

**ALL CARLEX PAID TRANSPORTATION MUST BE SHIPPED WITH COLLECT FREIGHT TERMS**

Origin will determine whether shipment will require Parcel, LTL (Less Than Truckload) or FTL (Full Truckload) based on dimensions and weight of product.

**Please include following bill-to information on the BOL:**

**TL Shipments: -**

**LynnCo**  
2448 E 81st St, Ste 2800,  
Tulsa, OK 74137

**LTL Shipments:-** (must use LynnCo BOL)

**LynnCo**  
2448 E 81<sup>st</sup> St, Ste 2800,  
Tulsa, OK 74137

**Definition of Terms**

**LTL** – Shipments weigh less than 10,000 lbs **AND** occupy less than 16 ft. of linear truck space

**FTL** – Shipments weigh more than 10,000 lbs **OR** occupy more than 17 ft. of linear truck space

**Parcel**– Small package and envelope shipments

**Expedite**—Service requiring an immediate need by consignee. Buyer must be notified

Parcel	LTL
FedEx 800-463-3339 Account # : See Purchase Order Shipment Detail: Less than 100 lbs Length less than 96" Length & width combined less than 130"	LynnCo provides the following for shipment booking: <a href="http://www.lynnco-scs.com/SuiteEdge/login.aspx">Open browser and go to www.lynnco-scs.com/SuiteEdge/login.aspx</a> <ul style="list-style-type: none"> <li>· Email/User Name: carlexvendor</li> <li>· Password: lynnco</li> </ul> If the shipment is time sensitive <b>call LynnCo</b> you have created the BOL Anything 8 pallets or 10k lbs. <b>call LynnCo</b> once you have created the BOL If there is no carrier on the BOL <b>call LynnCo</b> You are required to enter the Carlex PO#

**Special Expedite Instructions:**

- Supplier will confirm and receive approval from appropriate Carlex personnel
- Supplier will contact LynnCo to arrange expedite
- Supplier will assist with scheduling and personnel availability at origin to ensure proper pick-up