



ROUTING GUIDE

When XL Machine Co. is paying for the freight cost, these are the routing instructions to follow. Any deviations from routing guide not approved by XL will be re-billed to the shipper.

The XL Machine Co. Purchase Order Number **MUST** be included on **ALL** shipping documents.

Domestic (U.S. Origin) Shipments:

- **Small Package Shipments (1lb to 75lbs per shipment)**
Use UPS. If UPS is not available, the backup small package carrier is Fed Ex.
Contact Andy English (see below) for account numbers
Default service is Ground, unless the Purchase Order states otherwise.
- **LTL Truck Shipments (75lbs to 10,000lbs and under 50% of a 48' trailer)**
Shipping from: Michigan
Use USF Holland (hollandregional.com) 800-289-2863
Specify "freight collect" on your truck bill of lading. No account number is needed.
- For backup, contact Andy English (contact information below)
- **LTL Truck Shipments (75lbs to 10,000lbs and under 50% of a 48' trailer)**
Shipping from: States other than Michigan
Contact Andy English, Major Goodenough or Chris Orlovski.
- **Large Shipment (10,000lbs or greater or more than 50% of a 48' trailers)**
Or over-sized &/or over-weight shipments requiring special equipment
Such as flatbed trailers): Contact Andy English, Major Goodenough or Chris Orlovski.
- **International (foreign origin) Shipments:**
Small Package Shipments (1lb to 75lbs shipments) {1 to 34kg}
Use UPS. For back up small package carrier use DHL Express and contact Andy English (see below) for account number.
- **Freight Forwarder Shipments: Air or Ocean (75lbs or greater)**
Email or Fax all international paperwork [commercial invoice and pack slip] to Andy English or Major Goodenough (see below)
Contact Andy English or Major Goodenough for instructions and assignment of Freight Forwarder/Agent.

Contact information for any/all questions about in the Routing Guide:

Andy English

Ph: (269)279-5128 x103

Fax (269)279-6197

andrew.english@xlmachine.com

Major Goodenough

Ph: (269)279-5128 x106

Fax (269)279-6197

Major.Goodenough@xlmachine.com

Chris Orlovski

Ph: (269)279-5128 x118

Fax (269)279-6197

chris.orlovski@xlmachine.com

20481 Highway M60, Three Rivers, MI 49093 269.279.5128

www.xlmachine.com

IATF 16949:2016