



NATIONAL FORWARDING CO., INC.

2800 ROOSEVELT ROAD – BROADVIEW, ILLINOIS 60155

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“Proudly Serving Military Families”

DATE: April 12, 2016
TO: Agents and Haulers of National Forwarding Co., Inc. and Affiliates
FROM: Cheryl Garamoni, Vice President, Agency Services
SUBJECT: Reporting Shipment Weights

All military shipments must be weighed and legible copies of the weight tickets must be sent to the origin agent so they can be forwarded to the origin base, this is called “7 Day Documents or Supporting Shipment Documents”.

DPS must also be updated in a timely manner. NFC requests the hauling agent contact our office, either by phone or email, with the shipment gross, tare, actual weight and progear weight within (3) three days of pickup. The weights will be entered into DPS and if the customer or the base requests a reweigh, there is enough time for the request to be entered and the hauler notified prior to delivery.

If a reweigh request has been made, NFC will advise the hauler to perform the reweigh prior to SIT or direct delivery. When the light weight is performed, NFC needs the hauler to contact us with the reweigh weights ASAP. This information must be entered into DPS within (3) three days of shipment delivery. Do not wait until you bill the shipment to give us the reweigh information.

Failure to comply with these timelines puts NFC at risk of receiving a LOW or LOS which can affect the volume of shipments available to our agents.

CJG/ab