

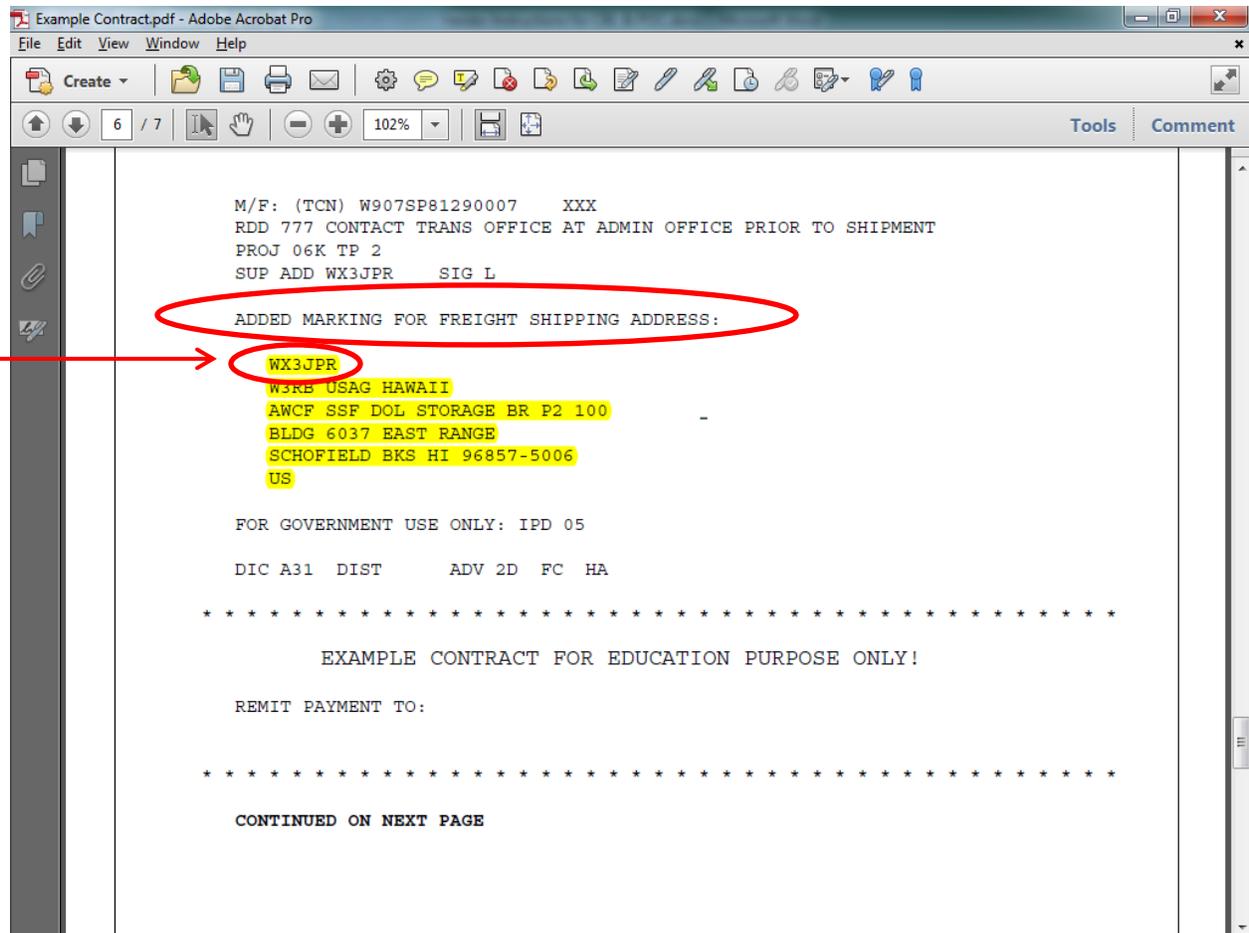
## First Destination Transportation Update 1.0: processing shipments in the Vendor Shipment Module (VSM)

**Purpose:** To provide vendors with additional information regarding the processing of shipments in the Vendor Shipment Module (VSM).

**IF YOUR SHIPMENT REQUIRES DCMA INSPECTION DO NOT ENTER ANYTHING INTO VSM UNTIL AFTER THE INSPECTION HAS BEEN COMPLETED.**

If you do not follow the above procedures, a carrier will arrive at your facility and you will not be able to release the shipment. **Additional charges will be incurred.**

**If your shipment requires a DCMA inspection, you will need to schedule an appointment for that inspection in Wide Area Work Flow (WAWF).** You will need to have the **ultimate consignee** in order to schedule your inspection. Your ultimate consignee is found in your contract as shown below. Once you complete the request in WAWF, you should receive an inspection appointment no later than two (2) days for a resident QAR and seven (7) days for a non-resident QAR. *Once the inspection has occurred and the inspector has approved your shipment, you are ready to enter your shipment details in VSM.*



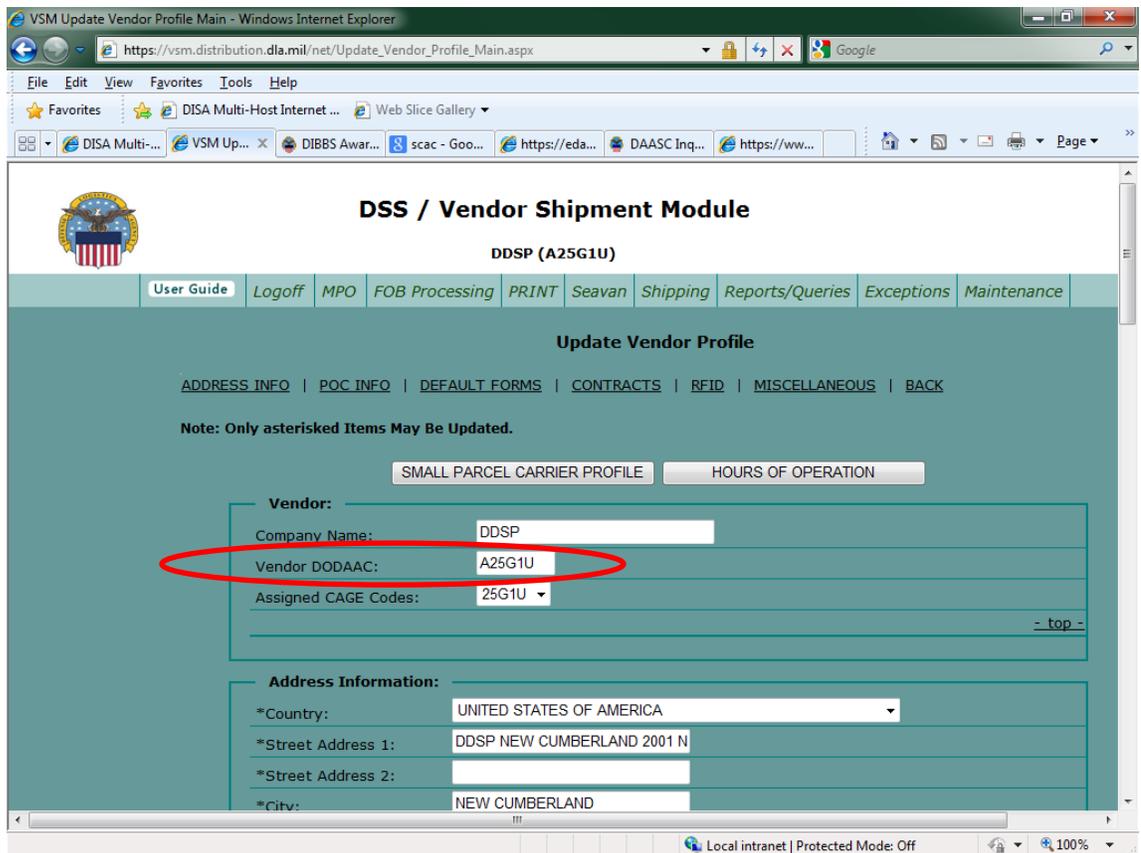
The Ultimate Consignee can be found in the Freight Shipping section of your contract.

The next few pages describe the shipping documents and the date you can expect the carrier at your facility AFTER processing in VSM.

- 1. DO NOT CONTACT MENLO PERTAINING TO YOUR SHIPMENTS.**
2. Any questions relating to shipments are to be directed to the Defense Logistics Agency (DLA) Distribution transportation office at [delivery@dla.mil](mailto:delivery@dla.mil) or 800-456-5507.
3. Your shipment/freight must be packed and ready for shipment at the time you process within the Vendor Shipment Module (VSM). A carrier will arrive at your facility to pick up this shipment by close of business no later than the day after your documentation is available for you to print. You must print the Military Shipping Label (MSL) along with your documentation.
4. The carrier will show up with an “Offer Number.” There are two types of Offer Numbers; one that pertains to a single shipment, and one that applies to a consolidated shipment under a Master Bill Number (MBN).

The offer number contains three parts; the assigned vendor DODAAC, the acronym for Shipment Control Number (SCN) or the acronym for Master Bill Number (MBN) and the actual eight digit shipment control number or Master Bill Number applied to that particular shipment.

- a. The assigned Vendor DODAAC can be found in the Update Vendor Profile of VSM via the Maintenance tab. This consists of the site Prefix + Cage Code.



- b. Offer Number for a single shipment = Vendor DODAAC + “SCN” + 01234567
    - i. Ex. A25G1USCN01234567
  - c. Offer Number for a Master Bill = Vendor DODAAC + “MBN” + 00001234
    - i. Ex. A25G1UMBN00001234
  - d. The location of the SCN & MBN on the CBL is addressed on the following pages.
5. To know what carrier is picking up the freight, take the VIA Standard Carrier Alpha Code (SCAC) from the CBL shown on the following slides, and look it up on the SCAC list at the end of this document.
  6. When contacting DLA Distribution for assistance in answering your questions, please provide your CBL number, Shipment Control Number (SCN) or Master Bill Number.
  7. The following pages contain screen prints, which illustrate where this information is located on the CBL.

EXAMPLE CBL.pdf - Adobe Acrobat Pro

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Tools Comment

Please fill out the following form. If you are a form author, choose Distribute from the Forms panel in the Tools Pane on the right to send it to your recipients. Highlight Existing Fields

| 09419181  |  | COMMERCIAL BILL OF LADING  |   | ORIGINAL   | B/L NO. 13AWYHDP |
|---|--|--|---|--|------------------|
| 1. TRANSPORTATION COMPANY TENDERED TO<br><b>MENLO WORLDWIDE GOVT</b>  |  | 2. SCAC<br><b>MWWG</b>   | 3. DATE B/L PREPARED<br><b>131101</b><br>(YYMMDD)   | 4. ROUTE ORDER/RELEASE NUMBER<br><b>RTDTCILT</b> |                  |
| 5. DESTINATION (Name, Address and ZIP code)<br><b>6881 IVY RD BLDG 9057<br/>FORT BENNING GA 31905-5182</b>  |  | 6. SPLC (Dest.)<br><b>464630250</b>  | 8. ORIGIN (Name, Address and ZIP code)<br><b>NAME OF YOUR COMPANY INC<br/>123 MAIN STREET<br/>SOMEWHERE PA 17070-0000</b>             |  |                  |
| 9. CONSIGNEE (Name, Address and ZIP code of installation)<br><b>W6YG USALRCTR FT BENNING<br/>CENTRAL RECEIVING POINT<br/>6881 IVY RD BLDG 9057<br/>FORT BENNING GA 31905-5182</b> |  | 7. SPLC (Orig.)<br><b>201788000</b>  | 11. SHIPPER (Name, Address and ZIP code)<br><b>T.O. DLA DISTRIBUTION<br/>NEW CUMBERLAND, PA 17070-5000</b>                            |  |                  |
| 12. APPROPRIATION CHARGEABLE<br><b>S2NF</b>   |  | 10. GBLOC (Cons.)<br><b>IOOI</b>   | 13. BILL CHARGES TO (Dept./Agency, Bureau/Office mailing address and ZIP code)<br><b>THIRD PARTY<br/>BILL DIRECT TO MENLO-US BANK</b> |  |                  |
| 14. VIA (Route shipment when advantageous to the Government)<br><b>EXLA</b> TERMS: MILEAGE: 902   |  | 16. MARKS AND ANNOTATIONS<br><b>DEL ISSUES CALL MENLO 800-301-8176<br/>FINAL STOP FT BENNING W/SPLITS<br/>THIS US GOVERNMENT SHIPMENT IS<br/>SUBJECT TO THE TERMS AND<br/>CONDITIONS LISTED IN 41 CFR 102-</b> |   |  |                  |
| 17. 18. DESCRIPTION OF ARTICLES (Use carrier's classification or tariff description if possible.)   |  | 19. WEIGHT *   |   | FOR USE OF BILLING CARRIER ONLY                  |                  |
| 16. PACKAGES<br>NO. KIND CLASSIFICATION ITEM NO.  |  | (Pounds only)  |   | Services Rate Charges                            |                  |

1. The VIA SCAC is displayed in box 14. This is the Carrier that has been awarded to pick up the shipment.
2. The Shipment Control Number is displayed on the upper left hand side of the CBL and is the last (third) part of the offer number.
3. Commercial Bill of Lading (CBL) number

EXAMPLE CBL - MSTR.pdf - Adobe Acrobat Pro

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|   |  |   |  |  |                         |
|---|--|---|--|--|-------------------------|
| <b>MSTR00001597</b>   |  | <b>COMMERCIAL BILL OF LADING</b>  |  | ORIGINAL   | B/L NO. <b>13AWYADP</b> |
| 1. TRANSPORTATION COMPANY TENDERED TO<br><b>MENLO WORLDWIDE GOVT</b>  |  | 2. SCAC<br><b>MWWG</b>  | 3. DATE B/L PREPARED<br><b>131101</b><br>(YYMMDD)  | 4. ROUTE ORDER/RELEASE NUMBER<br><b>RTDTCILT</b>   |                         |
| 5. DESTINATION (Name, Address and ZIP code)<br><b>REC WHSE 57</b><br><b>TRACY CA 95304-5000</b>   |  | 6. SPLC (Dest.)<br><b>875694000</b>   | 8. ORIGIN (Name, Address and ZIP code)<br><b>NAME OF YOUR COMPANY INC.</b><br><b>123 MAIN STREET</b><br><b>SOMEWHERE GA 30153-9902</b> |  |                         |
| 9. CONSIGNEE (Name, Address and ZIP code of installation)<br><b>W1BG DLA DISTRIBUTION</b><br><b>25600 S CHRISMAN ROAD</b><br><b>REC WHSE 57</b><br><b>TRACY CA 95304-5000</b> |  | 7. SPLC (Orig.)<br><b>456630000</b>   | 10. GBLOC (Cons.)<br><b>IOOI</b>   | 11. SHIPPER (Name, Address and ZIP code)<br><b>T.O. DLA DISTRIBUTION</b><br><b>NEW CUMBERLAND, PA 17070-5000</b> |                         |
| 12. APPROPRIATION CHARGEABLE<br><b>S2NF</b>   |  | 13. BILL CHARGES TO (Dept./Agency, Bureau/Office mailing address and ZIP code)<br><b>THIRD PARTY</b><br><b>BILL DIRECT TO MENLO-US BANK</b>   |  |  |                         |
| 14. VIA (Route shipment when advantageous to the Government)<br><b>EXLA</b> TERMS: <b>MILEAGE: 2376</b>   |  | 15. MARKS AND ANNOTATIONS<br><b>DEL ISSUES CALL MENLO 800-301-8176</b><br><b>THIS US GOVERNMENT SHIPMENT IS</b><br><b>SUBJECT TO THE TERMS AND</b><br><b>CONDITIONS LISTED IN 41 CFR 102-</b><br><b>117 AND 41 CFR 102-118.</b> |  |  |                         |
| 16. PACKAGES<br>NO. KIND  |  | 17. 18. DESCRIPTION OF ARTICLES (Use carrier's classification or tariff description if possible.)<br>CLASSIFICATION ITEM NO.  |  | 19. WEIGHT *<br>(Pounds only)  |                         |
| 11 CR   |  | THIS B/L CONSISTS OF 3 PAGES  |  | ACTUAL   |                         |
|   |  |   |  | FOR USE OF BILLING CARRIER ONLY<br>Services Rate Charges   |                         |

1. When shipments are combined onto one CBL, a Master Bill Number will display in place of the SCN at the top of the first page.

EXAMPLE CBL - MSTR.pdf - Adobe Acrobat Pro

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Tools Comment

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| 09418168  |   | ORIGINAL   | B/L NO. 13AWYADP *              |
|---|---|--|---------------------------------|
| COMMERCIAL BILL OF LADING<br>CONTINUATION SHEET   |   | SHEET NO. 2 OF 3   |                                 |
|   |   | ISSUING OFFICE (Name and complete address)<br>T.O. DLA DISTRIBUTION<br>NEW CUMBERLAND, PA 17070-5000 |                                 |
| PACKAGES  | DESCRIPTION OF ARTICLES (Use carrier's classification or tariff description if possible; otherwise use a clear nontechnical description.) | WEIGHT *   | FOR USE OF BILLING CARRIER ONLY |
| NO. KIND  |   | (Pounds only)  | Services Rate Charges           |
| <p>CUSTOMER SERVICE 209-839-4105 24 HR<br/>         ADV DELIVERY APPT CCP 209-839-5028<br/>         CENTRAL RECEIVING 209-839-4307. RE<br/>         CEIVING HRS 0500-1330 M-F.<br/>         SHIPPER TO LOAD CONSIGNEE TO<br/>         UNLOAD. DOES NOT APPLY TO TOW AWAY<br/>         SHIPMENTS.<br/>         FREIGHT, ALL KINDS RATE (S) APPLY.<br/>         COMPLY WITH MFTURP CURRENT VERSION<br/>         AND SUBSEQUENT UPDATES.</p> |   |  |                                 |

1. Driver instructions
2. SCN - The Master Bill is displayed on page 1 and the SCN is displayed at the top of the following pages. Only the leading SCN will be assigned to the CBL.
3. CBL – Carries over on the top of each page.

EXAMPLE CBL - MSTR.pdf - Adobe Acrobat Pro

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|   |    |   |      |  |  |
|---|----|---|------|--|--|
| 1 | CR | NMFC 181160 SUF Z CUBE 58<br>APPN<br>S2NF<br>TCN W62G2T31413254XEX TP-3<br>FOR W62G2T RDD 0 PROJ                              | 220  |  |  |
| 2 | CR | TANKS FUEL AIRCRAFT ALUM<br>NMFC 181160 SUF Z CUBE 98<br>APPN<br>S2NF<br>TCN W62G2T32821001XDX TP-3<br>FOR W62G2T RDD 0 PROJ  | 570  |  |  |
| 2 | CR | TANKS FUEL AIRCRAFT ALUM<br>NMFC 181160 SUF Z CUBE 98<br>APPN<br>S2NF<br>TCN W62G2T33010501XBX TP-2<br>FOR W62G2T RDD 0 PROJ  | 570  |  |  |
| 4 | CR | TANKS FUEL AIRCRAFT ALUM<br>NMFC 181160 SUF Z CUBE 196<br>APPN<br>S2NF<br>TCN W62G2T33010511XXX TP-2<br>FOR W62G2T RDD 0 PROJ | 1140 |  |  |

\* Show also cubic measurements for shipments via air, truck or water carrier in cases where required.

The Transportation Control Number (TCN) is listed on page 2 and subsequent continuation pages. These are the TCNs that were consolidated onto this shipment under one Master Bill and can be used to search by in VSM.

## CARRIER NAMES AND SCACs

| <b>SCAC</b> | <b>Carrier Name</b>                               |
|-------------|---|
| AATJ        | ACCESS AMERICA TRANSPORT                          |
| ACEH        | ACE DORAN HAULING & RIGGING CO.                   |
| AHHA        | ART HEAVY HAUL, INC.                              |
| AIPA        | AMERICAN ROAD LINE, ARL INC.                      |
| ALKS        | AUTONOMIC LOGISTICS                               |
| AMMF        | ADMIRAL MERCHANTS MOTOR FREIGHT                   |
| ANAR        | A&A TRANS-LAWRENCE                                |
| APEH        | FREIGHT HANDLERS, INC. D/B/A APEX LOGISTICS GROUP |
| AQGC        | ATLANTIC LOGISTICS INC.                           |
| AQLA        | ALABAMA CARRIERS, INC.                            |
| AQNL        | ALTERNATIVE LOGISTICS, LLC                        |
| ARNT        | AMERICAN TRANSPORTATION                           |
| ASSM        | ATS SPECIALIZED INC.                              |
| ATEQ        | ACME TRUCK LINE, INC.                             |
| ATLN        | ADD TRAN LOGISTICS                                |
| ATQW        | AMERICAN TRANSPORT INC                            |
| AVXG        | ADVANCED TRANSPORT, LLC                           |
| BAGS        | BAGGETT SERVICES                                  |
| BAME        | BAM TRANSPORTATION, INC.                          |
| BFCO        | B.E. COURIER SERVICE INC.                         |
| BFSJ        | BM2 FREIGHT SERVICES, INC.                        |
| BGME        | BENNETT MOTOR EXPRESS, LLC                        |
| BHEQ        | BULLDOG HIWAY EXPRESS                             |
| BHRI        | BUCHANAN HAULING & RIGGING, INC.                  |
| BWCE        | BEST WAY CARGO/TRANSPORT                          |
| BXPE        | BOLT EXPRESS, LLC                                 |
| CALJ        | CAL ARK INTERNATIONAL, INC.                       |
| CAOG        | CARROLL TRUCKING INC.                             |
| CAST        | CASTELL TRUCKING CORP. (C.T.C.)                   |
| CERE        | CERES TRANSPORT                                   |
| CFSN        | CFS LOGISTICS, INC.                               |
| CHDI        | CHEYENNE DISTRIBUTION INC.                        |
| CKGV        | CASTELL TRUCKING GROUP LLC                        |
| CKLG        | CHEROKEE LOGISTICS, INC.                          |
| CLGE        | CELADON TRUCKING SERVICES                         |
| CLLQ        | COYOTE LOGISTICS                                  |
| CNWX        | CON-WAY FREIGHT                                   |
| CNYI        | CANARY INC  |
| COOG        | CORTRANS LOGISTICS, LLC                           |
| CRDT        | CARDINAL TRANSPORT, INC.                          |
| CRLC        | CRST LOGISTICS, INC.                              |

CRQC DANIEL W. CARR, JR. DBA CARR TRUCKING COMPANY  
CRTD P. CARTER TRUCKING, INC.  
CSTV C & S TRUCKING & SALVAGE, INC.  
CTII CENTRAL TRANSPORT  
CTRQ CON-WAY TRUCKLOAD INC  
CTWR C2 FREIGHT RESOURCES, INC.  
CVGT CAVALRY LOGISTICS, LLC  
CVQC C. L. SERVICES, INC.  
CWBG CON-WAY MULTIMODAL INC  
CWBL COWBOY USA LLC  
CXTB COX TRANSPORTATION SERVICES, INC.  
CXWW INTERSTATE DISTR/CARGO EXPRESS, INC.  
DATK DAVIS EXPRESS INC.  
DDJG DOUBLE D TRUCKING  
DIAT DIAMOND TRANSPORTATION  
DICE DIAMOND LOGISTICS, INC.  
DKQL DRAKE LOGISTICS, LLC  
DLMS GREATWIDE - DALLAS & MAVIS  
DTJF D.T.S. FLATBED SERVICES  
EARL EASTERN EXPRESS, INC.  
EFSO ESTES FORWARDING WORLDWIDE LLC (SPECIALIZED)  
EFWW ESTES FORWARDING WORLDWIDE, LLC  
ELLW ESP LOGISTICS LLC  
EPOI EXPRESS-1/XPO  
EQXC THE EXPEDITING CO., INC.  
ETCO ETI/EXCLUSIVE TRANSPORTATION  
EXLA ESTES EXPRESS LINES  
FDCC FEDEX CUSTOM CRITICAL, INC.  
FIKS FTL LOGISTICS  
GIDT GID-GET IT DONE LLC D/B/A GID LOGISTICS  
GRES GRESHAM TRANSFER, INC.  
GTTI GO TO TRANSPORT  
GVEI GLOBAL SERVICE ASSOCIATE  
GVTD GREEN VALLEY TRANSPORTATION CORPORATION  
HASK EDWARD HINKLE DBA HINKLE AND SON TRUCKING  
HGPS HIGH PLAINS LOGISTICS CONSULTING, LLC  
HHGI HH&G, INC.  
HJBT J. B. HUNT TRANSPORT, INC.  
HLOB HAUL LOGISTICS  
HNWT H&W TRUCKING  
HUBG HUB GROUP, INC.  
IGLN PANTHER EXPEDITED/INTEGRES  
IKXS IKON TRANSPORTATION SERVICES, INC.  
INTD INTERSTATE DIST/CARGO EXPRESS

IWES INTEGRATED WIND ENERGY SERVICES, LLC  
JONS JONES MOTOR CO., INC.  
KBTP K & B TRANSPORT, INC. OF GEORGIA  
KSTK K & S TRUCKING, LLC  
KYTS KEY TRANSPORT  
LEAM LANDSTAR EXPRESS AMERICA, INC.  
LGGS LEGION LOGISTICS  
LGTC LIVINGSTONE TRUCKING  
LIGS LANDSTAR LIGON  
LLSK LML LOGISTICS SOLUTIONS  
LMJB LMJ INTERNATIONAL LOGISTICS, LLC  
LMJG LMJ INTERNATIONAL LOGISTICS, LLC  
LOJO LOJO SPECIALIZED HAULING, LLC  
LRGR LANDSTAR RANGER  
LRS LARS LOGISTICS/UNIFIED CONSULTANTS  
LSST LONE STAR TRANSPORTATION  
LTPI LOUISIANA TRANSPORT INC  
MADL MASON AND DIXON LINES  
MCET MERCER TRANSPORTATION CO., INC.  
MDXD MASON DIXON LOGISTICS  
MDXW MEDALLION TRANSPORT & LOGISTICS, LLC  
MGIO MAGNO INTERNATIONAL LP  
MGPG MEGACORP LOGISTICS, LLC  
MGXB MAGELLAN TRANSPORT LOGISTICS  
MINB MAGNO INTERNATIONAL LP  
MLFJ MALOON TRANSPORTATION  
MLLV R.E. MILLS  
MYAF MYSTIC TRANSPORTATION  
NCOC NORCO CORPORATION  
NONT NORTHERN NECK TRANSFER, INC.  
NXLL NEXT EXIT LOGISTICS, LLC  
ODTI OVERDRIVE TRANSPORTATION, INC.  
PGTT PGT TRUCKING  
PIDS PRIEFERT LOGISTICS, LP  
PKDS PACKARD TRANSPORT, INC.  
PNAN PRECISION HEAVY HAUL, INC.  
PSTO P&S TRANSPORTATION INC.  
PTWT PANTHER II TRANSPORTATION, INC.  
PXEL PRIMO EXPRESS LLC  
QELA QONTINUITY ENTERPRISES LLC  
REBN R. E. B. EXPRESS  
REBQ RED ARROW CONSULTING INC  
RETR RE TRANSPORTATION  
RFTG RELWOF FARMS TRUCKING, INC.

RHLT ROCKHILL  
RLPK RADIANT LOGISTICS PARTNERS LLC  
RLPL RADIANT LOGISTICS PARTNERS LLC  
RNWS W.S. ROBINSON  
ROEV ROEHL TRANSPORT, INC.  
RPTY RP TRUCKING LLC  
RTSB RELIABLE TRANSPORTATION SOLUTIONS  
RWCY VALUE TRANSPORT dba RWC TRANSPORT  
RYFS RAYNOR FARM SERVICES INC.  
RYPR READY TRANSPORTATION INC  
SAGQ SOUTHERN AG CARRIERS, INC.  
SAMM SAMMONS TRANS  
SLTW SLT EXPRESS WAY, INC.  
SLZC SOURCE LOGISTICS LLC  
SPCG SPECIALIZED TRANSPORTATION, INC.  
SWIB SWI TRANSPORTATION, INC.  
TAES TEAM AIR EXPRESS, INC.  
TAIF TEAM AIR EXPRESS, INC.  
TCAR TRANS CARRIERS INC  
TCZN TNT CARTAGE  
TENH TENNESSEE STEEL HAULERS, INC.  
TGNB BUS DEV & BEYOND, INC. DBA TRANGISTICS  
TJIQ TJI LOGISTICS, INC.  
TLSI TRANSPORTATION & LOGISTICAL  
TMQH TOMCAT MILITARY LOGISTICS LLC  
TNXF TURNER TRANSPORT  
TQYL TOTAL QUALITY LOGISTICS  
TRSQ TERESI TRUCKING INC  
TVFT TRAVERSE FREIGHT INC.  
UACL UNIVERSAL AM-CAN  
ULLQ US LOGISTICS, LLC  
UPGF UPS GROUND FREIGHT, INC. DBA UPS FREIGHT  
UVGS UNIVERSAL LOGISTICS  
VGJW JERRY VIRGIL D/B/A/ J & W VIRGIL TRUCKING CO  
VLLQ VERDE LOGISTICS  
VLOB VETUS LOGISTICS  
WRXE WRIGHT EXPRESS SERVICE  
WSHK WOODEN SHOES TRUCKING INC.  
WTEM WILSON TRUCKING SERVICE INC.  
XCTG XCELERATED TRANSPORTATION GROUP LLC