

Alko Distributors Inbound Freight Routing Instructions

(edited 3/19/2019)

We ask your cooperation and compliance with the following routing instructions. Our Traffic Management Program is designed to provide Alko with the best overall rates and service. Non-compliance with these instructions or unauthorized use of non-listed carriers will result in a chargeback for any additional costs charged to Alko Distributors.

Instructions: Clearly mark each carton with shipper and consignee name, address, and the Alko Distributors purchase order number(s). Indicate the total number of cartons, number of pallets, weight, freight description, freight class, and Alko purchase order number on our carrier's bill of lading. Palletize and stretch wrap all cartons when possible. Combine multiple orders on one bill of lading when shipping to the same address. Alko bases their **landed cost** calculations on you product description and information. Failure to observe the proper carrier, weight, description, pallet, cube criteria or any other of the instructions will result in a chargeback.

All UPS shipments must be shipped using freight collect. Please check the back of your purchase order or contact us at 410-391-4270 for our UPS account number if you do not already have it. Freight collect address: 8801 Kelso Drive, Baltimore, MD 21221. If our UPS account number is not used for all UPS shipments, we will not be responsible for the freight charges.

FOR SHIPMENTS TO ALKO'S MAIN WAREHOUSE ONLY (LOCATION #1 OR 1A) USE THE FOLLOWING CHART:

SHIPMENT WEIGHT	# OF PALLETS	FROM	TO	CARRIER	PHONE
UNDER 200 LBS	0	ALL STATES	ALKO #1	UPS GROUND	800-742-5877
200-5,000 LBS	6 or less	NY, NJ	ALKO #1	WRAG TIME/ VISION EXP.	800-586-9701 extension 1
200-5,000 LBS	6 or less	LOS ANGELES	ALKO #1	WRAG TIME/ VISION EXP.	800-586-9701 extension 1
UNDER 400 LBS	0	ALL OTHER LOCATIONS	ALKO #1	UPS GROUND	800-742-5877
400-5,000 LBS	6 or less	ALL OTHER LOCATIONS	ALKO #1	CENTRAL TRANSPORT	(586) 467-1900
OVER 5,000 LBS OR OVER 6 PALLETS	More than 6	ALL OTHER LOCATIONS	ALKO #1	CALL ALKO FOR INSTRUCTIONS	410-391-4270

FOR DIRECT SHIPMENTS TO OUR RETAIL LOCATIONS, PLEASE USE THE FOLLOWING CHART:

SHIPMENT WEIGHT	# OF PALLETS	FROM	TO	CARRIER	PHONE
1-699 LBS	0	ALL STATES	ALL ALKO LOCATIONS OTHER THAN 1 AND 1A	UPS GROUND	800-742-5877
700-5,000 LBS	6 or less	ALL OTHER LOCATIONS	ALL ALKO LOCATIONS OTHER THAN 1 AND 1A	CENTRAL TRANSPORT	(586) 467-1900
OVER 5,000 POUNDS OR MORE THAN 6 PALLETS	7 or more	ALL STATES	ALL ALKO LOCATIONS OTHER THAN 1 AND 1A	CALL ALKO FOR INSTRUCTIONS	410-391-4270

PLEASE CONTACT ALKO FOR OUR UPS ACCOUNT NUMBER FOR UPS GROUND SHIPMENTS IF YOU DO NOT ALREADY HAVE IT. THESE SHIPMENTS MUST BE BILLED TO OUR ACCOUNT NUMBER OR WE WILL NOT BE RESPONSIBLE FOR THE FREIGHT COSTS.

FREIGHT CHARGES MUST BE BILLED FREIGHT COLLECT FOR WRAG-TIME/ VISION EXPRESS AND CENTRAL TRANSPORT FOR SHIPMENTS WHICH ARE DELIVERED TO OUR WAREHOUSE (LOCATION #1 OR 1A). FOR LTL SHIPMENTS BY CENTRAL TRANSPORT TO OUR RETAIL LOCATIONS (LOCATIONS 2 THROUGH 39), YOU MUST BILL THE FREIGHT CHARGES TO ALKO DISTRIBUTORS 8801 KELSO DR. BALTIMORE, MD 21221 (3RD PARTY BILLING). DELIVERIES ARE ACCEPTED BETWEEN THE HOURS OF: 8:30 AM TO 11:00 AM AND 2:00 PM TO 4:00 PM. (THIS MUST BE WRITTEN ON THE BILL OF LADING.)

NOTE: WE NO LONGER USE XPO LOGISTICS/CONWAY FREIGHT FOR ANY SHIPMENTS. PLEASE DO NOT SHIP USING ANY OF THESE CARRIERS. ALSO, DO NOT SEND ANY SHIPMENTS BY UPS FREIGHT. WE WILL NOT BE RESPONSIBLE FOR FREIGHT COSTS FOR ANY SHIPMENT THAT IS DELIVERED BY THE WRONG CARRIER.

STORE LOCATIONS:

1. Alko Distributors 8801 Kelso Drive Baltimore, MD 21221 Phone: (410) 391-4270	15. Scrub Pro Robinson Town Centre 1580 Park Manor Blvd. #314 Pittsburgh, PA 15205 Phone: (412) 787-2220	27. Gallo Clothing 2301 Liberty Heights Avenue 2025 Mondawmin Mall Baltimore, MD 21215 Phone: (410) 225-9970
1A. Alko Outlet 8801 Kelso Drive Baltimore, MD 21221 Phone: (410) 391-4270	16. Alko Scrub Pro 201-G Gateway Drive Bel Air, MD 21014 Phone: (410) 803-0100	28. Scrub Pro 1704 Black Horse Pike Williamstown, NJ 08094 Phone: (856) 740-1056
2. Gallo Clothing 8014 New Hampshire Avenue Langley Park, MD 20783 Phone: (301) 439-1917		31. Scrub Pro Center Pointe Plaza II 1259 Churchmans Road Newark, DE 19713 Phone: (302) 368-4053
4. Gallo Clothing Eastpoint Mall 7713 Eastern Avenue Baltimore, MD 21224 Phone: (410) 284-4262	19. Scrub Pro Adams Plaza 817-819 Adams Avenue Philadelphia, PA 19124 Phone: (215) 289-1029	32. Alko Outlet 8053 Liberty Road #4 Milford Mill Shopping Center Baltimore, MD 21244 Phone: (410) 655-3515
7. Gallo Clothing/Scrub Pro 78 Mountain Road Glen Burnie, MD 21060 Phone: (410) 590-4676	20. Scrub Pro 460 North Battlefield Blvd. Chesapeake, VA 23320 Phone: (757) 547-2782	35. Gallo Clothing 6371 Seven Corners Center Space 2 Falls Church, VA 22044 Phone: (703) 237-1684
9. Gallo Clothing 7534 Annapolis Road Glenridge Shopping Center Lanham, MD 20784 Phone: (301) 459-7100	21. Scrub Pro 1075 Delsea Drive Westville, NJ 08093 Phone: (856) 853-8888	37. Gallo Clothing 6000 Greenbelt Road Unit 52 Beltway Plaza Mall Greenbelt, MD 20770 Phone: (301) 441-4754
12. Scrub Pro 4255 Branch Avenue Temple Hills, MD 20748 Phone: (301) 899-1484	22. Gallo Clothing 4239 Branch Avenue Temple Hills, MD 20748 Phone: (240) 619-4158	38. Gallo Clothing 5900 East Virginia Beach Blvd. 214 Janaf Shopping Center Norfolk, VA 23502 Phone: (757) 455-9084
	23. Scrub Pro – NEW LOCATION Shoppers World Center 3276 Crain Highway Waldorf, MD 20603 Phone: (301) 638-1510	39. Scrub Pro 2900 West Sample Road Festival Marketplace #310 Pompano Beach, FL 33073 Phone: (954) 968-0108
14. Scrub Pro Plaza 73 140-150 Route 73 North Marlton, NJ 08053 Phone: (856) 988-2649	24. Scrub Pro Timonium Square Shopping Center 2149-A York Road Timonium, MD 21093 Phone: (410) 853-7251	