

Delivery Manifest

B-02

These manifests are to be filled out completely by delivery driver. The information that the driver writes in is mandatory. This information is necessary for clerk to enter accurately into computer and check against auto populated data from Cheetah.

DATE RUN: 03/23/18 AREA: _____ CITY DELIVERY MANIFEST SPOTTED: _____ REPORT: ECC303
 TIME RUN: 09.00.04 LME, INC. CITY DELIVERY MANIFEST PAGE: 1
 TRM: ROC TRLR: 531616 TRAC: 2332 DRIVER: 321080 SANFORD, PAUL DOOR: _____
 LDG: 032318 0841 RUN START/ODOM: 9:15 307525 RUN END/ODOM: 5:27 307731
 CLS: 032318 0900 WHEN LEAVING STATE: _____ STATES: WI MJ Fuel DIF
 MNF: 10820218 STATELINE ODOM: 307592 307668

EXC: A=ORDER CANCELLED G=LINE TOO LONG L=TOO LATE O=CHECK STOPS V=PARTIAL SPOT
 B=WRONG ADDRESS H=NO ONE HOME M=NO FREIGHT R=PULLED FOR PKUP W=15 MIN DELAY
 C=MOVED I=NOT RECEIVING N=EQUIP BREAKDOWN S=MALL DELIVERY X=30 MIN DELAY
 D=RESIDENTIAL DLV J=NO CDD MONEY O=OTHER/EXPLAIN T=TENDERED Y=45 MIN DELAY
 E=INSIDE DELIVERY K=LIFTGATE DELIVR P=MISSED PICKUPS U=SORT & SEG Z=60 MIN DELAY
 F=DAMAGED REFUSED

CONSIGNEE	CITY	SHIPPER	PRO NUMBER	UNITS	WGT	RDD	TIME IN	TIME OUT
SCHNEIDER HEATING AC	ONALASKA	JCI	3930716895 6	2	650	03/23	10:38	
EXC: _____								
MENARDS 3115	ONALASKA	LEDVANCE LLC	3121175834 4	5	741	03/23	11:25	10:46
EXC: _____								
DYNAMIC RECYCLING	ONALASKA	KUUSAKOSKI	3121173258 8	5	5000	03/22	10:58	11:31
EXC: _____								
DYNAMIC RECYCLING	ONALASKA	HILTI	3121167375 8	1	120	03/12		11:43
EXC: _____								
D LUX SCREEN PRINTING	HOLMEN	3M CO	3040071142 8	1	282	03/26	11:50	
EXC: _____								
ALLIED COOP	GALESVILLE	LA CROSSE SEED	3140605891 3	3	6200	03/22	12:10	11:55
EXC: _____								
TRACTOR CENTRAL LLC	ARCADIA	DEERE CO QC FREIG	3582894796 0	3	54	03/23	12:50	12:23
DLVD TIME EXC: _____								
TRACTOR CENTRAL LLC	ARCADIA	JOHN DEERE PARTS	3582942997 5	2	96	03/23		
DLVD TIME EXC: _____								
TRACTOR CENTRAL LLC	ARCADIA	JOHN DEERE PARTS	3582941033 8	1	153	03/21		
DLVD TIME EXC: _____								
ARCADIA ELECTRIC MOTOR	ARCADIA	WEG ELECTRIC	3120193431 8	1	238	03/23	2:04	1:50
EXC: _____								

INFO Driver MUST fill in on Delivery Manifest

- Tractor number
- Departure time and odometer reading
- Return time and odometer reading
- Return door number
- Delivery Exception(s) – Exception codes are listed at the top of the Delivery manifest. (A through T). All exceptions are to be called in.
- Time In and Time Out at each delivery stop.
- Number of City Returns

PRWK: 1.64

RETURNS: _____

Driver Training Module

