

## BULK ORDERS FOR DE-ICING SALT

Orders are processed the same way as other orders but more than 1 load can be processed on the same Sales Order.  
In 'No. of Pallets/Packages' field – put in number of loads not number of tonnes.

In Lines – if more than 1 load put number of loads under Quantity in Delivery Line.

To find correct depot to take salt from access Excel spreadsheet in P Drive/Haulage Rates/ Haulage Inclusive

If cheapest depot is Winsford (BSCOWIN) put on BUY for Gemma to arrange stock.

Take haulage cost per 29T/20T/10T. Put price in 'Shipping Cost' field on Sales Order.

If the customer requires a rigid vehicle or walking floor vehicle for delivery then check a price is available on

Use Bulmans for all bulk de-icing for English postcodes, Scottish postcode bulk orders should be put on RATA

When Delivery PO is created an instruction is sent to Bulmans automatically to inform them to arrange delivery

For JW Morrison click the 'Create/Send JWM File' icon at the top of the page. A message will appear to let you

Email addresses and Depot information can be found on Company Drive/Customer Service Handy Info/Bulk

Make sure there is always a site contact number for hauliers to call to arrange delivery.

For more detailed info check file 'How to process DE-ICING BULK ORDERS'