CHECKS OR LUMPER FEES

When you have a Lumper fee situation, please follow the steps below to reimburse the driver. Ask if the driver needs a check to pay the lumper fee or if he has already paid for it.

If the driver needs a check, follow these steps:
 Send an email to <u>efs@beemac.com</u> "Need a check for lumber fee for \$ _ _ _ Load # _ _ _ "

Then you will receive a reply like this

Money Transfer code XXXXX, (driver will need this number)

Report Reference #XXXXXX,

Amount \$\$\$\$\$,

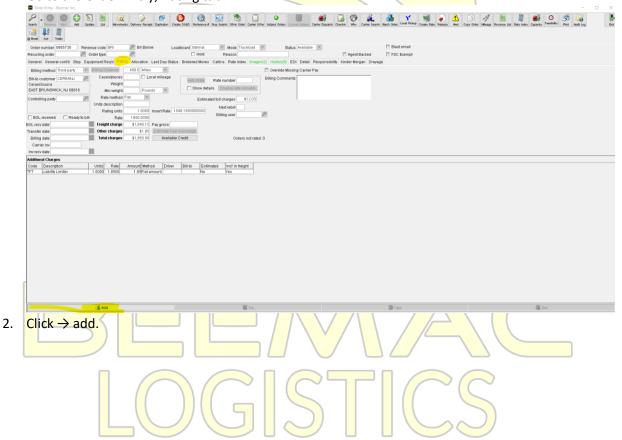
Issued to XXXX

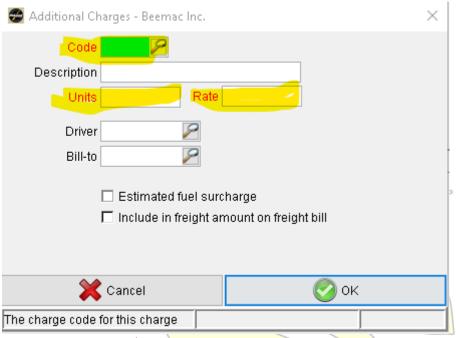
Notes **lumper 08xxx**.

• If the driver has already paid the lumper fee, always REQUEST PROOF!

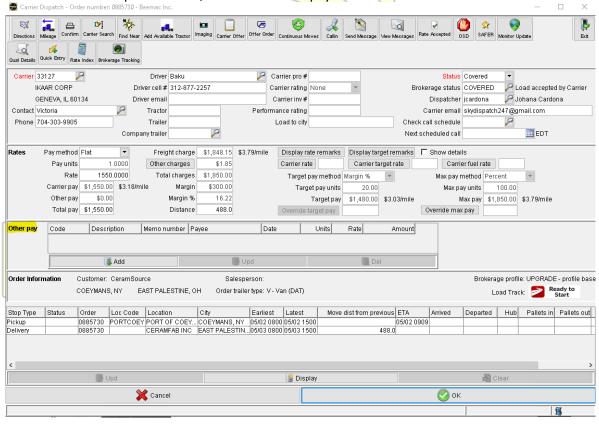
Once you receive the proof advise the team and send a new rate con with the carrier's extra pay

1. Go to the Order Entry, Rating tab.

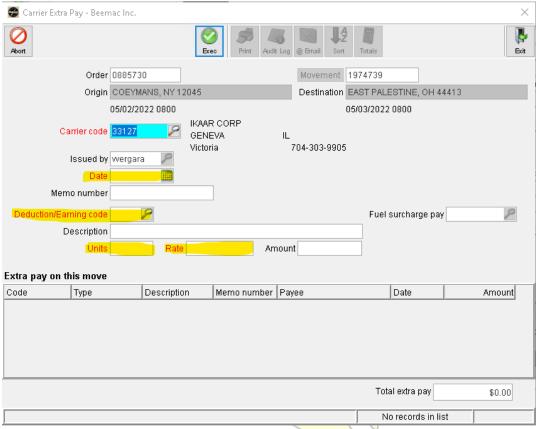




- 3. Use Earing code: UNL / Unloading Fee Pay
- 4. Go to the Carrier dispatch screen, under the "Other pay" section:



5. Click \rightarrow add and fill in the highlighted areas.



- 6. Deduction / Earing code: UNL / Unloading Fee Pay
- 7. Click \rightarrow Exec to save it.
- 8. Click →Confirm, Send the New Rate confirmation to the driver.

BEEMAC LOGISTICS