

# Bill of Lading Instructions

At uShip, we want you to have a safe shipping experience. Having proper documentation of your shipment is important and required for insurance claims and uShip guarantees.

## What is a Bill of Lading?

A Bill of Lading is a document acknowledging the receipt of goods that includes pickup and delivery dates and notation of any damages. This one single document is filled out by the shipping customer/sender, carrier, and receiver of the shipment.

Please be sure to print and fill out copies so that each of these parties will have a completed, signed and dated Bill of Lading on record.

## What do I need to fill out?

### As a Shipping Customer or Sender

- Fill out and confirm 'Ship From' and 'Ship To' addresses, **Sections 1 and 2**
- Confirm 'Carrier Information' has an itemized list of your shipments, **Section 8**
- Take Photos of your shipment, you will need both before & after photos in order to file any claims
- Be sure to sign and date on pickup, **Section 11**

### As a Carrier

- Make sure your carrier details are correct and as specific as possible, **Section 4**
- Be sure to sign and date on pickup, **Section 13**

### As a Receiver

- Note any damages, **Section 14**
- Take photos of your shipment, you will need both before & after photos in order to file any claims
- Be sure to sign and date on receipt, **Section 14**

## My carrier insists that I use a different Bill of Lading. What should I do?

Bills of Lading are often customized to accommodate for specific types of shipments. You may use a different Bill of Lading as long as it documents the same type of information as the Bill of Lading provided by uShip. Be sure that you have a place to note damages and don't forget to keep a copy for yourself.

## Need help?

If you are having trouble filling out your Bill of Lading or have any additional questions, please contact [support@uShip.com](mailto:support@uShip.com).

### SHIPPING CUSTOMER or SENDER

Be sure these sections are complete and all info is accurate, sign and date (Sections 1,2,8 and 11)

### CARRIER

Make sure your details are correct and be as specific as possible, sign and date (Sections 4 and 13)

PAGE 1 OF \_\_\_\_

PICKUP DATE  
BILL OF LADING NO.

### Bill of Lading

<b>1 SHIPS FROM</b>		<b>4 CARRIER NAME</b>	
SHIPPER ID NO. <input type="checkbox"/> FOB		TRAILER NO.	SEAL NO.
		MC	CONTACT
		SCAC	PRONO.
<b>2 SHIPS TO</b>		BAR CODE SPACE	
CONSIGNEE ID NO. <input type="checkbox"/> FOB			
<b>3 THIRD PARTY FREIGHT BILLS TO</b>		<b>5 FREIGHT CHARGE TERMS</b>	
		<input type="checkbox"/> PREPAID <input type="checkbox"/> COLLECT <input type="checkbox"/> 3RD PARTY	
		<input type="checkbox"/> MASTER BILL OF LADING (UNDERLYING BILL OF LADING ATTACHED)	
<b>6 ADDITIONAL SERVICES/ SPECIAL INSTRUCTIONS</b>			
<b>7 CUSTOMER ORDER INFORMATION</b>			
CUSTOMER ORDER NO.	# PKGS	WEIGHT	PALLETS/SLIP
			Y N
			Y N
			Y N
GRAND TOTAL	TOTAL # PKGS	TOTAL WEIGHT	
<b>8 CARRIER INFORMATION</b>			
HANDLING UNIT	PACKAGE	WEIGHT	K.M. (K)
QTY TYPE QTY TYPE			
COMMODITY DESCRIPTION			
RECEIVING STAMP SPACE			
QTY	QTY	WEIGHT	GRAND TOTAL

Freight to received subject and subordinate to the following limitations: The rates and/or terms agreed by the parties via uShip outside of this BOL, all tariffs published by the motor carrier, if agreed by and provided to the shipper, or as otherwise established by written or electronic agreement, or by state and federal regulations.

Carrier Liability: Per the terms offered by carrier and agreed by shipper on uShip and carrier's tariff, the carrier's rate may reflect a level of liability for loss or damage. See 49 U.S.C. 14502(a)(4) and (5).

The parties agree that uShip is only providing a platform for the parties to independently arrange for and/or deliver freight without the participation or advice of uShip. The parties furthermore agree that uShip is not a motor carrier, shipper or freight broker under 49 U.S.C. 13602, is not their agent and has no control over this transaction, and is not involved in a joint venture relationship with the parties. Parties agree that uShip will be fully indemnified and held harmless for all fees, expenses and costs incurred by uShip arising from or related to the fault, negligence or misconduct of the parties.

<b>9 SHIPPER SIGNATURE/PICKUP DATE</b> This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the U.S. DOT. SIGNATURE: _____ DATE: _____	<b>10 COD AMOUNT \$</b> <input type="checkbox"/> PREPAID <input type="checkbox"/> COLLECT <input type="checkbox"/> CUSTOMER CHECK O.K.	<b>11 REMIT COD TO</b>
<b>12 SHIPPER SIGNATURE/PICKUP DATE</b> This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the U.S. DOT. SIGNATURE: _____ DATE: _____	<b>13 TRAILER LOADED FREIGHT COUNTED</b> <input type="checkbox"/> BY SHIPPER <input type="checkbox"/> BY DRIVER <input type="checkbox"/> BY DRIVER/PALLETS SAID TO CONTAIN <input type="checkbox"/> BY DRIVER/PIECES SIGNATURE: _____ DATE: _____	<b>14 CARRIER SIGNATURE/PICKUP DATE</b> Carrier acknowledges receipt of packages and required manifests. Carrier certifies emergency response information has been made available and/or carrier has the U.S. DOT emergency response guidebook or equivalent documentation in the vehicle. Property described above is received in good order, except as noted. SIGNATURE: _____ DATE: _____
<b>15 RECEIVER (CONSIGNEE) SIGNATURE</b> IMPORTANT: THE ABOVE DESCRIBED PROPERTY IS RECEIVED IN APPARENT GOOD ORDER, COUNT AND CONDITION VERIFIED EXCEPT AS NOTED BELOW. PRINT NAME: _____ SIGNATURE: _____ DATE: _____		

ORIGINAL NOT NEGOTIABLE

### RECEIVER

Note any damages here, sign and date (Section 14)

# Bill of Lading

PICKUP DATE  
BILL OF LADING NO. 942362008

<b>1 SHIPS FROM</b> Subhajit Roy, (703) 577-3563 Cumming, GA 30041 SHIPPER ID NO. <input type="checkbox"/> FOB	<b>4 CARRIER NAME</b> L&M Trusted Transport TRAILER NO. _____ SEAL NO. _____ MC _____ CONTACT (912) 571-6630 SCAC _____ PRO NO. _____
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<b>2 SHIPS TO</b> Subhajit Roy, (703) 577-3563 Ashburn, VA 20147 CONSIGNEE ID NO. <input type="checkbox"/> FOB	BAR CODE SPACE
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<b>3 THIRD PARTY FREIGHT BILLS TO</b>	<b>5 FREIGHT CHARGE TERMS</b> <input type="checkbox"/> PREPAID <input type="checkbox"/> 3RD PARTY <input checked="" type="checkbox"/> COLLECT <b>Payment code on delivery</b> <input type="checkbox"/> MASTER BILL OF LADING (UNDERLYING BILL OF LADING ATTACHED)
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**6 ADDITIONAL SERVICES/ SPECIAL INSTRUCTIONS**  
 This is a Highboy Dresser. It separates in 3 pieces. Need to individually blanked wrapped to prevent damage

7 CUSTOMER ORDER INFORMATION					
CUSTOMER ORDER NO.	# PKGS	WEIGHT	PALLET/SLIP		ADDL. SHIPPER INFORMATION
			Y	N	
			Y	N	
			Y	N	
<b>GRAND TOTAL</b>		TOTAL # PKGS	TOTAL WEIGHT		

8 CARRIER INFORMATION					
HANDLING UNIT	PACKAGE		WEIGHT	H.M. (X)	COMMODITY DESCRIPTION
QTY	TYPE	QTY	TYPE		
					Highboy Dresser. Its separates in 3 pieces
RECEIVING STAMP SPACE					
QTY		QTY		WEIGHT	GRAND TOTAL
				120 lbs	

Freight is received subject and subordinate to the following limitations: The rates and/or terms agreed by the parties via uShip outside of this BOL; All tariffs published by the motor carrier, if agreed by and provided to the shipper; or as otherwise established by written or electronic agreement, or by state and federal regulations.

Carrier Liability: Per the terms offered by carrier and agreed by shipper on uShip and carrier's tariff, the carrier's rate may reflect a limit of liability for loss or damage. See 49 U.S.C. 14706(c)(1)(A) and (B).

The parties agree that uShip is only providing a platform for the parties to independently arrange for and/or deliver freight without the solicitation or advice of uShip. The parties furthermore agree that uShip is not a motor carrier, shipper or freight broker under 49 U.S.C. 13102, is not their agent and has no control over this transaction, and is not involved in a joint venture relationship with the parties. Parties agree that uShip will be fully indemnified and held harmless for all fees, expenses and costs incurred by uShip arising from or related to the fault, negligence or misconduct of the parties.

<b>9 COD AMOUNT \$</b> _____ <input type="checkbox"/> PREPAID <input type="checkbox"/> COLLECT <input type="checkbox"/> CUSTOMER CHECK O.K.	<b>10 REMIT COD TO</b> _____
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**11 SHIPPER SIGNATURE/DATE**  
 This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the U.S. DOT.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**12 TRAILER LOADED FREIGHT COUNTED**

BY SHIPPER    BY SHIPPER  
 BY DRIVER    BY DRIVER/PALLETS SAID TO CONTAIN  
 BY DRIVER/PIECES

**13 CARRIER SIGNATURE/PICKUP DATE**  
 Carrier acknowledges receipt of packages and required placards. Carrier certifies emergency response information was made available and/or carrier has the U.S. DOT emergency response guidebook or equivalent documentation in the vehicle. Property described above is received in good order, except as noted.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**14 RECEIVER (CONSIGNEE) SIGNATURE**  
 IMPORTANT: THE ABOVE DESCRIBED PROPERTY IS RECEIVED IN APPARENT GOOD ORDER, COUNT AND CONDITION VERIFIED EXCEPT AS NOTED BELOW.

PRINT NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

# Supplement to the Bill of Lading

PICKUP DATE  
BILL OF LADING NO. 942362008

15 ADDITIONAL SERVICES/SPECIAL INSTRUCTIONS CONTINUED

16 CUSTOMER ORDER INFORMATION					
CUSTOMER ORDER NO.	# PKGS	WEIGHT	PALLET/SLIP		ADDL. SHIPPER INFORMATION
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
			Y	N	
PAGE SUBTOTAL		TOTAL # PKGS	TOTAL WEIGHT		

17 CARRIER INFORMATION						
HANDLING UNIT		PACKAGE		WEIGHT	H.M. (X)	COMMODITY DESCRIPTION
QTY	TYPE	QTY	TYPE			
QTY		QTY		WEIGHT		PAGE SUBTOTAL