NUMBER	CTNS	WGHT (LBS)	CUBE	BILL OF LADING NUMBER	
1001	Glendale DC Stores						05678900000023456	
001	Los Angeles, CA	020	1234567-500	10	10	20		
002	Anaheim, CA	020	1234567-501	20	10	40		
003	Los Angeles, CA	020	1234567-502	10	5	20		
004	Los Angeles, CA	020	1234567-503	30	6	30		
005	Los Angeles, CA	020	1234567-504	10	10	20		
006	Los Angeles, CA	020	1234567-505	10	2	20		
007	San Diego, CA	020	1234567-506	10	2	20		
008	San Diego, CA	020	1234567-507	20	10	40		
009	San Diego, CA	020	1234567-508	20	10	40		
010	San Diego, CA	020	1234567-509	10	2	20		
			Total 1001 DC	150	67	270		
2001	Hayward DC Stores						05678900000033451	
011	San Francisco, CA	020	1234567-510	20	10	40		
012	San Francisco, CA	020	1234567-511	20	10	40		
013	San Francisco, CA	020	1234567-512	30	6	60		
014	San Francisco, CA	020	1234567-513	10	2	20		
015	San Francisco, CA	020	1234567-514	20	10	40		
030	Sacramento, CA	020	1234567-515	20	10	40		
031	Sacramento, CA	020	1234567-516	30	6	60		
032	Sacramento, CA	020	1234567-517	30	6	60		
033	Sacramento, CA	020	1234567-518	10	10	20		
			Total 2001 DC	190	70	380		
Grand Totals:					750	457	1270	

TL 204 (4030) Load Tender		BILL OF LADING		Page 1			
<b>SHIP FROM</b>				<b>Bill of Lading Number: B204</b> (Note: The B204 must be a unique number that identifies the entire shipment.) BAR CODE SPACE			
Name:	N1 01(SF), 02	LOCATION#:	N1 04				
Address:	N301						
City/State/Zip:	N4 01, 02, 03	Loop	0300				
SID#:	L11 01, 02	FOB:	<input type="checkbox"/>				
<b>SHIP TO</b>				<b>CARRIER NAME:</b> Trailer number: N702, 11      Loop 0200 Seal number(s): <b>SCAC: B202</b> Pro number:  BAR CODE SPACE			
Name:	N1 01(ST), 02	LOCATION#:	N1 04				
Address:	N301						
City/State/Zip:	N401, 02, 03	Loop	0300				
CID#:	L1101, 02	FOB:	<input type="checkbox"/>				
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				<b>Freight Charge Terms: B206</b> Prepaid _____ Collect _____ 3 <sup>rd</sup> Party _____  <input type="checkbox"/> (check box) Master Bill of Lading: with attached underlying Bills of Lading Note: Use additional S5 Loops to convey intermediate stop-off ship from/to information.			
Name:	N101(BT), 02						
Address:	N301	Loop	0100				
City/State/Zip:	N401, 02, 03						
<b>SPECIAL INSTRUCTIONS:</b>							
G61-Contact Name and Number G62- Pickup/Delivery Appointments AT5-Special Handling NTE-Note/Special Description  Loop							
<b>CUSTOMER ORDER INFORMATION</b>							
<b>CUSTOMER ORDER NUMBER</b>		<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>		<b>ADDITIONAL SHIPPER INFO</b>	
OID02		OID05	OID07	Y	N	OID01, 03	
Loop 0350				Y	N		
Loop 0350				Y	N		
Loop 0350				Y	N		
Loop 0350				Y	N		
<b>GRAND TOTAL</b>							
<b>CARRIER INFORMATION</b>							
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>COMMODITY DESCRIPTION</b>		<b>LTL ONLY</b>	
QTY	TYPE	QTY	TYPE	WEIGHT	H.M. (X)	NMFC #	CLASS
AT804				AT803		L502	AT209
Loop 0300						L502	AT210
Note: If conveying Hazardous Materials use loop 0325						<b>RECEIVING STAMP SPACE</b>	
L311				L301		<b>GRAND TOTAL</b>	
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows:				<b>COD Amount: \$ _____</b> The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges. _____ Shipper Signature			
RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request, and to all applicable state and federal regulations.				Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle.			
<b>SHIPPER SIGNATURE / DATE</b>				<b>Trailer Loaded:</b>		<b>Freight Counted:</b>	
This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.				<input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		<input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces	

Appendix F: VICS BOL Mapping To The Carrier EDI 204, 211, 214 and 210

LTL 211 (4030) Bill of Lading					BILL OF LADING					Page 1	
<b>SHIP FROM</b>						<b>Bill of Lading Number: BOL 03</b> (Note: The BOL 03 must be a unique number that identifies the entire shipment.) BAR CODE SPACE					
Name: <b>N1 01(SH), 02</b>		LOCATION#: <b>N1 04</b>									
Address: <b>N3 01</b>											
City/State/Zip: <b>N4 01, 02, 03</b>		<b>Loop 0100</b>									
SID#: <b>Use BOL 03</b>		FOB: <input type="checkbox"/>									
<b>SHIP TO</b>						<b>CARRIER NAME:</b> Trailer number: Seal number(s): <b>SCAC: BOL 01</b> <b>Pro number: BOL 06</b> BAR CODE SPACE					
Name: <b>N1 01(CN), 02</b>		LOCATION#: <b>N1 04</b>									
Address: <b>N3 01</b>											
City/State/Zip: <b>N4 01, 02, 03</b>		<b>Loop 0100</b>									
CID#: <b>Use OID 02</b>		FOB: <input type="checkbox"/>									
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>						Prepaid _____ Collect _____ 3 <sup>rd</sup> Party _____ <input type="checkbox"/> Master Bill of Lading: with attached underlying Bills of Lading (check box)					
Name: <b>N1 01(BT), 02</b>											
Address: <b>N3 01</b>		<b>Loop 0100</b>									
City/State/Zip: <b>N4 01, 02, 03</b>											
<b>SPECIAL INSTRUCTIONS:</b> <b>G61-Contact Name and Number Loop 100</b> <b>G62- Delivery Appointments Table 1 Header</b> <b>Loop AT5-Special Handling Table 1 Header</b> <b>K1 -Note/Special Description Table 1 Header</b>											
<b>CUSTOMER ORDER INFORMATION</b>											
CUSTOMER ORDER NUMBER			# PKGS	WEIGHT	PALLET/SLIP (CIRCLE ONE)		ADDITIONAL SHIPPER INFO				
<b>OID 02</b>			<b>OID 05</b>	<b>OID 07</b>	Y	N	<b>OID 01, 03</b>				
<b>Loop 0210</b>					Y	N					
					Y	N					
					Y	N					
<b>GRAND TOTAL</b>											
<b>CARRIER INFORMATION</b>											
HANDLING UNIT		PACKAGE		WEIGHT	H.M. (X)	COMMODITY DESCRIPTION <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care.</small>				LTL ONLY	
QTY	TYPE	QTY	TYPE							NMFC #	CLASS
<b>AT201</b>	<b>AT202</b>	<b>AT206</b>	<b>AT207</b>	<b>AT205</b>		<b>AT4 01</b>				<b>AT2 09</b>	<b>AT2 10</b>
<b>Loop 0210</b>							<b>Note: If conveying Hazardous Materials use loop 0231</b>				
<b>RECEIVING STAMP SPACE</b>											
<b>GRAND TOTAL</b>											
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request, and all the terms and conditions of the NMFC Uniform Straight Bill of Lading.						<b>COD Amount: \$ _____</b> The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges. _____ Signature <span style="float: right;">Shipper</span>					
<b>SHIPPER SIGNATURE / DATE</b> <small>This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.</small>				<b>Trailer Loaded:</b> <input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		<b>Freight Counted:</b> <input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces		<b>CARRIER SIGNATURE / PICKUP DATE</b> <small>Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle.</small>			

If these boxes checked use AT502 (C1, C2, L1)

<b>TL 214 (4030) Shipment Status</b>			<b>BILL OF LADING</b>			<b>Page 1</b>											
<b>SHIP FROM</b>						Bill of Lading Number: <b>B1002</b>  BAR CODE SPACE											
Name: <b>N101(SF), 02</b>		LOCATION#: <b>N104</b>		Address: <b>N301</b>								City/State/Zip: <b>N401, 02, 03</b>		SID#: <b>L1101, 02</b>		FOB: <input type="checkbox"/>	
<b>SHIP TO</b>												CARRIER NAME: Trailer number: <b>MS201,02,03</b> Seal number(s): <b>SCAC: B1003</b> Pro number: <b>B1001</b>  BAR CODE SPACE					
Name: <b>N101(ST), 02</b>		LOCATION#: <b>N104</b>		Address: <b>N301</b>													
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>						Freight Charge Terms: Prepaid _____ Collect _____ 3 <sup>rd</sup> Party _____  <input type="checkbox"/> (check box) Master Bill of Lading; with attached underlying Bills of Lading. Note: Use additional LX Loops to convey intermediate stop-off status information or send as a separate status.											
Name:												Address:					
City/State/Zip:												SPECIAL INSTRUCTIONS:					
<b>CUSTOMER ORDER INFORMATION</b>																	
CUSTOMER ORDER NUMBER			# PKGS		WEIGHT		PALLET/SLIP (CIRCLE ONE)		ADDITIONAL SHIPPER INFO								
							Y N										
<b>OID02</b>			<b>OID05</b>		<b>OID07</b>		Y N		<b>OID03</b>								
							Y N										
							Y N										
							Y N										
<b>GRAND TOTAL</b>																	
<b>CARRIER INFORMATION</b>																	
HANDLING UNIT		PACKAGE		WEIGHT		H.M. (X)		COMMODITY DESCRIPTION			LTL ONLY						
QTY	TYPE	QTY	TYPE					Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care.			NMFC #	CLASS					
<b>AT804</b>				<b>AT803</b>													
<b>RECEIVING STAMP SPACE</b>																	
<b>GRAND TOTAL</b>																	
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____."								COD Amount: \$ _____									
								Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>									
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. § 14706(c)(1)(A) and (B).</b>																	
RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request, and to all applicable state and federal regulations.								The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.									
SHIPPER SIGNATURE / DATE This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.								Trailer Loaded:		Freight Counted:		CARRIER SIGNATURE / PICKUP DATE Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle.					
								<input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		<input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces							

If these boxes checked use AT502 (C1, C2, L1)

AT701 (X3), AT705=Date



**Appendix G: Hazardous Material VICs BOL Examples**

**Characteristics: Hazardous Material: Emergency Contact Information Options:**

**Option One: Special Instructions**

**Option two: Bottom of Form**

VICS Standard BOL: WWW.VICS.ORG For Complete VICS BOL Guideline Information

Date: 02/01/2002		<b>BILL OF LADING</b>				Page <u>  </u> of <u>  </u>		
<b>SHIP FROM</b>				Bill of Lading Number: <u>  06141411234567890  </u>				
Name: <u>  ABC Company  </u> Address: <u>  1000 ABC Drive  </u> City/State/Zip: <u>  Any City, AB, 10s000  </u> SID#: _____ FOB: <input type="checkbox"/>								
<b>SHIP TO</b>				CARRIER NAME: <u>  LTL Transportation  </u>				
Name _____ Location #: _____ Address: _____ City/State/Zip: _____ CID#: _____ FOB: <input type="checkbox"/>				Trailer number: _____ Seal number(s): _____				
<b>THIRD PARTY FREIGHT CHARGES BILL TO:</b>				SCAC: _____ Pro number: _____				
Name: _____ Address: _____ City/State/Zip: _____				Freight Charge Terms: <i>(freight charges are prepaid unless marked otherwise)</i> Prepaid _____ Collect _____ 3 <sup>rd</sup> Party _____				
SPECIAL INSTRUCTIONS:  Hazardous Material Emergency – Call ABC Company <b>1-800-111-2222 (DAY OR NIGHT)</b>								
<b>CUSTOMER ORDER INFORMATION</b>				Master Bill of Lading: with attached underlying Bills of Lading <input type="checkbox"/> (check box)				
<b>CUSTOMER ORDER NUMBER</b>	<b># PKGS</b>	<b>WEIGHT</b>	<b>PALLET/SLIP (CIRCLE ONE)</b>					<b>ADDITIONAL SHIPPER INFO</b>
			Y	N				
			Y	N				
			Y	N				
			Y	N				
			Y	N				
			Y	N				
<b>GRAND TOTAL</b>								
<b>CARRIER INFORMATION</b>								
<b>HANDLING UNIT</b>		<b>PACKAGE</b>		<b>WEIGHT</b>	<b>H.M. (X)</b>	<b>COMMODITY DESCRIPTION</b> <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	<b>LTL ONLY</b>	
<b>QTY</b>	<b>TYPE</b>	<b>QTY</b>	<b>TYPE</b>				<b>NMFC #</b>	<b>CLASS</b>
<b>GRAND TOTAL</b>								
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of the property as follows: "The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ per _____."						COD Amount: \$ _____		
						Fee Terms: Collect: <input type="checkbox"/> Prepaid: <input type="checkbox"/> Customer check acceptable: <input type="checkbox"/>		
<b>NOTE Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. - 14706(c)(1)(A) and (B).</b>								
RECEIVED, subject to individually determined rates or contracts that have been agreed upon in writing between the carrier and shipper, if applicable, otherwise to the rates, classifications and rules that have been established by the carrier and are available to the shipper, on request. The shipper hereby certifies that he/she is familiar with all the terms and conditions of the NMFC Uniform Straight Bill of Lading, including those on the back thereof, and the said terms and conditions are hereby agreed to by the shipper and accepted for him/herself and his/her assigns.						The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.  _____ Shipper		
<b>SHIPPER SIGNATURE / DATE</b> <small>This is to certify that the above named materials are properly classified, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT.</small>				<b>Trailer Loaded:</b> <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		<b>Freight Counted:</b> <input checked="" type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/Pieces		
						<b>CARRIER SIGNATURE / PICKUP DATE</b> <small>Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle.  <i>Property described above is received in good order, except as noted.</i></small>		
<b>FOR CHEMICAL EMERGENCY – SPILL, LEAK, FIRE, EXPOSURE OR ACCIDENT CALL ABC COMPANY 1-800-111-2222 (DAY OR NIGHT)</b>								

## Characteristics: Hazardous Material Carrier Information Section Options

### Option 1A: Hazardous Material information placed on front page of VICS BOL

CARRIER INFORMATION								
HANDLING UNIT		PACKAGE		WEIGHT	H.M. (X)	COMMODITY DESCRIPTION <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	LTL ONLY	
QTY	TYPE	QTY	TYPE				NMFC #	CLASS
1	PLTS	30	CTNS	200 lbs	X	Ethylene dichloride, 3, UN1184, PG II, (6.1)	85860	70
2	PLTS	90	CTNS	600 lbs	X	Butyryl chloride, 3, UN2353, PG II, (6.1)	85880	70
3		120		800 lbs		GRAND TOTAL		

### Option 1B: Hazardous Material information put on Supplement Page(s) Carrier Information.

The Supplement Page Carrier Information section is completed as shown in Option 1A above.

The Supplement Page can be modified to be only the Carrier Information Section

CARRIER INFORMATION								
HANDLING UNIT		PACKAGE		WEIGHT	H.M. (X)	COMMODITY DESCRIPTION <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	LTL ONLY	
QTY	TYPE	QTY	TYPE				NMFC #	CLASS
					X	Hazardous Material - See Attached Supplement Page(s)		
3		120		800 lbs		GRAND TOTAL		

### Option 3: Hazardous Material information is communicated on an attached Hazardous Item List.

The exact format of the Hazardous Item List is specifically the responsibility of the Shipper based the understanding of U.S. Department of Transportation Hazardous Material shipping papers requirements.

CARRIER INFORMATION								
HANDLING UNIT		PACKAGE		WEIGHT	H.M. (X)	COMMODITY DESCRIPTION <small>Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC Item 360</small>	LTL ONLY	
QTY	TYPE	QTY	TYPE				NMFC #	CLASS
3	PLT	120	CTN	800lbs	X	See Attached Hazardous Item List		
3		120		800 lbs		GRAND TOTAL		



