

Campaign Inflator Kit Returns – LTL Shipping Instructions

Continental US 48 State Dealerships please follow steps 1-7 below. **Booking Template** on page 3 of this job aid must be completed prior to contacting and requesting pickup.

Continental US contact – SCFieldAction.14305@rxo.com

International and ALL Locations outside of the Continental United States (APAC, EMEA, Mexico, Hawaii, Alaska, Puerto Rico, and US Virgin Islands dealers) **CANNOT** follow below shipping instructions. Instead, dealerships in these locations **MUST** contact the TK services /XPO USA representative directly for shipping instructions

International and all other states contact – SCTakataRestrains_International@rxo.com

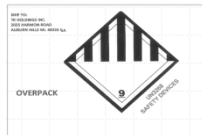
1. Shipping Documents

a) Pallet Label

- To be emailed by XPO
- To be affixed to each Pallet

b) Over-pack Label

- To be emailed by XPO
- To be affixed to the outside of each pallet



c) Bill of Lading

- To be emailed by XPO.
- Print 2 copies: 1 for Dealer Records, 1 for LTL Driver.



d) ERG Document

- To be emailed by XPO.
- To be provide by the Dealer to the LTL Driver for each shipment



TK SERVICES
1199 AUSTIN COURT
HOWELL, MI 48843

4. Shipping Instructions – Prepare the Pallet

a) Accumulate and palletize Kits

b) Arrange Kits on Pallet as pictured here

- 20 boxes per row/layer (5x4)
- 10 rows/layers per pallet (200 boxes)

c) Shrink-wrap Kits to Pallet

d) Affix Over-pack Label and Pallet Label on (1) side of Pallet (Not on Top)

e) If 200 boxes are not accumulated every 2 weeks, please proceed to step 5.

Note: If you receive non-uniform sized kits (Older version), Please contact XPO via the instructions in Box 5 for additional Instructions



2. Packing Instructions

DO NOT DEPLOY THE INFLATOR

a) Confirm box is in acceptable condition.

Box should be in good condition with no visible signs of damage and should be capable of withstanding additional transportation.

b) If a new box is needed, follow the New Box instructions located in Box 7 of this page.

c) Place the un-deployed air bag inflator in the "cradle" of the box insert.



3. Closure Instructions

a) Close the top box flap, per box closure instructions located on front panel of box using a 2" wide by 4" long piece of tape to securely Close the box.



5. Shipping Instructions – Schedule LTL Pickup

a) Upon Accumulating 200 kits (1 Over-pack/Pallet) Minimum

- Email the completed booking template from page 3. If 200 Kits have not been accumulated every 2 weeks, please email XPO for direction

b) Have the following Information Available

- Dealer #
- Quantity of Over-packs/Pallets
- Quantity of Driver Kits and Quantity of Passenger Kits on each Pallet
- Email Address where shipping Documentation can be received
- Lift gate Service Needed?

6. Shipping Instructions – Ship

a) Give 1 Copy of BOL and 1 Copy of ERG to Driver

b) Retain 1 Copy of BOL for Dealership records and archive for at least 2 Years

7. Requesting a New Box / Shipping Labels

If a new box or replacement box shipping labels are needed, please contact the representative listed below by phone or email to request replacement materials.

E-Mail: SCFieldAction.14305@rxo.com

To help expedite your request, please be prepared to provide the following information:

a) Serial number on the original box (if replacement box is needed)

b) What Type of shipping material needed

- Replacement Box
- Two Part Return Label
- Bill of Lading
- ERG Form

c) Dealer Shipping Information




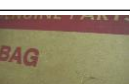











- Contact Name
- Dealer Address
- Phone Number



PACKAGE REFERENCE GUIDE

Is This Packaging Acceptable?

Hazardous materials packaging damages can be classified into one or more of the following different types. They include:

	Damage Type	YES	NO
A	Abrasions Abrasions result from sliding the package against a rough surface (e.g. concrete floors). Major abrasion (see NO column) are NOT acceptable. Note the flutes are visible.		
C	Compressions Compressions result from superimposed weights (e.g. stacked too high) or from dropping the packages. Small dimples (see YES column) are acceptable.		
D	Dents Minor dents (see YES column) occur through normal handling and picking (e.g. pulling from bin locations) and are acceptable. Major dents (see NO) result from impacts with other objects (e.g. pallet impacts).		
I	Incisions Minor incisions (see YES column) are acceptable. Major incisions (e.g. pallet box cut open with utility knife) are NOT acceptable.		
K	Improper Packing Improper packing (e.g. missing dunnaging) is always unacceptable. The packages must be properly dunnaged to prevent movement in all directions.		
L	Labeling Packages with excessive labeling are NOT acceptable, particularly, if the labels obscure other required marks and labels.		
	Other Damages Multiple damages, such as those shown, may affect the integrity of the package (see NO column). Others are not as severe and may be acceptable. If questionable, repackage the material.		
P	Punctures Minor punctures (see YES column) generally do not affect the structural integrity of the packaging, unless the puncture is completely through the wall of the packaging (see NO column).		
R	Returns UN 4G specification fiberboard boxes are considered to be Single Trip Containers (STCs) and should not be returned, particularly if they have been opened. (see NO column)		
T	Tears Minor tears (see YES column) will not generally affect the structural integrity of the packaging and are considered to be normal "wear and tear." However, large tears or rips are NOT acceptable (see NO column).		
	Water Damage, Wet Water damages, such as the example shown (see NO column) are NOT acceptable. Water damage will affect the structural integrity of the packaging. These packages should be repacked in appropriate specification packages.		
X	Repairs Repairs that may obscure required marks (see NO column) are not permitted. Packages that are damaged in the area of pre-printed specification marks, or packages that have been repaired more than once should not be accepted.		

Pallet Selection Guide

When selecting a pallet to use to ship inflators, follow these basic guidelines:

- Pallet size should be roughly 48 x48. Avoid using a pallet that would allow the material to hang over the edges when stacked.
- Should have no loose or broken slats that could allow the material to shift during transit.
- The wood should not be water damaged or rotted causing the slats to collapse under a load.

(GOOD Examples)



(BAD Examples)



