



NATIONAL FORWARDING COMPANY, INC.

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DATE: June 17, 2008

TO: All Military Agents of National Forwarding Co., National Van Lines,
and All Subsidiaries and Affiliates

FROM: Eileen Sherman, Vice President, Operations

SUBJECT: **Pre-Move Survey - Estimated Weight Accuracy**

With the arrival of summer business, the disruptive effect of inaccurate weights is greatly magnified. Too often, we are leaving overflows, missing pickups because of a lack of space, or refusing shipments because we think the driver is full because the estimated weight is not accurate.

Please make sure that you complete the pre-move survey and include the completed Table of Measurements. Note that 5% of the booking commission is allocated toward the completion of an accurate pre-move survey. If the pre-move survey is off by the greater of 20% or 1000 pounds, you will not be considered to have complied with the pre-move survey requirement.

The pre-move survey must be submitted five days prior to the pickup date in order for it to be considered valid (except for short-notice shipments). Sending in the pre-move survey along with origin documentation does not qualify as compliance because it does not give us an opportunity to use it. It must be received by us so it can be entered into our system at least five days before the pickup date.

Thank you very much for your cooperation and understanding. Please contact me if you have any questions.

ES/lg

Important Note: The pre-move survey is a requirement of the Tender of Service. Our failure to comply may result in the issuance of Letters of Warning, leading up to a Suspension. We have received complaints regarding noncompliance from a number of PPSOs. Please review the Tender of Service requirement set forth on Page IV B-10. Your DoD approval requires that you maintain an updated copy of the Tender of Service. Please contact us if you need another copy.