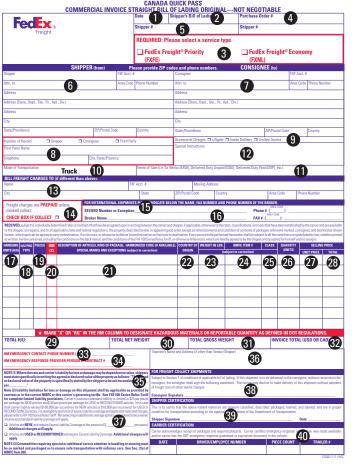


Canada Quick Pass Preparation Guide



- Date: MM/DD/YY freight was shipped or picked up by carrier.
- **Shipper's Bill of Lading number:** Supplied by the shipper to reference shipment information.
- **Service Type: Required.** Select the service type for your shipment. You can find transit times and quotes for your shipment at fedex.com/us/freight/main.
 - FedEx Freight® Priority when speed is critical to meet your supply chain needs.
 - FedEx Freight® Economy for when you can trade time for savings.
- Purchase Order number: Supplied to the shipper by the consignee or buyer to reference their goods.
- **Shipper number:** Reference number provided by the shipper.
- Shipper Section: Includes shipper's name, FedEx Freight account number, attention designation, phone number and address.
- Consignee Section: List consignee's name, FedEx Freight account number, attention designation, phone number and address. Red box is used to indicate C.O.D. (see No. 14).
- Importer of Record Section: Indicates the party responsible for customs clearance and duties payments if they are applicable. It could be designated as the shipper, consignee or a third party. If the Importer of record is a third party, indicate the third party contact name, telephone, city and state or province. This is a mandatory section.
- Accessorial Charges*: Indicate whether any of the following apply to this shipment:
 - **Liftgate:** FedEx Freight trailer will require a liftgate to load or unload the shipment.
 - **Inside Delivery:** Shipment will require pickup or delivery beyond a point directly accessible to trailer.
 - Limited Access: Pickup or delivery will need to be made at a limited access location (e.g., school, construction site, military base).
- 10. Mode of Transportation: Truck
- 11. Terms of Sale: Terms and Conditions of sale agreed upon by vendor/shipper and purchaser.
- 12. Special Instructions: Include any special instructions relative to the shipment.
- 13. Third Party Bill To: List representative responsible for paying freight charges, if different from shipper or consignee, and payor's FedEx Freight account number, if known.
- 14. Freight Charges: Terms of freight. Charges are prepaid unless marked Collect.
- **EEI/SED Number or Exception:** Electronic Export Information (EEI), formerly Shipper's Export Declaration (SED), is used by the U.S. Census Bureau for compiling official U.S. export statistics and to help regulate the export of goods to other countries. This field is required for shipments requiring special permits or licensing.
- 16. Broker Information: Include the name, phone number and fax number of the Canadian customs broker. This is a mandatory field.
- 17. Handling Units (H/U): Number of units requiring loading (e.g. 1 pallet).
- **18. H/U PKG. Type:** Type of shipping unit (e.g. pallet, crate, drum).
- 19. Pieces: Total number of pieces for shipment.
- 20. Hazardous Materials (X): Column should contain an X or an RQ if containing hazardous materials. Please note an emergency contact phone number.
- 21. Body of Bill: Include type of shipping container (carton, skid, drum, etc.), freight description (completely describe contents), special markings (precautionary markings such as Keep Upright, Freezable, Glass, Do Not Double Stack, etc.), and special instructions (Call Before Delivery, Lift-Gate Requested, etc.)
- Country of Origin: Always complete. If all goods originated from the same country, then note the country of origin. If goods originated from different countries, then note Various" and indicate the country of origin for each item in column 22. This is a mandatory field.
- Weight in Pounds (LBS.): Total weight for each commodity.
- 24. NMFC Item number: Shipper provides NMFC item number for commodity type. For help in determining NMFC item number, contact Canada Solutions Team at 1.866.393.4685.
- Class: Shipper class number is assigned by NMFC for proper rating. For help in determining NMFC class designation, contact our Canada Solutions Team at 1.866.393.4685.
- 26. Quantity (Units): The quantity of units for each item must be shown, e.g. 25 boxes, 1 set, 10 components, etc.
- **27**. Selling Price/Unit Price: Price per product unit as referenced in column 27. If the goods were not sold, show the amount for which they would be sold.
- 28. Selling Price/Total: List the total price of each item in the currency of settlement (column 26 x column 27).
- **Total Handling Units:** Total number of handling units for the shipment.
- Total Net Weight: Excludes packaging.
- Total Gross Weight: Includes packaging.
- **32. Invoice Total:** Summation of column 28.
- 33. Hazardous Materials Contact: When shipping hazardous materials, please provide the Hazardous Materials Emergency Contact Phone Number.
- 34. Hazardous Materials Provider: When shipping hazardous materials, please provide the Hazardous Materials Person Name, or the Contract #.
- 35. Declared Value: When the rate is dependent on value, shipper is required to state specifically the agreed or declared value of the shipment.
- **36. Exporter's Section:** Complete only if exporter's identity is different than Vendor/Shipper in field 6.
- Excess Liability Coverage: When excess liability coverage (ELC) is requested, shipper should indicate the new or used condition of the articles and the amount of coverage being requested. Subject to maximum ELC limits and additional charges may apply.
- 38. Freight Collect Shipments: This non-recourse clause may be executed where the shipper does not want to be responsible for the inability of the carrier to collect freight charges from the consignee at destination.
- Shipper Certification: If hazardous materials, shipper must sign and date, indicating that materials are packaged, labeled, classified and marked according to DOT regulations.
- Carrier Certification: If hazardous materials, agent for carrier (driver) must sign declaring in accordance with DOT regulations. For all shipments, this field is used for driver's employee number, trailer number and pieces of the shipment.