SMITH & CO-2 LLC

Commodity & Facility Instructions Form

Special handling and pickup / delivery instructions | (775) 501-7132 | admin@smithcologistics.com

Shipper / customer	_____
Load / PO reference	_____
Commodity	_____
Packaging / pallet count	_____
Declared value (if applicable)	_____
Temperature range (if applicable)	_____
Handling / loading requirements	_____
PPE / site rules	_____
Pickup facility hours / appointment	_____
Delivery facility hours / appointment	_____
Special equipment / accessorials	_____
Emergency / exception contact	_____

Special instructions

- Describe loading, securement, temperature, fragile, stacking, or other special handling requirements.
- Identify appointment procedures, check-in requirements, PPE, site restrictions, and contact numbers.
- Clearly identify any hazardous materials and provide required shipping papers and declarations through appropriate channels.
- Notify the broker promptly if shipment details or facility instructions change.

Authorization

Prepared by: _____ Date: _____

Acknowledged by: _____ Date: _____

Return completed documents to admin@smithcologistics.com.

Privacy reminder: do not send tax identification numbers through unsecured email. Use a secure delivery method when available.