



Billing Terms Guide

1. RECEIVED ON CARLILE BILL OF LADING

3	<input type="checkbox"/> COLLECT	<input type="checkbox"/> PREPAID	<input type="checkbox"/> THIRD PARTY
B	Name		
I	Address		
L	City, State, Zip		

a) ONE box must be checked to designate the bill to party.

b) If "THIRD PARTY" is checked the Name, Address, City, State and Zip section must also be completed.

2. RECEIVED ON INBOUND CARRIER OR SHIPPER BILL OF LADING

If a Carlile Shipping Instructions sheet is not provided on the freight and there are no Carlile billing terms on the inbound bill of lading the following guide will be used to determine the Carlile billing terms.

Inbound To Carlile Terminal	Inbound Consigned to	We interpret as
PREPAID	Consignee	PREPAID
PREPAID	Carlile Terminal Listed	COLLECT
COLLECT	Consignee or Carlile Terminal Listed	COLLECT
THIRD PARTY*	Carlile Terminal Listed	COLLECT
THIRD PARTY*	Consignee	THIRD PARTY

*If a 3rd party is paying the Carlile freight charges the following must be listed on the inbound bill of lading and/or the Carlile Shipping Instructions sheet. "CARLILE FREIGHT CHARGES BILLED TO 3RD PARTY ACCOUNT # _____"

DEFINITIONS

- **PREPAID:** Carlile will bill the shipper on *our bill of lading*. If the shipper does not have a credit account the shipment will be handled as a "DRIVER COLLECT" move and may be held until payment is received.
- **COLLECT:** Carlile will bill the consignee on *our bill of lading*. If the consignee does not have a credit account the shipment will be handled as a "DRIVER COLLECT" move and may be held until payment is received.
- **3rd PARTY:** Carlile will bill a separate company. *The bill to party must be listed on our bill of lading along with any required reference numbers.* If the 3rd party does not have a credit account the shipment will be handled as a "DRIVER COLLECT" move and may be held until payment is received.
- **DRIVER COLLECT:** When the bill to party does not have a credit account with Carlile Transportation Systems, Inc. the shipment will be moved as a "DRIVER COLLECT" shipment and payment must be received prior to delivery.

REBILLS

- Upon authorization from the **new bill to party** an invoice can be rebilled to change the billing terms. Applicable Accessorial Charges will be added*.

*If the original invoice was entered incorrectly by Carlile, Accessorial charges for the correction *will not* be added to the invoice.