



**SOUTHERN  
STATES**

**Southern States Logistics Guide for  
Distribution Centers and Retail Store  
Locations**

**2007**

**Southern States Transportation  
P.O. Box 26234  
Richmond, Virginia 23260-6234  
Telephone: 800-872-3411 opt. #1  
Fax: 804-281-7738**

# **Southern States Logistics Guide**

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## Loading Procedures

**If you are unsure about the freight terms of your shipments to Southern States / Agway, please contact the Transportation Department at 800-872-3411 opt. #1 prior to shipping.**

Properly loading trailers helps ensure that your merchandise is received as quickly and trouble-free as Possible.

Live loads – on live loads the vendor (shipper) is responsible for loading the trailer in a manner that allows for the merchandise to travel as damage-free as Possible.

On live loads shipping *TL Freight Collect*, drivers will not assist in loading or counting merchandise as it is loaded onto the truck. If driver assistance in loading is required, the Southern States Transportation Department must be notified when routing request is made. Vendors that require drivers to assist in loading their merchandise will be charged driver assist fees as administered by the carrier.

Multiple P.O. shipments – product should be loaded by P.O. keeping all SKUs for each P.O. together.

Drop trailers (Shipper Load and Count) – when picking up trailers that have been dropped at your facility and loaded prior to pick up, or trailers loaded without the driver's assistance as specified above, the driver will sign the bill of lading "Shipper Load and Count" or "SLC."

**By signing the Bill of Lading "SLC," the driver indicates that he was not able to count the merchandise or inspect the load at the time it was loaded. Please read the "Freight Damage and Shortage" section of this guide for important information on freight claims procedures.**

### Shipper Loading Procedures - Railroad Cars

Railroads have standards regarding the loading and bracing of the product in or on rail cars. Each railroad has a Damage Prevention Department that can be contacted and they will assist with a loading plan and answer any questions re loading and bracing the load so the load will arrive at destination damage free.

BNSF RR:	Damage Prevention:	800-333-4786
CSXT RR:	" "	800-432-1032
NS RR:	" "	800-742-6313
UP RR:	" "	800-521-3253

### Railroad Customer Service Centers

BNSF RR:	888-428-2673, Option 2
CSXT RR:	877-744-7245, Option 5, Option 6
NS RR:	800-635-5768
UP RR:	800-272-8777 Press # key

## Bill of Lading Preparation

A bill of lading consigning a shipment to the proper Southern States destination must be provided to the carrier for each shipment. This bill of lading must contain the following information:

- Shipper name
- Shipping (origin) location address
- Southern States destination address
- Ship date
- Carrier
- Total number of pieces (pallets, cases, eaches, etc)
- Southern States purchase order number (*Southern States requires that all PO numbers on the shipment are listed individually on each Bill-of-Lading*)
- Delivery appointment date (if available)
- Delivery appointment time (if available)
- An accurate description of the merchandise being shipped
- Hazmat Documentation (if applicable)\*

**\* If your shipment contains hazardous materials, as defined by D.O.T. in 49 CFR, 171.8, all appropriate documentation is required and is the responsibility of the shipper.**

Bills of lading for all shipments must state “Delivery Appointment Required.”

Bills of lading for LTL shipments made on pallets must reflect the number of pallets and total number of pieces per pallet. For example, the bill of lading for a 2-pallet shipment containing 35 total pieces may state the number of pieces as: “1 pallet containing 15 pieces and 1 pallet containing 20 pieces.”

**Less than truckload shipments must be consolidated and shipped together on one Bill of Lading if they fulfill the following requirements:**

- Have the same origin and destination points
- Are available to be shipped within three days of each other

**\*\*\* Failure to do so may result in a chargeback for full freight expense and a \$50 administrative fee.\*\*\***

## Packing and Packaging

It is the vendor’s responsibility to package and load product in accordance with industry standards to minimize product damage. Please read the attached “Claims Procedure for Vendors” document for additional packing and packaging requirements.

Only one SKU per carton in a standard case pack is allowed unless otherwise agreed upon with the Southern States Merchandising Department. Quantities per carton are to be considered on all shipments.

## Bill of Lading Preparation (cont.)

Carton labeling – where applicable, vendors are required to ensure that all cartons can be easily identified to facilitate accurate receipt of product. To accomplish this objective, certain specific information should be clearly marked on each carton. Lettering and numbering for the purchase order and SKU numbers must be printed in at least ½ inch high type. The information required is:

- Southern States SKU Number \*
- Supplier Name and Address
- Vendor Stock Number
- Southern States Ship to Location
- Case Pack Quantity

Bar codes are required on the exterior packaging of each shippable unit.

On LTL shipments, where applicable, you must mark each carton with the total number of cartons shipped and the number that the carton represents of the total. For example, piece one of a three-piece shipment would contain the marking “1 of 3 pieces,” piece two would show “2 of 3,” and piece three would be labeled “3 of 3.”

Packing lists – packing lists must be provided for all shipments. The packing list must include:

- Supplier name
- Supplier stock number(s)
- UPC number
- Southern States destination address
- Ship date
- Total number of cartons shipped per line item
- Southern States purchase order numbers (*Southern States requires that all PO numbers on the shipment are listed individually on each packing list*)
- Southern States SKU number(s) with number of cartons
- Shipped per SKU, per P.O.

\*\*\* Failure to provide a packing list may result in a charge-back for full freight expense and a \$50 administrative fee \*\*\*

On truckload shipments, this form must be attached to the last carton loaded on the trailer and be easily visible when Southern States personnel open the trailer doors for unloading.

When shipping via an LTL carrier or UPS, the packing list must be in a Pouch and attached to the first (lead carton) of the shipment. This is the carton with the wording “1 of total carton count written here” on it.

**Packing and Packaging (cont.)**

Ancillary charges – Southern States will not be responsible for any ancillary charges, including detention, delivery appointment scheduling, loading and unloading fee's (freight Prepaid shipments). It is the vendor's responsibility to inform the carriers of this Policy. The vendor agrees to indemnify and hold Southern States harmless from any and all claims by the carrier in this regard.

**Pallet Exchange**

Southern States does not participate in pallet exchange nor will Southern States accept charges for pallets. It is the vendor's responsibility to ensure that the carrier is aware of the "No Pallet Exchange" Policy.

## Shipping

**If you are unsure about the freight terms of your shipments to Southern States / Agway, please contact the Transportation Department at 800-872-3411 opt. #1 prior to shipping.**

**\*\*\* Failure to do so may result in a chargeback for full freight expense and a \$50 administrative fee.\*\*\***

### Routing/carrier assignment

All orders shipped 'Freight Collect' to Southern States distribution centers must be routed by the Southern States Transportation Department. Southern States facilities do not have authority to route 'Freight Collect' shipments. Please refer to the section entitled **Direct to Store Shipments** for more information on non-distribution center shipments.

All shipments require a delivery appointment before being received into any of our distribution centers. Carriers will not be permitted to deliver at a Southern States distribution facility without a delivery appointment. Multiple truckloads will receive appointments on a per-truckload basis. Packing lists must be provided for each truckload at the time of delivery.

Vendors who ship pre-paid are responsible to ensure that a delivery appointment is scheduled and that their carrier is on time to meet the appointment. Carriers who arrive later than fifteen (15) minutes of their scheduled appointment time may have to wait to be unloaded sometime throughout the day, or may be required to have its delivery rescheduled by the Southern States Distribution Center. A list of Distribution Center locations and contact information is attached (see Figure 1.2)

### Notification of Shipping Delays

It is industry standard that carriers are allowed a limited amount of time for their trailers to be loaded. Once the allotted time has expired, detention charges are administered.

Southern States carriers allow two hours of free time to have their trailers loaded by your company. The carrier will contact you in advance of all pick-ups to establish a set pick-up date and time. *When their carrier makes the pick-up, please write the time of arrival and departure on your bill of lading to avoid charge-backs for detention while loading.* Vendors that exceed the allotted time will be charged detention charges as administered by the carrier.

The Southern States Distribution Center must be notified of any shipping delays that will result in your order(s) not being shipped in time to meet your scheduled delivery appointment. The Southern States Transportation Department must be notified if shipping delays result in the load not being available for a carrier assigned by Southern States. This notification must be done at least 1-day in advance of your ship date. A list of Distribution Center locations and contact information is attached (see Figure 1.2). Vendors that fail to notify the Southern States Transportation Department of shipping delays that result in the load not being available for a carrier assigned by Southern States may be charged accessorial charges as administered by the carrier.

**\*\*\* Failure to do so may result in a charge-back for full freight expense and a \$50 administrative fee \*\*\***

## Truckload Shipments (Distribution Centers)

### Freight Collect TL Shipments

**If you are unsure about the freight terms of your shipments to Southern States / Agway, please contact the Transportation Department at 800-872-3411 opt. #1 prior to shipping.**

**\*\*\* Failure to do so may result in a chargeback for full freight expense and a \$50 administrative fee.\*\*\***

Complete and fax the attached *Southern States Routing Request Form* (attached) to the Southern States Transportation Department at 804-281-7738. The form may also be completed electronically and E-mailed to the address on the top of the form. Be certain to include the following information:

- Supplier name
- Ship Point (complete physical address)
- Contact information (including phone number and E-mail)
- Date and time of the fax
- Hazmat (if applicable)
- LTL NMFC number
- Purchase order number (*Southern States requires that all PO numbers on the shipment are listed individually on each routing request form*)
- Destination location
- Number of pieces, pallets, weight, and cube per PO
- P.O. Due Date
- Date available for pick up – Orders must be ready by 8 a.m. on this day.

*If you ship from multiple locations, a separate form must be used for each ship Point. All orders require notification at least 2 business days in advance of your purchase order due date. When given less than 2 days, we will try to accommodate your request.*

You will receive a faxed response from the Transportation Department within 1-day of receiving your request.

The Transportation Department will assign a carrier. The truckload carrier will contact you prior to pick-up. If you do not hear from the carrier at least 1-day prior to the purchase order due date, please notify the Southern States Transportation Department. Please note the prior section of this guide titled 'Loading Procedures' for information concerning Policies and procedures concerning loading trailers.

## Pre-paid Truck Load Shipments

**If you are unsure about the freight terms of your shipments to Southern States / Agway, please contact the Transportation Department at 800-872-3411 opt. #1 prior to shipping.**

**\*\*\* Failure to do so may result in a charge back for full freight expense and a \$50 administrative fee.\*\*\***

All shipments require a delivery appointment before being received into any of our Distribution Centers. Carriers will not be permitted to deliver at a Southern States distribution facility without a delivery appointment. A list of Distribution Center locations and contact information is attached (see Figure 1.2). *Please note that it is our Policy that delivery appointments will not be scheduled and merchandise will not be received into a Southern States Distribution Center prior to the purchase order due date.*

Be certain to include the following information when requesting a delivery appointment from the Distribution Center:

- Supplier name, ship point, contact information
  - Date and time of the fax
  - Purchase order number(s)
  - Destination location
  - Number of pieces
  - Number of pallets
  - Due date of purchase order(s)
  - Date available for delivery
- 
- Some vendors may require that their carrier contact the Southern States Distribution Center and request an appointment prior to delivery. *In this case, please provide the delivering carrier with the Distribution Center contact information needed to schedule appointments for delivery.*
  - Freight PRPD carriers should be instructed that all delivery appointment requests require notification at least 48-hours in advance of optimal delivery date. When given less than 48-hours we will try to accommodate your request.
  - Vendors who ship pre-paid are responsible to ensure their carrier is on time for all scheduled appointments. Carriers who arrive later than fifteen (15) minutes of their scheduled appointment time may have to wait to be unloaded sometime throughout the day or may be required to have its delivery rescheduled by the Southern States Distribution Center. Southern States reserves the right to refuse to allow deliveries by any Prepaid carrier that routinely fails to meet delivery appointments
  - Southern States will not be responsible for any ancillary charges including detention, loading, and unloading. It is the vendor's responsibility to inform the carriers of this Policy. The vendor agrees to indemnify and hold Southern States harmless from any and all claims by the carrier in this regard.

## Less Than Truckload Shipments (Distribution Centers)

### Freight Collect LTL Shipments

**Consolidation of LTL shipments – if there will be more than one LTL shipment, shipping within three days of each other, to one Southern States location, the shipper is responsible to consolidate these shipments onto a single Bill of Lading.**

\*\*\* Failure to do so may result in a chargeback for excess freight charges and a \$50 administrative fee \*\*\*

1. Shipments weighing 150 lbs. or less that can be shipped with UPS – ship via UPS. Billing on UPS shipments should be on a pre-pay-and-add basis.
2. LTL shipments weighing greater than 150 lbs. or those less than 150 lbs. that cannot be shipped via UPS – complete and fax the attached “*Southern States Routing Request Form*” (attached) to the Southern States Transportation Department at 804-281-7738. The form may also be completed electronically and E-mailed to the address on the top of the form. Be certain to include the following information:
  - Supplier name
  - Ship Point (complete physical address)
  - Contact information (including phone number and E-mail)
  - Date and time of the fax
  - Freight terms
  - NMFC LTL freight classification of the product(s) you are shipping
  - LTL ‘class rate’ for the product(s) you are shipping
  - Purchase order number (*Southern States requires that all PO numbers on the shipment are listed individually on each routing request form*)
  - Destination location
  - Number of pieces, Weight, Cubic feet
  - P.O. Due Date
  - Date available for shipping – Orders must be ready by 8 a.m. on this day

**No Freight Collect LTL shipment should exceed 5000 lbs. or 750 cu. without prior approval of the Southern States Transportation Department.**

\*\*\* Failure to do so may result in a chargeback for excess freight charges and a \$50 administrative fee \*\*\*

*If you ship from multiple locations, a separate form must be used for each ship Point. All orders require notification at least 2 business days in advance of your purchase order due date. When given less than 2 days, we will try to accommodate your request.*

You will receive a faxed response from the Transportation Department within 24 hours of receiving your request. The Transportation Department will assign a carrier. *Please note that your LTL shipment may be assigned to a truckload carrier.*

- If assigned a truckload carrier, the truckload carrier will contact you prior to pick-up. If you do not hear from the carrier at least 24 hours prior to the appointment date, please notify the Southern States Transportation Department.
- If assigned to an LTL carrier, you must contact the carrier and make arrangements for pick-up. It is the vendor’s responsibility to contact the carrier and coordinate the pick-up to meet the P.O. due date. The carrier will schedule the delivery appointment.

## Freight Prepaid LTL Shipments

UPS Freight LTL (formally Overnite Transportation) is Southern State's preferred less-than-truckload carrier. Shipments arriving at our distribution centers via UPS Freight will receive expedited delivery appointments and receiving. Southern States encourages suppliers that ship on a prepaid basis to ship via UPS Freight when practical.

When shipping Freight Prepaid LTL shipments, you DO NOT need to fill out a request form. You may simply ship with your carrier. It is your carrier's responsibility to contact the Southern States Distribution Center and request an appointment prior to delivery. A list of Distribution Center locations and contact information is attached (see Figure 1.2)

## Freight Collect Direct-to-Store LTL Shipments

Purchase orders requiring merchandise to be shipped directly to Southern States store locations on a "Freight Collect basis", should be handled as follows:

- Shipments weighing 150 lbs. or less that can be shipped with UPS – ship via UPS. Billing on UPS shipments should be on a pre-pay-and-add basis.
- LTL shipments weighing between 150 and 5000 lbs. and less than 750 cu., or those less than 150 lbs. that can not be shipped via UPS, should be shipped via UPS Freight LTL (formally Overnite Transportation), Southern States core LTL carrier.
- *Billing on Freight Collect shipments to Southern States store locations via our core LTL carrier should be PRPD 3<sup>rd</sup> party to Southern States Cooperative, Inc. P.O. Box 26234 Richmond, VA 23260*
- Shipments greater than 5000 lbs. or 750 cu. – complete and fax the attached "Southern States Routing Request Form" (attached) to the Southern States Transportation Department at 804-281-7738. The form may also be completed electronically and E-mailed to the address on the top of the form. Be certain to include the following information:
  - Supplier name
  - Ship Point (complete physical address)
  - Contact information (including phone number and E-mail)
  - Date and time of the fax
  - Freight terms
  - NMFC LTL freight classification of the product(s) you are shipping
  - LTL 'class rate' for the product(s) you are shipping
  - Purchase order number (*Southern States requires that all PO numbers on the shipment are listed individually on each routing request form*)
  - Destination location
  - Number of pieces, Weight, Cubic feet
  - P.O. Due Date
  - Date available for shipping – Orders must be ready by 8 a.m. on this day
- No Freight Collect LTL shipment should exceed 5000 lbs. or 750 cu. without prior approval of the Southern States Transportation Department.

**\*\*\* Failure to do so may result in a chargeback for excess freight charges and a \$50 administrative fee \*\*\***

## **Railroad Shipments (non-bulk)**

### **Shipper Must Order Railroad Cars For Loading**

The Railroads require EDI for ordering empty cars for loading. Shown below are telephone numbers that will take your empty car orders or will assist you in getting setup for EDI car ordering. EDI addresses are shown for each railroad also.

BNSF RR:	800-234-8440	<a href="http://www.bnsf.com">www.bnsf.com</a>
CSXT RR:	877-744-7279 Option 5, Option 6	<a href="http://www.shipcsx.com">www.shipcsx.com</a>
NS RR:	404-658-2342	<a href="http://www.nscorp.com">www.nscorp.com</a>
UP RR:	800-272-8777	<a href="http://www.up.com">www.up.com</a>

### **Railroad Customer Service Centers**

BNSF RR:	888-428-2673, Option 2
CSXT RR:	877-744-7245, Option 5, Option 6
NS RR:	800-635-5768
UP RR:	800-272-8777 Press # key

### **Railroad Contact At Southern States Cooperative, Richmond, Va.**

Everette Davis	800-872-3411 X-1427
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## Freight Damages or Shortages

Southern States will remit payment based upon Southern States receiving records. Resolving variances between Southern States receiving records and vendor shipping documents will be the responsibility of the vendor to prove the accuracy of its records.

Please read carefully the attached “*Ground Rules for Southern States Vendors*” claims document attached to this guide. This document outlines the vendor’s responsibilities during shipping. It is intended to minimize Southern States and Agway’s exposure to freight claims.

The following rules will apply to shipments with merchandise determined to be damaged or short pieces at the DC at the time of unloading:

- The DC will contact the vendor and carrier within 48 hours to inform of damages or shortages. If there is a damage situation, disposition will be requested at this time.
- Damaged merchandise will be held at the delivery location for a period of 30-days following notification to allow for disposition. Southern States reserves the right to dispose of damaged merchandise after the 30-day period has expired.
- If the F.O.B. terms are ‘destination’ and the merchandise was shipped ‘PRPD’, a deduction for the full cost of the merchandise will be taken from the shipper’s merchandise invoice. It is the shipper’s responsibility to file a freight claim with the delivering carrier, if applicable (see the section entitled **Vendor Charge-backs for Freight Related Expenses** below).
- If the F.O.B. terms are ‘origin’ and the merchandise was shipped ‘collect,’ since ‘shipper load and count’ supersedes FOB terms, if the seal was intact at the time of delivery, no seal was applied and noted on the Bill of Lading, or the shortage or damage occurred within a shrink-wrapped pallet, a deduction will be taken off the merchandise invoice.
- If the F.O.B. terms are ‘origin’ and the merchandise was shipped ‘collect,’ and the seal is broken at the time of delivery, no deduction will be taken from the vendor (the seal number must be noted on the BOL). A freight claim will be filed with the carrier.

Questions concerning freight claim for merchandise shipped non-rail to a Southern States facility should be directed to the Claims Department at 540-992-1100 ext. 4219.

## Vendor Charge-backs for Freight Related Expenses

Additional freight expense incurred by Southern States due to the neglect of the vendor / shipper to read, understand, and apply directions contained in this document may result in a charge-back for the full freight amount and a \$50 administrative fee. The charge back may occur on a vendor invoice other than that for which the freight expense was related and will be accompanied by documentation as determined to be necessary by the Southern States Transportation Department.

Questions relating to the loading or shipping of merchandise to Southern States facilities should be directed to the Southern States Transportation Department at 800-872-3411.

# URGENT

## **Freight Claims Ground Rules for Southern States Vendors**

These ground rules will apply to all modes of freight shipments moving for the account of Southern States Cooperative and originating at vendor's location.

Vendors will be expected to load and brace shipments in trailers in accordance with industry standards to minimize product damage. Vendors will be responsible for loading all shipments to withstand the ordinary perils of transportation.

At Points of origin, the carrier or drayman shall affix a seal to loaded trailers or containers and place the seal number following the driver's signature on the bill of lading and all underlying copies.

All shipments loaded by the vendor in the carriers' absence (i.e.: 'drop and hook') will be considered 'shippers load and count', or 'SLC' even if the original Bill of Lading is not signed 'SLC' by the driver. Evidence of this will relieve carrier from liability for shortage or damage. If the driver is not permitted by the vendor to sign the original Bill 'SLC', he is instructed to note this on the Bill of Lading along with the seal number affixed by the vendor during loading.

At Point of destination, Southern States will execute the delivery receipt copy of the Bill of Lading noting any shortage or damage and, if a seal was affixed at origin, whether the seal was intact at Point of delivery.

In the absence of evidence of carrier liability to the contrary, evidence that seal is intact at Point of delivery will relieve carrier from liability for shortage or damage. Southern States will prepare and forward to vendors a contemporary report noting shortages and damages caused by defective packaging or bracing. This document will include an On-Hand Notice to vendors who, in the opinion of Southern States, are responsible. Vendors will have 30 days to make arrangement for pickup, salvage, or inspection, after which Southern States may dispose of the damaged goods without incurring further liability. Claims for damages caused by acts or omission of vendors will be reflected in invoice adjustments.



**SOUTHERN STATES**

**Southern States Transportation  
Truck Load/Less Than Truck Load**

**Routing Request Form**

Phone: 800-872-3411 opt. #1

Fax: 804-281-7738

E-mail: Routing@SSCOOP.com



**SOUTHERN STATES**

Vendor Name: \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Ship Point (street address): \_\_\_\_\_

Is the shipment Hazmat? \_\_\_\_\_

Ship Point (city, state, zip): \_\_\_\_\_

\*\*\* Is driver required to assist in loading? \_\_\_\_\_

This area to be completed by the vendor								This area to be completed by Southern States Transportation Dept.	
Purchase Order Number	Destination ZIP	Pieces	Pallets	Weight	Cubic Feet	Class Rate	* Date ready for pick up	** Assigned Carrier	Confirmation Number
SS Ship To:		Street Address (city, St., ZIP):							

Purchase Order Number	Destination	Pieces	Pallets	Weight	Cubic Feet	Class Rate	* Date ready for pick up	** Assigned Carrier	Confirmation Number
SS Ship To:		Street Address (city, St., ZIP):							

Purchase Order Number	Destination	Pieces	Pallets	Weight	Cubic Feet	Class Rate	* Date ready for pick up	** Assigned Carrier	Confirmation Number
SS Ship To:		Street Address (city, St., ZIP):							

Vendor Contact Name: \_\_\_\_\_

\* Load must be available for pick-up by 8 a.m. on the stated ready date.

Phone Number: \_\_\_\_\_

\*\* If assigned carrier is a TL carrier, carrier will arrange pick-up details with vendor.

Fax Number: \_\_\_\_\_

\*\* If assigned carrier is a LTL carrier, vendor must contact carrier to arrange pick-up.

Notes: \_\_\_\_\_

\*\*\* (Collect Shipments only) Vendors that requires drivers to count product or assist in loading may be charged related fees administered by the carriers.

Figure 1.2

## **Southern States Distribution Center Locations and Contact Information**

### **Cloverdale, VA Distribution Center**

1796 Lee Highway South Cloverdale, VA 24077

Contact number 540-992-1100

Manager	Dave Bittner	ext. 4218
Seed	Randy Jenkins	ext. 4224
Crops	Norman Jones	ext. 4216
Receiving & Returns	Sandy Craft	ext. 4219
Shipping	Dan Breighner	ext. 4217

#### Driving Directions

I-81 to exit 150A. At light (route 11 South) turn right. DC is on the left 1 mile south

### **Louisville, KY Distribution Center**

7110 Grade Lane Louisville, KY 40213

Contact number 502-366-0351 or 888-775-9234

Manager	Joe Carta	ext. 4120
Crop Protectants	Travis Gosser	ext. 4124
Receiving	Henry Moore	ext. 4122
Shipping	Peggy Wilson	ext. 4126
Returns	Peggy Wilson	ext. 4126

#### Driving Directions:

Interstate 65 to Exit 128 (Fern Valley Road). Go west on Fern Valley Road to Grade Lane and turn left. The D.C. is approximately one mile on the right.

### **Westfield, MA Distribution Center**

323 Lockhouse Road Westfield, MA 01085

Contact Number: 413-568-9201 or (800) 410-8321

Manager	Joe Aldridge	ext. 4317
Superintendent	Jennifer Simpson	ext. 4343
Seed	Bruce Duval	ext. 4327
Receiving	David Igel	ext. 4315
Shipping	John Young	ext. 4314
Returns	David Igel	ext. 4315

#### Driving Directions:

Mass Pike (I90) to Exit 3. Take a right off the exit. Take first right onto Arch Road. Arch Road becomes Lockhouse Road. The DC is approximately 2 miles on the right.

**Seaford, DE Distribution Center**

200 Allen Dr. Seaford, DE. 19973

Contact Number 302-629-7991 Fax 302-629-0257

Manager	Tom Sallade
Assistant Manager/Seed	Jerry Hevner
Crop Protectants	Tom Sallade
Secretary/Dispatch	Dora Smith
Office Manager/Dispatch	Jim VanVleck

Driving Directions

From the North

Take I-95 south, to Rt. 50 east, to 404 east, to Rt. 13 south to Seaford. Take Rt. 20 west. Go through eight traffic lights and turn on Dulaney drive. The Distribution Center is ¼ mile on right.

From the South

Take Rt. 13 north to Seaford. Take Rt. 20 west and follow directions from above.

From North PA

Take route 1 or route 13 south to Seaford and follow directions from above.

**Sylvester, GA Distribution Center**

702 Ashburn Highway

Sylvester, GA 31791

Phone: 229-776-1498

Manager	Jerry Glass
Shipping and Receiving	Jerry Fields
Returns	Stephen Sadler

Driving Directions:

Take U.S. 82 into Sylvester. Turn north (right) onto GA Route 33/112.

Go north 1.5 miles, distribution center on right

**Farmville, NC Distribution Center**

P.O. Box 746

Highway 264 Alternate

Farmville, NC 27828

Contact Number 252-753-4049 Toll Free 877-231-5508

Manager	Phil McCarty
Asst. Mgr.	Bob Howard
Secretary	Carolyn Grant
Superintendent	Anthony Randolph

Driving Directions

From I-95 North or South

Exit 121 (East) onto highway 264 east. Travel east approximately 20 miles.

Turn right at Exit 60 (hwy 121/264 alt.). Travel approximately 3 miles, cross railroad tracks. Warehouse located on left 300 yards past RR Crossing.

## **Franklin, KY Distribution Center**

3576 Russellville Rd  
Franklin, KY. 42134  
Contact Number 270-586-5240  
Manager  
Asst. Manager

Mike Stovall  
Steve Hill

### Directions From I-65

#### From North

Take exit 6, turn right at the bottom of ramp.  
Go to first stop light turn left on Truck Rt. 1008.  
Follow truck route until it dead ends into Hwy. 100.  
Turn left and the warehouse is 3 miles out on the right.

#### From South

Take exit 2; turn left at bottom of ramp.  
Follow 31-W north until stop light at intersection of truck route 1008  
Turn left on truck route follow until it dead-ends into Hwy. 100  
Turn left and the warehouse is 3 miles on the right.