



301 Industrial Drive
Albion, IL 62806
Phone (618) 445-6011

Dear Valued Supplier,

Due to the need to constantly improve our transportation program and reduce costs **Champion Laboratories, Inc.** has developed an inbound routing guide for all freight shipments to be billed collect. **BlueGrace Logistics** is our exclusive partner that will manage all **Champion Laboratories, Inc.** LTL & Truckload inbound traffic. **Effective May 13, 2019**, when shipping to **Champion Laboratories, Inc.**, it is imperative that you follow these routing instructions. This guide replaces all previously published guides.

For all LTL & Truckload shipments call **1-888-752-0446** or email champlabs@mybluegrace.com. Hours of operation are **Monday – Friday 8:00am – 9:00pm EST** to schedule shipments. Carriers will require a 2-hour notice prior to your close time. Please be sure to have all required information pertaining to the shipment:

- Shipment Ready Time and Latest Pickup Time
- Weight & Dimensions
- Class or description of commodity (NMFC #)
- Piece and Pallet count
- Champion Labs Purchase Order#

BlueGrace Logistics will create & provide the Bill of Lading as well as schedule the carrier to arrive at the specified date and time with any special instructions provided.

Disregard of these instructions could cause the Shipper to be held accountable for all additional freight charges incurred by Champion Laboratories, Inc. These charges may be billed to your company if Champion Laboratories, Inc. finds the shipper to be liable for not following the stated process in this letter.

Sincerely,

Brett Roache

Transportation Manager

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