

25272 Leer Drive  
Elkhart, IN 46514



Ph: 574-262-2639  
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### Freight Form

Date \_\_\_\_\_ Ph: \_\_\_\_\_ Fx: \_\_\_\_\_

Cust # \_\_\_\_\_ Business Name \_\_\_\_\_

Order # \_\_\_\_\_ Receiving Address \_\_\_\_\_

PO # \_\_\_\_\_ Receiving Address \_\_\_\_\_

Attn: \_\_\_\_\_ Receiving Address \_\_\_\_\_

Notes \_\_\_\_\_

Our Freight Program is based on "Dock to Dock" Services.

>>>> Receiving days: \_\_\_\_\_ <<<<<

>>>> Receiving hours: \_\_\_\_\_ <<<<<

**No Additional Charges:**

**Additional delivery circumstances:**

I am zoned Commercial  Yes  No If no>>>>  Residential Address or Limited Access  
\$90 Fee or more\*

Loading Dock (flush with truck bed)  Yes  No

OR

If no>>>>  Lift Gate - \$40 Fee or more\*

I have a Fork Lift  Yes  No

Loading Dock or Fork lift required to avoid this fee

Yes I Receive Full Size Trailers

Driver to Hand Unload - \$65 Fee or more\*

Inside delivery - \$50 Fee or more\*

Courtesy Call from Sherwood, when Ships

Carrier Call for Delivery Appt - \$10 Fee or more\*

\$65 Fee or more for Re-Delivery - **Do Not Refuse your Shipment.**

\*Complete info is crucial in selecting your freight carrier as incorrect info can result in an increase to noted fee

If there are Damages or Shortages, simply Record the Discrepancy on the Delivery Receipt  
**before you Sign it**, then promptly call or fax us with your Claim Report.

Freight Companies dictate that we file Damages/Shortages within a few days, from Delivery of Product.

\_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Completed By