

# ACCESSORIES BY SHERWOOD

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## Shipping & Receiving Requests

Please take a few moments to complete the following questions to help us determine the best Freight Carrier to use when we ship orders to you.

Different Freight Companies offer different services, some services are Free, while other services may have high fee's. Your answers to these questions will allow us to choose the cheapest carrier for your needs.

Cust # \_\_\_\_\_ Customer Name \_\_\_\_\_

My City has Zoned my Business Address as:       Commercial       Residential

My City has Zoned my Receiving Address as:       Commercial       Residential

My Normal Receiving Hours are: \_\_\_\_\_

I am Closed on these Days: \_\_\_\_\_

I am Closed for these Holidays: \_\_\_\_\_

\_\_\_\_\_ Seasonal Season \_\_\_\_\_

My Seasonal Season is during these Months: \_\_\_\_\_

My Receiving Hours are: \_\_\_\_\_

I am Closed on these Days: \_\_\_\_\_

Shipping & Receiving Contact Person: \_\_\_\_\_ Phone # \_\_\_\_\_

Shipping & Receiving Contact Person: \_\_\_\_\_ Phone # \_\_\_\_\_

- |  |  |
|--|--|
| <input type="radio"/> I require Notification when my order is Shipping         | <input type="radio"/> I can receive Full Size Trailers |
| <input type="radio"/> I require the Freight Company to Call Prior to Deliver   | <input type="radio"/> I require a Pup Trailer          |
| <input type="radio"/> I require the Freight Company to Call for an Appointment | <input type="radio"/> I require Lift Gate Service      |
| <input type="radio"/> I require the Product to be taken Inside my facility     | <input type="radio"/> <b>I have a Loading Dock</b>     |
| <input type="radio"/> I require the Driver to supply a Pallet Jack             | <input type="radio"/> I have Limited Access            |

Completed By: \_\_\_\_\_ Date: \_\_\_\_\_