Bill of Lading

The bill of lading is:

- 1. A CONTRACT between the carrier and the shipper for the transportation of the goods;
- 2. A RECEIPT issued by the carrier to a shipper for goods received for transportation;
- 3. Evidence of TITLE to the goods in case of a dispute.

See the Documentation section under ABF General Policies Providing Customer Protection or Item 361-Bill of Lading-Authorized of the ABF 111 Series Rules and Special Service Charges for ABF's policy on governing bills of lading.

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ABF FREIGHT LISTEM. INC.

Bill of Lading Instructions

A correct bill of lading ensures an accurate invoice and, therefore, accurate freight charges. If your company does not generate its own bills of lading, contact your local ABF sales representative or ABF driver and they will be happy to provide you with our BOLs. You may also create and print a bill of lading from our website, abf.com.

Special care in the following aspects of the shipping process will help to create problem-free movement of your freight.

Proper Packaging — Proper packaging can greatly reduce the opportunity for damage and some packaging errors can even eliminate ABF's liability.

Proper Labeling — Shipping labels must be placed on every piece of your shipment. Origin and destination information must match exactly with the bill of lading. DOT hazardous material labels are required when shipping DOT hazardous materials.

The sample bill of lading on the facing page will help you fill out your bill of lading correctly, thus helping ABF to provide error-free delivery of your freight.

- Complete proper name, city and street address of shipper.
- Enter the date the shipment is given to the carrier.
- You may include special notes or markings such as a purchase order number assigned by your company.
- Complete proper name, city and street address of consignee.
- State and zip code information for the shipper and consignee.
- You may include special instructions for the carrier to ensure prompt delivery (some special services may be subject to additional charges).
- If you want the carrier to collect a COD amount, clearly mark the bill of lading as "COD."
- Enter the COD amount and provide the name and address for remitting the COD amount.
- Indicate whether the COD fee is prepaid or collect. Normally, the party responsible for the COD fee is the same as the party paying the freight charges.
- Exact number of pieces that must be physically moved for the total piece count.
- 11. A description of the type(s) of packaging used.
- Clear description(s) of the freight, especially when shipping DOT hazardous materials. Include the NMFC item number.
- For HAZARDOUS MATERIALS shipments, refer to the Hazardous Materials Shipping Paper Checklist.
- Exact weight of the freight. The weight of each individual commodity in the shipment must be listed separately.

- 15. You must indicate any special declared value of commodities in the shipment by indicating, at the time of shipment, in writing in the section or box designated "Kind of Package, Description of Articles, Special Marks and Exceptions," or some similarly marked area on the bill of lading, the total dollar amount of excess liability coverage requested. For a complete explanation of ABF's general liability coverage, please see Item 780-1, ABF 111 Series.
- Indicate who is responsible for freight charges. Prepaid charges indicate the shipper will pay. Collect charges will be collected from the consignee.
- 17. When the bill of lading is properly prepared and Section 7 is executed, the carrier is severely limited in its ability to collect from the shipper any freight charges billed to the consignee. See Section 7 for further details.
- 18. When a commodity is rated based on released value, the shipper should note the value of the goods in the space provided. For example: NMFC Item 120800, Engines, Internal Combustion, NOI, other than mounted on trailers or wheeled shipping carriers, RVNX \$5.00 per pound is rated at class 85. For this item, the section should read: "The agreed upon or declared value of the property is specifically stated by the shipper to be not exceeding \$5 per pound." Otherwise, ABF may apply the lowest released value and rating or the highest actual value and rating (see Item 420, ABF 111 Series). Excess liability coverage is not available in connection with items rated based on a released value.
- 19. If the freight bill is to be sent to a location other than the shipper's address (on a prepaid move) or the consignee's address (on a collect move), indicate the complete name and address of the party to receive the freight bill.
- The terms of the bill of lading contract must be endorsed with the shipper's written signature and printed name.

The signature of an ABF employee on the bill of lading only acknowledges receipt of the freight and does not change the price, terms or conditions of movement. Continued use of an unauthorized bill of lading by the shipper will not constitute an implied acceptance by ABF.