

Awarding Load to Beemac Asset

1. Create the order, be sure to make sure “BROKERAGE” is **not checked** in *Movements*
2. Use *Driver Loads Commission Calculator* excel doc to determine charges
 1. *All In Rate’ = the total amount your customer awarded you for the lane*
 2. *Miles = Billing Distance as found on the order’s Rating tab*
 3. *FSC = Beemac’s fuel surcharge for the day (unless customer has their own FSC you are to use)*
3. Add the calculated “Line Haul” to the *Insert Rate box on the orders rating tab*
4. *Add additional charge, code FSF, for the calculated Fuel SurCharge*
5. *Add additional charge, code LOG, to add Hybrid Sales Commission as calculated to the sales rep*
6. When these steps are complete, send the order number to the asset truck’s dispatcher to have driver assigned

