

PRAB & HAPMAN INBOUND ROUTING GUIDE

Important note to all vendors: Please read these shipping instructions carefully. Any unauthorized use of transportation other than those indicated on the routing guide will result in the deduction of excess cost from your invoice. The deduction will be issued in the form of a supplier chargeback and is subject to an administrative minimum fee of **\$50.00**.

Thank you in advance for your cooperation! If there are any questions or concerns regarding this guide, please contact the Prab & Hapman shipping department at:

Shipping Department Email: SHIPPING@PRAB.COM

Andrew Crews, Hapman Shipping Specialist: 269-382-8259 – ACREWS@HAPMAN.COM

Troy Vincent, Hapman Shipping Specialist: 269-382-8257 – TVINCENT@HAPMAN.COM

Stephanie Wilson, Shipping Supervisor: 269-569-7476 SWILSON@HAPMAN.COM

Lucas Whitney, PRAB Shipping Specialist: 269-569-8506 LWHITNEY@PRAB.COM

PARCEL SHIPMENTS: BOX OR BOXES TOTALING UNDER 125 POUNDS

Please contact one of the shipping specialists above for UPS or FedEx ground account info. If shipping multiple boxes and the overall weight totals over 125 pounds, **ship boxes on pallet using LTL guide.**

LTL SHIPMENTS: PALLETS/TUBES/BOXES ON SKID OVER 125 POUNDS

*****NOTE: SHIPPING OVERLENGTH ARTICLES – All orders containing any item measuring at least 8' in length must ship via OLD DOMINION FREIGHT LINES*****

LTL Shipments originating the following states:

****Under 500 pounds: Ship via Dayton Freight**

****Over 500 pounds: Ship via Old Dominion Freight Lines**

Michigan	Illinois	Indiana	Ohio
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All LTL Shipments originating from the following states:

Ship via Old Dominion Freight Lines

Alabama	Arizona	Connecticut	Florida
Georgia	Iowa	Kansas	New Jersey
North Carolina	Pennsylvania	South Dakota	Tennessee
Virginia	Wisconsin	All Canadian Provinces	

All other states: please ship via Old Dominion Freight Lines

All international shipments other than Canada: Contact for Assistance

If shipment is unable to ship via LTL for any reason, please contact us for assistance.

If contacting Prab & Hapman shipping department for assistance to schedule a shipment, a 24-hour prior notice is required before shipment can be scheduled.

Prab & Hapman reserve the right to change this routing guide at any time.