

# TIPS TO UNLOAD YOUR CONSOLIDATED ORDER EASILY

CHECK SEAL

# 1

The loading of your consolidated order has been digitally recorded and the truck has been sealed at Duke Manufacturing.



**Seal**—requires tin snips to remove.

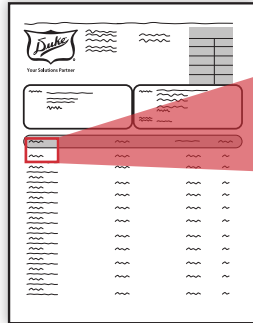
**When your truck arrives, verify the seal is in tact.**

If seal is broken, call Duke immediately!  
**1-800-735-3853**

CHECK PACKING LIST

# 2

## PACKING LIST

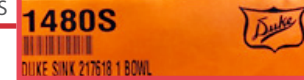


**IMPORTANT: Do this before removing equipment from truck.**

Part  
1480S  
Duke Sink 217618

MATCH NUMBERS

## BAR CODE TAG



- ← Obtain the packing list from the truck driver.
- ✓ Check off each item as it is being unloaded. Compare the **bar code tag** with each line item on the **packing list**.

## TIP

Numbers typically sorted numerically

Complete this exercise **before** signing the Bill of Lading.

CHECK FOR DAMAGE

# 3

## BILL OF LADING



**Examine packages for damage before unloading.**

Count the packages and verify the count before signing this document and returning it to the truck driver.

If there is any freight damage or short shipments contact Duke at **1-800-735-3853 within 10 business days**

**IMPORTANT: Note any damages on the Bill of Lading.**



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