



Supplier Routing Guide

To: All Suppliers,

This routing letter serves to inform you that we have chosen **UPS** as our transportation carrier for small packages and **USF Holland** for LTL/Truckload shipments.

SMALL PACKAGE FREIGHT

All compatible package freight must be shipped to Gill Industries via **UPS**. Unless stated otherwise, charges for small package should be billed Freight Collect to our UPS account number. When shipping to these locations please use the location account number. *Weight Guideline: Shipments up to 150 lbs.*

Gill MI Plainfield MFG 5271 Plainfield Ave NE Grand Rapids, MI 49525 **462-016**
 Gill Georgia MFG 505 N Industrial Blvd Trenton, Georgia 30752 **2X7-848**

All shipments to these locations should include the following information:

- Reference Number Field 1: Purchase Order Number
- Reference Number Field 2: Packing Slip Number

This ensures that we receive proactive information for all packages sent to our facilities. This will help your company and ours by minimizing the time spent communicating shipment information. If you have questions on how to set up your UPS shipping system, call 1-800-PICK-UPS (742-5877)

To adhere to our strict safety guidelines please insure the maximum weight for a single box is **30 lbs** or less.

DO NOT ADD INSURANCE TO ANY SHIPMENTS

LTL / TRUCKLOAD

All compatible freight must be shipped to Gill Industries via **USF Holland**. Unless stated otherwise, charges for LTL / Truckload should be billed Freight Collect. *Weight Guideline: Shipments 150 lbs. or greater up to 8000 lbs. Please contact a Gill Industries Logistics Manager for any shipment over 8000 lbs for an assigned carrier.*

Gill Industries Grand Rapids - George Popovic 616-889-2758 Gill Industries Georgia - Herb Herbst 423-242-8613

Bill of Lading must be filled in with the following information:

1. Proper freight description and classification
2. Part Number(s) by line item
3. Carrier billing instructions
4. Packing list must be attached to the outside of the shipment

PREMIUM FREIGHT

A Gill Logistics Manager **MUST** authorize all expedited shipments that are at Gill Industries expense.

Failure to follow these instructions will result in a debit. Debit is \$100 per incident.

Preferred expedite carriers:

Next Day Air – Small Package	UPS
Next Day Ground	Gill Industries – Grand Rapids, MI use CH Robinson 616.940-1200 or Contact Gill Industries Logistics Manager - George Popovic 616-889-2758 Gill Industries – Trenton, GA use DTH Expeditors 1.800.393.8403 or Contact Gill Industries Logistics Manager - Herb Herbst 423-242-8613
Same Day Ground	Gill Industries – Grand Rapids, MI use Same Day Delivery (Within Grand Rapids area) 616.791.6400 or Contact a Gill Industries Logistics Manager - George Popovic 616-889-2758 Gill Industries – Trenton, GA use DTH Expeditors 1.800.393.8403 or Contact a Gill Industries Logistics Manager - Herb Herbst 423-242-8613
Same Day Air (Charter)	Contact a Gill Industries Logistics Manager Grand Rapids - George Popovic 616-889-2758 Georgia - Herb Herbst 423-242-8613