



**EVERRA SHIPPING AND RECEIVING REQUIREMENTS** for carriers and brokers.

## **Carrier/Broker Set-Up Requirements**

To be set up as a carrier or broker, you must provide the following documents via email to [logistics@everraglobal.com](mailto:logistics@everraglobal.com):

- **Certificate of Insurance:** Naming **Everra** as a certificate holder.
  - Minimum policy limits: **\$1,000,000.00** general liability (each occurrence) and **\$100,000.00** Cargo Liability (each occurrence).
  - Everra Global address: 10130 Mallard Creek Rd Ste 100, Charlotte, NC 28262
- **Completed W9.**
- **Completed ACH Authorization form.**
- **MC# / Authority.**

## **Shipping & Receiving Procedures**

- **Outbound Loads:** Are handled on a **first come, first serve** basis (unless noted).
- **Inbound Loads & Containers:** Are strictly **by appointment only**.
- **Load Confirmation:** An email is sent for each load detailing shipping/delivery dates, addresses, delivery time, and special instructions.
  - If a delivery time is **not stated**, the carrier/broker must arrange it.
- **Required Reference:** The **reference number (SO#)** on the load confirmation is required at pickup.
- **Late Truck Requirement:** If a truck is running late (ETA 30 minutes prior to closing) or shipping on a weekend, the **driver's phone number is required**.
- **Load Falloffs:** Monitored closely. Frequent falloffs may result in a carrier/broker being made **inactive**.

## **Equipment and Weight Requirements**

- **Trailer Type:** **53' dry van trailer** is required. It must be clean and free of damage.
- **Plated Van trailers with logistics Posts or e tracks may be required.**
- **Reefers:** Must be **approved** and able to haul the expected weight.
- **Dry Van Weight:** Expect loads to weigh **44,000 - 44,500 lbs.**
- **Container Weight:** Containers could weigh up to **50,000 lbs.** and may require special permitting.
- **Truck Scaling:** Trucks **must scale within 50 miles of the shipper.**
- **All loads will require at least 1 load bar or ratchet strap to secure the freight.**



## 💰 Invoicing and Payment

- **Invoices Email:** [Domesticfreight@everraglobal.com](mailto:Domesticfreight@everraglobal.com)
- **Payment Inquiries:** Email [Domesticfreight@everraglobal.com](mailto:Domesticfreight@everraglobal.com) or call [1-704-599-2804](tel:1-704-599-2804)
- **Credit Applications:** Broker/carrier credit applications will be completed and returned ASAP (Everra has a general credit information sheet to expedite this).
- **Payment terms are net 45.**

## 🔧 Accessorial Charges

Charge	Rate/Condition	Details
<b>Detention</b>	<b>\$40 per hour</b> (in 15-minute increments). Max <b>\$250.00</b> .	Must be <b>approved</b> . Truck must provide shipper/receiver verified times in and out. Not honored for loading/unloading after normal hours.
<b>Detention (First Come)</b>	Honored <b>after 3 hours</b> once the truck bumps the dock.	Applies to first-come, first-serve loading/unloading.
<b>Detention (Appointment)</b>	Honored <b>after 3 hours</b> .	Truck must be no later than <b>15 minutes</b> of the appointment. A late truck becomes a <b>work-in</b> , and no detention is honored.
<b>Layovers</b>	<b>\$150.00</b>	Only compensated if the <b>shipper or receiver is determined to be at fault</b> . <b>Weather-related “act of god” layovers will not be honored.</b>
<b>Truck Scaling/Rework</b>	Max rework mileage is <b>100 miles at \$1.80 per mile</b> .	Trucks must scale within 50 miles of the shipper.
<b>Stop-off Charges</b>	<b>\$50.00 per stop</b> .	
<b>Light and Heavy Scales</b>	<b>\$250.00 accessed if not provided</b>	As stated on load confirmations, provided within 48 hours after delivery.
<b>Late Deliveries</b>	Up to <b>\$150.00 per day</b> CAN be assessed.	
<b>Truck Order Not Used (TONU)</b>	<b>\$150.00</b>	Honored on the shipping day if the truck has been <b>dispatched and in route to shipper</b> .
<b>Missed Container Appt.</b>	Becomes a <b>work-in</b> , and <b>no detention will be honored</b> .	Container loading/unloading is by appointment only.

