

# General Inbound/Outbound Shipping/Routing Instructions

Effective: January 1, 2019

This Instruction Covers N. American Sites (Excluding Orillia, CN)



## **Ground Shipments < 150 lbs.**

Ship via FedEx Parcel Ground service utilizing Paradigm's FedEx (Collect) account as detailed on Paradigm purchase / sales order or directed by Paradigm representative .

## **Ground Shipments > 150 lbs.**

Preferred LTL Carrier as directed by Paradigm Representative or detailed on purchase / sales order.

### ***LTL Bill of Lading Instruction:***

***Ship Terms - FOB Origin - Payment Term - Bill 3<sup>rd</sup> Party to;***  
***Paradigm Precision, c/o CTL, PO Box 1010, Nashua, NH 03061***

Contact below if LTL (only) shipping instructions have not been communicated.

Capital Transportation Logistics (CTL) for routing instructions:

*603-881-3350, Option 1, to reach Customer Service*

*CTL will provide the carrier of choice (Preferred Carrier) along with phone number/ terminal information*

## **Air Shipments –Domestic and International.**

Ship via FedEx utilizing Paradigm's FedEx (Collect) account.

**Express Service type must be at the direction of Paradigm.**

Preferred carrier is defined in this SOP, where applicable , all other Paradigm "Site Specific" instructions remain in effect.

Contact your Paradigm representative with any questions.

**Failure to comply with the above instructions may result in a supplier chargeback.**