



4801 Olympia Park Plaza • Suite 3500 • Louisville, Kentucky 40241

Olin Brass Routing Guide for East Alton, IL (Updated June 2016)

1.) Shipment weight 0-100# route via UPS Ground

When shipping small package and letter, the preference is to ship prepaid and add the actual charges as a separate line item to the invoice

If the order must go collect or 3rd party bill to Olin Brass, UPS is the preferred small package and letter courier provider for freight collect and 3rd party billing. You MUST make sure UPS references the purchase order on all UPS shipments. At a minimum the person you are shipping to should be references.

If you are routing next day prior to noon delivery, you must obtain written approval from Olin Brass. Provide the shipper with your department's UPS Account Code.

2.) St. Louis Commercial Zone origins (critical or same day delivery only):

FTS Delivery (314) 721-3399

For these expedites, contact your purchasing agent to obtain routing information. **Only an Olin Brass Purchasing agent can enter loads in Supplier Connection for same day pickup.**

3.) For Standard LTL delivery (100 – 20,000#), use Best Shippers supplier connection portal:

URL: supplier.bestshippers.com

Registration Instructions (if not currently registered):

- Open your Internet browser and go to supplier.bestshippers.com
- Click on the **Create Account** link.
- Enter the Olin Brass, Inc. one-time new supplier code: **4olinbrass** in the **Account Key field**. Click **Submit**.
- **Step 2 Create Account**
Enter your **Company and Contact Information (fill in all information)**
- **Step 3 Create Username and Password**
Create your user name and password (Make sure it is something that is easy to remember). Username and Password are case sensitive
- You may create up to 3 additional accounts for additional users
- Click Submit to create your account(s)
- **Step 4 Signing In**
Enter your Username and Password that you created
- Click Sign In

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If you have any issues, please call Best Transport's operation support on 866-741-2378 press 2 for Supplier Connect Support.

Use Supplier Connection to route your Olin Brass, Inc. shipment when:

- It weighs more than 100 pounds
- It weighs less than 20,000 pounds
- It is palletized/ skidded

It has a size above 130 inches. This is determined by applying the following calculation: (length + girth, where girth is 2x width plus 2x height). **NOTE:** Make sure your shipment by size or pallet count does not utilize the cubic capacity of the trailer. To verify cubic capacity applications, contact the local LTL carrier terminal. For special handling shipments, contact Olin Brass Corporate Logistics at (502) 873-3072.

IMPORTANT: When entering loads in Supplier Connection, please make sure you print the bill of lading from Supplier Connection, sign Section 7, sign as the shipper on the bottom and provide this bill of lading to the carrier at time of pickup.

Best Shippers will assign the carrier based on rate/service priorities assigned by Olin Brass

NOTE: A visual of our LTL route guide is below. Supplier Connection will only allow you to tender rate to Olin Brass approved carriers with contracted rates in your lane. Should you get an error for no rate, contact Olin Brass Corporate Logistics for instructions.

NOTE: Max weight LTL = 5,000#. If a skid is 5,000# or more, contact corporate logistics (see item 4)

- All States: **Central Transport (new)**
- All States: **Old Dominion**
- Between AL, AR, FL, GA, IL*, IN*, KY, LA, NC, MO, MS, OH*, OK, SC, TN, TX, VA
Averitt * = limited service area check with local terminal before booking load.
- Between AR, IA, IL, IN, KY, MI, MO, OH, TN, and WI **USF Holland**

4.) For TL routings, contact Olin Brass Corporate Logistics at (502) 873 – 3072 or via email at: patrick.taafe@olinbrass.com

NOTE: Please provide origin, destination, product description, mode (53' van or flatbed), available date, delivery needed by date, and projected annual loads

5.) Interstate Expedites (TL or LTL):

For these expedites, contact your purchasing agent to obtain routing information. **Only an Olin Brass Purchasing agent can enter loads in Best for same day pickup.**

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All freight bills should be freight collect or 3rd party bill to:

**Olin Brass – Inbound Freight
4801 Olympia Park Plaza
Suite 3500
Louisville, KY 40241 ATTN: Logistics Manager**

Use of unauthorized carriers will result in invoices forwarded to your company for payment

For Purchased goods: Purchase order numbers must be referenced on ALL shipping documents.

For Returned goods: RMA # be referenced on ALL shipping documents.

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