



GENERAL ROUTING INSTRUCTIONS

HUBBELL, INC.
Transportation/Logistics
Wiegmann
INBOUND LTL ROUTING GUIDE - EFFECTIVE MARCH 1, 2021

[Questions regarding this routing guide should be directed to – Cheri Strook email – cstrook@hubbell.com](mailto:cstrook@hubbell.com)

Shipping Instructions - COLLECT TERMS:

Step one - **Reference Mode Selection**

Step two - **Reference Carrier Selection**

Step three - **See LTL Inbound Guide for carrier selection.**

If designated carrier does NOT service your shipping location as a DIRECT point, see contact information above

If expedited service is requested and Hubbell Industrial Controls is to pay the shipping charges

1. See contact information above for carrier selection
2. Suppliers must obtain a Hubbell Expedite request in writing from the person requesting premium service.

BILL OF LADING: The bill of lading must be given to the driver and contain the following information:

Shipping Date

Hubbell Purchase order number (s).

Shipper – complete accurate supplier name and address to include street, city, state and ZIP

Carrier name

Number of shipping units (skids, cartons, etc)

Complete and accurate National Motor Freight commodity description, item number and class.

Signature and date from shipper

Signature and date from carrier.

General Instructions

Consolidate all purchase orders into a single shipment.

Consolidate all shipments to be shipped on a single day to the same destination on a single bill of lading.

Third party or drop shipments must be marked with the following billing information provided on the bill of lading:
(Specific Hubbell Business) c/o Cass Information Systems, PO Box 17631, St. Louis, MO 63178

DO NOT declare excess value on any shipment unless provided specific instructions to do so by an authorized representative of Hubbell.

COD shipments will not be accepted

Packing list must be affixed to the outside of the containers in an appropriate manner to assure it arrival in legible form.

Read First Wiegmann Transportation Routing Instructions

I. MODE SELECTION CRITERIA

A. SMALL PARCEL GROUND

1. 1-150 LB.
2. EIGHT CARTONS OR LESS
3. NO SINGLE DIMENSION EXCEEDING 108"
4. LENGTH, WIDTH & GIRTH NOT EXCEEDING 130"
5. TOTAL FREIGHT COST NOT EXCEEDING \$75.00

Note: If any of the above are exceeded see LTL mode criteria.

B. SMALL PARCEL AIR (MUST BE AUTHORIZED BY HUBBELL)

1. TOTAL SHIPMENT WEIGHT 1-70 LB.
2. NO SINGLE DIMENSION EXCEEDING 119"
3. LENGTH AND GIRTH NOT EXCEEDING 165"
4. TOTAL DIMENSIONAL WEIGHT NOT EXCEEDING 70 LB.

Note: Dimensional weight is length X width X height = Divided by 194

Note: If any of the above are exceeded see Heavy Weight Air mode criteria.

C. HEAVY WEIGHT AIR (MUST BE AUTHORIZED BY HUBBELL)

1. TOTAL SHIPMENT WEIGHT GREATER THAN 70 LB. BUT LESS THAN 500 LB.
2. TOTAL DIMENSIONAL WEIGHT NOT EXCEEDING 500 LB.
3. SHIPMENTS EXCEEDING 500 LBS - CONTACT cstrook@hubbell.com

Note: Single packages exceeding 70 lb. or 84" in length require that the carrier be notified prior to shipment.

Note: Shipments with destinations 700 miles or less from origin may move as quickly and at lower cost via expedited ground. Contact cstrook@hubbell.com, if necessary.

D. EXPEDITED GROUND (MUST BE AUTHORIZED BY HUBBELL)

1. TOTAL SHIPMENT WEIGHT EXCEEDS 500 LB.
*Weight factor could vary dependent on distance.
2. EXPEDITED DELIVERY REQUIRED.

Note: Contact Cheri Strook cstrook@hubbell.com if necessary

E. LESS THAN TRUCKLOAD (LTL)

1. TOTAL SHIPMENT WEIGHTS 150-15,000 LBS
2. SHIPMENT OCCUPIES LESS THAN 20' OF TRAILER SPACE
 - a. EIGHT STANDARD PALLETS OR LESS
3. SHIPMENT OCCUPIES 749 CUBIC FEET OR LESS.

Note: If any of the above are exceeded see Truckload mode criteria.

F. TRUCKLOAD

1. TOTAL SHIPMENT WEIGHT 15000 LB. OR GREATER
2. SHIPMENT OCCUPIES MORE THAN 20' OF TRAILER SPACE
3. DENSITY OF COMMODITY SHIPPING IS 4 LB. PCF OR LESS AND OCCUPIES 750 CUBIC FEET OR MORE.

Note: Contact Cheri Strook cstrook@hubbell.com if necessary

G. INTERNATIONAL

1. ULTIMATE DESTINATION OUTSIDE THE US.

Note: Contact Cheri Strook cstrook@hubbell.com if necessary

H. RAIL

1. WEIGHT EXCEEDS 40,000.

Note: Contact Cheri Strook cstrook@hubbell.com if necessary

Read Second Wiegmann Transportation Routing Instructions

The following list of carriers must be used when Hubbell Industrial Controls is responsible for the payment of freight charges

I. **Approved Carrier by Mode:**

- a. **Small Parcel Ground**
 - 1. UPS (WHEN COLLECT - SEE PO FOR UPS ACCOUNT NUMBER)
- b. **Small Parcel Air**
 - 1. UPS (WHEN COLLECT - SEE PO FOR UPS ACCOUNT NUMBER)
- c. **Heavy Weight Air**
Contact cstrook@hubbell.com
- d. **Expedited Ground**
Contact cstrook@hubbell.com
- e. **Less Than Truckload (LTL)**
 - 1. PLEASE REFER TO INBOUND AND OUTBOUND routing instructions for your location
- f. **Truckload (van equipment)**
Contact cstrook@hubbell.com
- g. **Truckload (flatbed equipment)**
Contact cstrook@hubbell.com
- h. **International**
Contact cstrook@hubbell.com
- i. **Rail**
Contact cstrook@hubbell.com

If you are uncertain about these instructions for any given situation please contact cstrook@hubbell.com

Do not enter into any agreements or agree to tender any material to a non-approved carrier.
Any inquiries or solicitations for transportation related matters should be directed to Cheri Strook.

Small Parcel - UPS	8 Pallets or LESS
FROM	SHIP TO: Freeburg, IL
AL	R&L Carriers
AR	FedEx Freight
AZ	FedEx Freight
CA	FedEx Freight
CO	FedEx Freight
CT	FedEx Freight
DC	FedEx Freight
DE	FedEx Freight
FL	FedEx Freight
GA	FedEx Freight
IA	FedEx Freight
ID	FedEx Freight
IL	Dohrn
IN	Dohrn
KS	FedEx Freight
KY	R&L Carriers
LA	FedEx Freight
MA	FedEx Freight
MD	FedEx Freight
ME	FedEx Freight
MI	FedEx Freight
MN	FedEx Freight
MO	Dohrn
MS	FedEx Freight
MT	FedEx Freight
NC	FedEx Freight
ND	R&L Carriers
NE	FedEx Freight
NH	FedEx Freight
NJ	R&L Carriers
NM	FedEx Freight
NV	R&L Carriers
NY	R&L Carriers
OH	FedEx Freight
OK	R&L Carriers
OR	FedEx Freight
PA	FedEx Freight
RI	R&L Carriers
SC	FedEx Freight
SD	FedEx Freight
TN	FedEx Freight
TX	R&L Carriers
UT	FedEx Freight
VA	FedEx Freight
VT	FedEx Freight
WA	R&L Carriers
WI	Dohrn
WV	FedEx Freight
WY	FedEx Freight
Alaska	Contact C Strook
Hawaii	CONTACT C. STROOK
PUERTO RICO	CONTACT C. STROOK
ON, QC, NB, NF, NS, AB, BC, MB, SK	CONTACT C. STROOK
OTHER CANADA	CONTACT C. STROOK
All Points Mexico	CONTACT C. STROOK