**Snap-on Policy for “Direct Ship” (“drop ship”) Orders shipping to Canada**

Orders designated as “Direct Ship” or “Drop Ship” to one of our customers or franchisees are to be shipped 3RD PARTY in the following manner:

**All Canada Direct shipments require a Commercial Invoice**. .

***Small Package:*** Ship UPS - A single package weight not exceeding 150 lbs. and length must be under 48 inches. Or if you have a multiple piece shipment with combined weight of 200 pounds or less.

THIRD PARTY BILLING/Account: Sold To, Duties & Taxes to be billed to account:

UPS account # **581611** UPS account # **1081W8**

Snap-on Snap-on Tools of Canada Co.

2801 80th Street 6500 Millcreek Drive

Kenosha, WI 53143 Mississauga, ON L5N2W6

Broker Account # SABS03386

**Note: Sold to on Snap-on purchase order shipments must be:**

Snap-on Tools of Canada Co.

6500 Millcreek Drive

Mississauga, ON L5N 2W6

Note: UPS SCS is the Import Broker for all UPS Parcel Shipments

*Please reference Snap-on Purchase Order number in Reference field 1, 2, or3 this is a requirement.*

***Less-than-truckload (LTL) shipments****:* Shipments weighing 200 to 10,000 pounds or that take up 6 pallet spaces of a trailer or less are to be shipped with two separate bills of lading:

If shipping from **CT, NH, MA, ME, NY, RI, & VT** Please contact TST Overland at 1-888-878-9229. Snap-on 3rd party account number is 0246756. The 3rd party address is listed below.

If shipping from any other states not listed above carrier is SAIA (SCAC: SAIA) please use this link to find your [local terminal](http://www.saia.com/trnscov0.aspx?t=l) or

Saia National account contacts are [naecustomerservice@saia.com](mailto:naecustomerservice@saia.com) PH: 800-851-5851.

On the Bill of Lading please make sure to provide the following information for the Special Instructions.

**Note: Sold to on Snap-on purchase order shipments must be:**

Snap-on Tools of Canada Co.

6500 Millcreek Drive

Mississauga, ON L5N 2W6

Livingston International (Import Broker)

6725 Airport Road Suite 100

Mississauga, ON L4V 1V2

Account Number: 203693

Client Service Team Number: 49269 – Airport Road

**Freight Terms:** Third Party billing to:

Snap-on c/o Cass Info Sys

P.O. Box 67,

St. Louis, MO 63166

To see an example BOL – see page 3

*Please reference at least one Snap-on Purchase Order number on BOL order number section*

Also, make sure customer service advises you of the consignee’s telephone number and if a lift gate is required for delivery if you need this information please contact Snap-on Service at 877.762.7662. Please note that information on the bill of lading.

Please contact Jennifer Berkompas @ 815-479-6538 if you have any requests for a routing deviation.

***Truckload Shipments:*** For all truckload shipments please contact [transportationservices@snapon.com](mailto:transportationservices@snapon.com)

Please see Less-than-truckload shipments for BOL terms and instructions.

The addition of freight charges or handling charges to the invoice for goods is strictly prohibited unless authorized by Snap-on.

The above will authorize the individual carrier to ship all freight to us at our negotiated classes and rates. You must provide the carrier with the correct National Motor Freight Classification item code and freight class. If you are not sure what the code is, please provide the carrier with the description of the product to be shipped. They will be able to cross-reference the proper NMFC item code based on your description. Failure to provide the freight class and NMFC code will result in excessive freight charges by the carrier that will be billed back to the shipper.

If you have any issues or questions, please contact

Jennifer Berkompas

815.479.6538

[Jennifer.L.Berkompas@snapon.com](mailto:Jennifer.L.Berkompas@snapon.com)

**BOL Example for shipping LTL, Volume, & Truckload from US to Canada**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| May 22, 2017 | | | | **Bill of Lading – Short Form – Not Negotiable** | | | | | | | | | | |  | | |
| **Ship From** | | | | | | | | | | Bill of Lading Number: ( your BOL) | | | | | | | |
| (Supplier/Shipper name)  (Supplier/Shipper address)  (Supplier/Shipper City, State, Zip)  (Supplier/Shipper Phone) | | | | | | | | | | **Bar Code Space** | | | | | | | |
| **Ship To** | | | | | | | | | | **Carrier Name: SAIA** | | | | | | | |
|  | | | | | | | | | | Trailer number:  Serial number(s): | | | | | | | |
| **Third Party Bill TO:** | | | | | | | | | | **SCAC: SAIA** | | | | | | | |
| Snap-on C/O Cass Info Sys  PO Box 67  St Louis, MO 63166 | | | | | | | | | | Pro Number:  **Bar Code Space** | | | | | | | |
| Special Instructions:  Livingston International (Import Broker)  6725 Airport Road Suite 100  Mississauga, ON L4V 1V2  Account Number: 203693- 151  Client Service Team Number: 49269 – Airport Road  Snap-on Account | | | | | | | | | | **Freight Charge Terms (Freight charges are prepaid unless marked otherwise):**  Prepaid  Collect  3rd Party  | | | | | | | |
|  Master bill of lading with attached underlying bills of lading. | | | | | | | |
| **Customer Order Information** | | | | | | | | | | | | | | | | | |
| **Customer Order No.** | | | | | | | | # of Packages | | Weight | Pallet/Slip (circle one) | | **Additional Shipper Information** | | | | |
| Enter Snap-on PO | | | | | | | |  | |  | Y | N |  | | | | |
|  | | | | | | | |  | |  | Y | N |  | | | | |
|  | | | | | | | |  | |  | Y | N |  | | | | |
| **Grand Total** | | | | | | | |  | |  |  | | | | | | |
| **Carrier Information** | | | | | | | | | | | | | | | | | |
| **Handling Unit** | | **Package** | | |  | | | | | | | | | | | **LTL Only** | |
| Qty | Type | Qty | Type | | Weight | HM (X) | **Commodity Description**  Commodities requiring special or additional care or attention in handling or stowing must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(e) of NMFC item 360 | | | | | | | | | NMFC No. | Class |
|  |  |  |  | |  |  |  | | | | | | | | |  |  |
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| **Note: Liability limitation for loss or damage in this shipment may be applicable. See 49 USC § 14706(c)(1)(A) and (B).** | | | | | | | | | | | | | | | | | |
| **Shipper Signature/Date**    This is to certify that the above named materials are properly classified, packaged, marked, and labeled, and are in proper condition for transportation according to the applicable regulations of the DOT. | | | | | | **Trailer Loaded:**   By shipper   By driver | | | **Freight Counted:**   By shipper   By driver/pallets said to contain   By driver/pieces | | | | | **Carrier Signature/Pickup Date**    Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the DOT emergency response guidebook or equivalent documentation in the vehicle. Property described above is received in good order, except as noted. | | | |