

## BULK ORDERS FOR DE-ICING SALT

DEI9999 – white de-icing

BSSS69999 – brown de-icing

BSSUD69999 – brown de-icing from Compass Minerals (Dryrox)

BSSUT69999 - brown de-icing from Compass Minerals (Thawrox– wetter product)

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.

e.g 180 tonnes required @ 30T max per truck so 6 truckloads required.

To find the correct depot to take salt from, access Excel spreadsheet in ..\..\Transport\Haulage Inclusive v2

Enter first part of delivery postcode and select product from list.

Choose Depot with cheapest Total Cost (usually highlighted in green) for quantity required.

If we have been informed that particular depot is out of salt put on STOCKOUT.

NB product code BSSS69999 has to be purchased from Irish Salt Sales and will only be available at depots

Product code BSSUD69999 & BSSUT69999 to be taken from Winsford (BSCOWIN), put on BUY for purchase

Salt for Delivery:

Enter haulage cost (e.g £152.25) in 'Shipping Cost' field in General Tab on Sales Order as per the Haulage

If the customer requires a Rigid vehicle or a Walking Floor vehicle then make sure you use the price for that

Ensure there is always a contact number on the order so the haulier can arrange delivery and include any de

Use Bulmans (BLM) for all bulk de-icing for English postcodes and put all Scottish deliveries on RATE unless

When order completed click "Create Delivery PO". This will automatically send an instruction to the Haulier

If the Shipping Agent is MOR, in addition to the "Create Delivery PO", click the "Create/Send JWM File" icon

Note: Multiple Drops - Orders which have more than one delivery address require to have an individual S No

## Bulk for Collection

If the customer is arranging to collect themselves there is no need to add a delivery line.

"Shipping Agent" will always be "UPL".

Ensure the "Uplift Prices per Depot" box in the Additional Prices field is ticked so that the price is selected co

Ensure the "Ship to" address is the address of the depot the salt is to be collected from (this should populate

When the order is completed, there is no need to "Create Delivery PO".

Click on "Email Order Confirmation" so the customer knows they can arrange to collect the salt and has a no

Click on "TalonLocationDoc" which will automatically send the release notice to the Depot.

Release the order.

## For Call off Orders

If the customer has asked for the order to be processed for "Call Off" then process as per the 'Call Off/Blank

Note:

Port email addresses and Depot information can be found on Company Drive/Customer Service Handy Info/

Release emails for brown salt will always go to Irish Salt Sales – not the Port email address.