



# How to Book a Shipment

# Go to [www.ctlbrokerage.com](http://www.ctlbrokerage.com)



HOME SERVICES TRANSRATER CUSTOMERS CARRIERS CONTACT BLOG

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Tuesday June 7, 2011

## Welcome

CTL Brokerage (CTLB) is a non-asset based transportation brokerage servicing all of North America. Here at CTLB we pride ourselves on supplying our customers with the best possible customer service and most competitive rates in the industry. Some of our services include:

- Truckload
- LTL
- Expedited
- Flatbed
- Domestic Air
- Warehousing
- Tradeshaw
- White Glove
- Freight Payment
- Freight Bill Audit
- International Consulting & Rate Negotiations



CTL Brokerage offers our customers at no charge access to our online less-than-truckload (LTL) carrier/rate selection tool. This tool gives our customers the option of choosing the carrier they prefer, booking and paying within minutes. It is a fast an easy way to move your LTL freight at extremely competitive rates. For more information please click [HERE](#).

Put in your user name and password and click "Go"

**TransRater Login**

Username:

Password:

### CTL Brokerage, Inc.

547 Amherst Street  
Suite 405  
Nashua, NH 03063  
(603) 821-6595 ext 226  
(888) 289-3700 ext 226  
(603) 821-5235 (Fax)  
[www.CTLBrokerage.com](http://www.CTLBrokerage.com)



Members of:

Capital Transportation Logistics



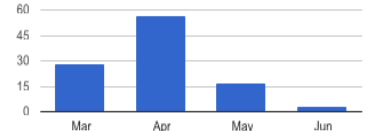
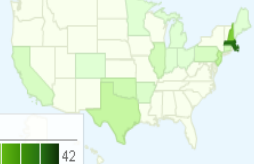


# You are Now Logged In

  
  
[Home](#) [Shipment](#) [Utilities](#) [Logout](#) 

Welcome to your Logistics Main Menu, Guest User

Click on the button labeled "Create Shipments and Quotes Complete Form"

<b>Account Services</b> <a href="#">New Alerts: 0</a> <a href="#">Account Statement</a> <a href="#">Address Book</a> <a href="#">Change Password</a> <a href="#">Credit Application</a> <a href="#">Contact List</a> <a href="#">Documents</a> <a href="#">Modify Account Info</a> <a href="#">Product Catalog</a> <a href="#">Shipment Tracking</a> <a href="#">Shipment Tracking Popup</a> <a href="#">Terms</a> <a href="#">Log Off</a>	<b>Shipments &amp; Quotes</b>  <a href="#">Create Shipments and Quotes Complete Form</a>  <a href="#">Create Shipments and Quotes Short Form</a>  <a href="#">Shipment Tracking</a>	<b>Shipment History</b> <input checked="" type="radio"/> Loads <input type="radio"/> Billed <input type="radio"/> Weight  <table border="1"><thead><tr><th>Month</th><th>Loads</th></tr></thead><tbody><tr><td>Mar</td><td>30</td></tr><tr><td>Apr</td><td>55</td></tr><tr><td>May</td><td>15</td></tr><tr><td>Jun</td><td>5</td></tr></tbody></table>	Month	Loads	Mar	30	Apr	55	May	15	Jun	5
Month	Loads											
Mar	30											
Apr	55											
May	15											
Jun	5											
<b>Labels</b> <a href="#">Shipping Label</a> <a href="#">Shipping Label (1 per page)</a> <a href="#">Fragile</a> <a href="#">Do Not Double Stack</a> <a href="#">Top Load Only</a> <a href="#">Do Not Break Shrink Wrap</a>	<b>Loads By Origin (US only)</b> <input type="radio"/> All <input checked="" type="radio"/> Year <input type="radio"/> 30 Days  Loads: 1 to 42	<b>Loads By Destination (US only)</b> <input type="radio"/> All <input checked="" type="radio"/> Year <input type="radio"/> 30 Days  Loads: 1 to 44										
<b>Credit Status</b> Credit Limit: \$100,000.00 Open Balance: \$0.00 	<b>Pending Pickups</b> No Shipments											

[Click here to contact us or call 603-881-3350](#)

# Fill in the Indicated Fields



Guest Account

Set your pickup date, ready time, and closing time

Full Form Short Form Map

Pickup Date: 6/7/2011  
Ready: 8:00 AM - 4:00 PM  
Delivery Date: 6/13/2011  
Delivery Time: 11:45 AM

Fill in the shipper and consignee information

Shipper Information

Company: Type to search  
Street:  
Zip\*: Find Zip Map  
Contact:  
Email:  
Phone:  
Fax:  
Notes:

Consignee Information

Company: Type to search  
Street:  
Zip\*: Find Zip Map  
Contact:  
Email:  
Phone:  
Fax:  
Notes:

Payer Information

Customer  
\*\*\* Credit Status: Continual CC \*\*\*  
Credit Limit: - Booked: = Available Credit:  
\$100,000.00 - \$0.00 = \$100,000.00

Shipment Information

Equipment: Not Specified  
Priority: Normal  
Shipper No\*: Required  
PO Reference\*: Required  
Pro No:  
Value Not Specified:   
Shipment Value\*:  
Value Per Pound:  
Miles:

**Important:**  
Fill in the Shipper # and the PO Reference #

[Add a Stop](#)

## Commodity Information

Pieces*	Package	Product Description	NMFC#	Dimensions	PCF	HZ	Class	Weight*
1	Pallets	Type ^ For Top 20		L:0 W:0 H:0 ft	0	<input type="checkbox"/>	50	lb
2	Bags	Type ^ For Top 20		L: W: H: in		<input type="checkbox"/>		lb

# Commodity Info

Home Shipment Utilities Logout

Email:  Phone:  Fax:  Notes:

Email:  Phone:  Fax:  Notes:

Value Not Specified:   
Shipment Value\*:   
Value Per Pound:   
Miles:

[Add a Stop](#)

### Commodity Information

Pieces*	Package	Product Description	NMFC#	Dimensions	PCF	HZ	Class	Weight*
<input type="text"/>	Pallets	Type ^ For Top 20	<input type="text"/>	L:0 W:0 H:0 ft	<input type="text"/>	<input type="checkbox"/>	50	lb
2	Bags	Type ^ For Top 20	<input type="text"/>	L: W: H: in	<input type="text"/>	<input type="checkbox"/>		lb
<input type="text"/> Total Pieces		<a href="#">Add Row</a>	Total Linear Ft: <input type="text"/>		<a href="#">Density Calculator</a>	Total Weight: <input type="text"/>		

#### Pallet Information

Palletized:  Stackable:   
# pallets:  Pallet Size:

#### Bill Of Lading Instructions

### Supplemental Charges

Canada Border Crossing Fee  Fuel Surcharge  Lift Gate Destination  Residential Delivery

Detention Fee  
HZMT  
Inside Delivery  
Inside Pickup  
Lift Gate Origin

[Add Supplemental to Quote](#)

Correct classification and weight are required for rate quotation. Customer is responsible for increased charges and/or additional fees that may result from the shipment being reweighed or reclassified by the carrier as well as for additional services that are performed but are not requested at this time. This quotation is valid for thirty (30) days and is subject to equipment availability.

[Get a Quote](#) [Request Pickup](#) [Save & View Shipment Profile](#)

Put in piece count and package type

Start typing your product description and your product list will pop up

# Commodity Info Continued

Home Shipment Utilities Logout

Email:  Phone:  Fax:  Notes:

Value Not Specified:  Shipment Value\*:  Value Per Pound:  Miles:

[Add a Stop](#)

**Commodity Information**

Pieces*	Package	Product Description	NMFC#	Dimensions	PCF	HZ	Class	Weight*
1	Pallets	books		L:0 W:0 H:0 ft	0		50	lb
2	Bags	books - Pallets						lb
		:Total Pieces <a href="#">Add Row</a>		Density Calculator		Total Weight: <input type="text"/>		
<b>Pallet Information</b>								
		Palletized: <input checked="" type="checkbox"/> Stackable: <input type="checkbox"/>		<b>Shipping Instructions</b>				
		# pallets: 2 Pallet Size: 4						
<b>Additional Fees</b>								
		<input type="checkbox"/> Canada Border Crossing Fee <input checked="" type="checkbox"/>		Residential Delivery		Detention Fee HZMT Inside Delivery Inside Pickup Lift Gate Origin <input type="button" value="Add Supplemental to Quote"/>		
		books - Pallets Class: 65						
		books - 12345 - Pallets Class: 65						
		books - Pallets Class: 55						
		books - 1235 - Pallets Class: 100						
		books - Bags Class: 60 25 PCF						
		Books NOI - 161560 - Bundles Class: 65						
		Books NOI - Cartons Class: 60						
		Books NOI - 161560 - Bundles Class: 65						

Correct classification and weight are from the shipment being reweighed. This quotation is valid for thirty (30) days and is subject to equipment availability.

Once your product list pops up, select the correct product with its corresponding NMFC # and class

Put in the dimensions and total weight of the shipment

# BOL Instructions & Supplemental Charges

Home Shipment Utilities Logout

Email:  Phone:  Fax:  Notes:

Email:  Phone:  Fax:  Notes:

Value Not Specified:   
Shipment Value\*:   
Value Per Pound:   
Miles:

[Add a Stop](#)

**Commodity Information**

Pieces*	Package	Product Description	NMFC#	Dimensions	PCF	HZ	Class	Weight*
1	2 Bundles	Books NOI	161560	L:48 W:40 H:48 in	0	<input type="checkbox"/>	65	500 lb
2	Bags	Type ^ For Top 20		L: W: H: in		<input type="checkbox"/>		lb
2	Total Pieces	<a href="#">Add Row</a>	Total Linear Ft: 4	<a href="#">Density Calculator</a>	Total Weight: 0			

**Pallet Information**

Palletized:  Stackable:   
# pallets: 2 Pallet Size: 48 x 48

**Bill Of Lading Instructions**

**Supplemental Charges**

Canada Border Crossing Fee  Fuel Surcharge  Lift Gate Destination  Residential Delivery

Detention Fee  
HZMT  
Inside Delivery  
Inside Pickup  
Lift Gate Origin

[Add Supplemental to Quote](#)

Correct classification and weight are required for rate quotation. Customer is responsible for increased charges and/or additional fees that may result from the shipment being reweighed or reclassified by the carrier as well as for additional services that are performed but are not requested at this time. This quotation is valid for thirty (30) days and is subject to equipment availability.

[Get a Quote](#) [Request Pickup](#) [Save & View Shipment Profile](#)

Check the box if you need any additional services such as "Lift Gate Destination"  
**Fuel will always be checked off as it is included in all pricing**

Type any special instructions for the driver

Click on "Request Pickup"

# Pricing Details



## Pricing Details

Load #: 15742    Origin: Boston, MA 02215    Pickup: 6/7/2011  
Weight: 500 lbs.    Destination: San Francisco, CA 94124    Delivery: 6/13/2011

Our carriers and their pricing will show from lowest to highest

		Service	Max Cargo Liability	Total	
<a href="#">Select</a>	RDWY	5 Days Standard - Direct	N/A	\$208.42	▼
<a href="#">Select</a>	EXLA	4 Days Standard - Direct	N/A	\$220.01	▼
<a href="#">Select</a>	UPGF	4 Days Standard - Direct	N/A	\$303.96	▼
<a href="#">Select</a>	ODFL	5 Days Standard - Direct	N/A	\$350.28	▼

Click select on the left to choose your preferred carrier. The selected carrier is subject to availability.

[Request Pickup](#)    [Save Quote](#)

This rate quote is based on the information you provided when you requested your rate quote. Please review the shipment information for accuracy. Additional charges may apply for extra services, such as changes in product classification or increased weight. If you have any questions about this quotation please contact your sales representative or email us at [info@ctlbrokerage.com](mailto:info@ctlbrokerage.com). Our goal is to provide you with the most accurate billing in the transportation industry.

The transit times listed above are estimated delivery times only and are not guaranteed. This information is provided to us by the trucking companies and CTL Brokerage, Inc. makes no representations as to their accuracy, or as to the carriers ability to perform within the stated delivery times. If you have any questions, please contact your sales representative.

Rating Completed

[Click here to contact us or call 603-881-3350](#)

# Select a Carrier



## Pricing Details

Load #: 15742 Origin: Boston, MA 02215 Pickup: 6/7/2011  
Weight: 500 lbs. Destination: San Francisco, CA 94124 Delivery: 6/14/2011

Click "Select" for the carrier that you would like to use for this shipment

		Service	Max Cargo Liability	Total	
<a href="#">Select</a>	RDWY	5 Days Standard - Direct	N/A	\$208.42	▼
<a href="#">Select</a>	EXLA	4 Days Standard - Direct	N/A	\$220.01	▼
<a href="#">Select</a>	UPGF	4 Days Standard - Direct	N/A	\$303.98	▼
<a href="#">Select</a>	ODFL	5 Days Standard - Direct	N/A	\$350.28	▼

Click "Request Pickup"

Click select on the left to choose your preferred carrier. The selected carrier is subject to availability.

This rate quote is based on the information you provided when you requested your rate quote. Please review the shipment information for accuracy. Additional charges may apply for extra services, such as changes in product classification or increased weight. If you have any questions about this quotation please contact your sales representative or email us at [info@ctlbrokerage.com](mailto:info@ctlbrokerage.com). Our goal is to provide you with the most accurate billing in the transportation industry.

The transit times listed above are estimated delivery times only and are not guaranteed. This information is provided to us by the trucking companies and CTL Brokerage, Inc. makes no representations as to their accuracy, or as to the carriers ability to perform within the stated delivery times. If you have any questions, please contact your sales representative.

Rating Completed

[Click here to contact us or call 603-881-3350](#)

# Your Shipment is Now Booked



Home Shipment Utilities Logout

Shipment Profile - Load 15742 - Booked

Pay by Credit Card

Your shipment is now booked, and we will call the carrier to schedule the pickup

Thank you for your order. A pickup will be scheduled.

- A Bill of Lading is available on this website or it will be sent to you via email or fax.
  - A carrier will be dispatched to pick up your shipment.
- If you have any questions about this quote please contact us.
  - Thank you for your business.

[Additional Tracking Information](#)

Please review the shipment information for accuracy. Additional charges may apply for extra services, such as changes in product classification or increased weight. If you have any questions about this shipment please contact your sales representative or email us at [info@ctlbrokerage.com](mailto:info@ctlbrokerage.com). Our goal is to provide you with the most accurate billing in the transportation industry. Please refer to the notes below.

Shipment Dates	Reference Information	General Information	Tools	Actions
Pickup Date: 6/7/2011 8:00 AM Closing Time: 4:00 PM Delivery Date: 6/14/2011 12:00 AM Date: 6/7/2011	Pro Number:    Pickup #: PO Reference: 12345 Shipper No:	Status: Booked Equipment: Not Specified Value: \$0.00 Per Pound: \$0.00	<a href="#">Directions</a> <a href="#">Notes</a> <a href="#">COD</a>	<a href="#">Cancel</a> <a href="#">Send Docs</a> <a href="#">Request A Claim</a> <a href="#">View Rates</a> <a href="#">Get Another Quote</a> <a href="#">Schedule Another Shipment</a> <a href="#">Approve for Payment</a> <a href="#">Duplicate</a>
Shipping and Receiving Locations		Carrier Information	Documents	
Shipper: Fenway Park 4 Yawkey Way Boston, MA 02215 Contact: Greg <a href="mailto:gcooney@ctlbrokerage.com">gcooney@ctlbrokerage.com</a> Phone: 603-881-3350 Fax: 603-821-5235 Note:		YRC INC - <a href="#">RDWY</a> <hr/> Customer Information Guest Account                      22222 Street Address Apt #1 Phone: 714-000-0000 <a href="#">Los Angeles, CA 90001</a>	<a href="#">BOL</a> <a href="#">Quote</a> <a href="#">Label</a> <a href="#">Label (Single)</a>	
Consignee: Candlestick Park 602 Jamestown Avenue San Francisco, CA 94124 Contact: greg <a href="mailto:gcooney@ctlbrokerage.com">gcooney@ctlbrokerage.com</a> Phone: 603-881-3350 Fax: 603-821-5235 Note:				

Click on "BOL" to access your Bill of Lading

# Print the Bill of Lading

Once the BOL pops up, click "Print" and you are all set to give it to the driver

STRAIGHT BILL OF LADING (NON-NEGOTIABLE)

CTL Brokerage, Inc.  
547 Amherst St. Suite 405  
Nashua, NH 03063  
Tel: 603-881-3350 Fax: 603-821-5235  
Info@ctlbrokerage.com

**BILL OF LADING**  
PICKUP DATE: 6/7/2011  
SHIPPER'S NO.

Load: 15742 CARRIER: YRC INC

SHIPPER (FROM)  
Fenway Park  
4 Yawkey Way  
Boston, MA 02215  
(603) 881-3350 Fax: (603) 821-5235  
Phone numbers provided for carrier convenience  
Contact: Greg

CONSIGNEE (TO)  
Candlestick Park  
602 Jamestown Avenue  
San Francisco, CA 94124  
(603) 881-3350 Fax: (603) 821-5235  
Phone numbers provided for carrier convenience  
Contact: greg  
PO# 12345

Shipping Units	HM*	Kinds of Packaging, Description of Articles Special Marks and Exceptions	CLASS	WEIGHT
2 Bundles		Books NOI , nmfc: 161560 Dims: L:48Inches W:40Inches H:48Inches Dim Weight:475.05 Density:4.69 PCF	65	500 lbs
Not Specified 2 Bundles - on 2 Pallets (48 x 48)			4 Ln ft	
Pickup Date: 6/7/2011 Ready: 8:00 AM Close: 4:00 PM			Total Weight:	500

(Place Pro Label Here)

3RD PARTY BILL FREIGHT PREPAID TO:  
CTL Brokerage, Inc.  
PO BOX 347  
Nashua, NH 03061

By \_\_\_\_\_ (SIGNATURE OF CONSIGNOR)

SPECIAL INSTRUCTIONS: Load: 15742  
Additional Services:

RECEIVED the property described above in apparent good order, except as noted (contents and condition of contents of packages unknown), marked, consigned and destined as indicated above, which said carrier the load carrier being understood throughout the contract as meaning any person or corporation in possession of the property. Under the contract, I agree to carry to the usual place of delivery, at said destination, if on its route, or advise to deliver to another carrier, on the route to said destination. It is mutually agreed as to each carrier of all or any of said property over all or any portion of said route to destination and as to each party at any time interested in all or any said property, that every service to be performed hereunder shall be subject to all the bill of lading terms and conditions in the governing classification NIMFC 100 on the date of the shipment. Shipper hereby certifies that he is familiar with all the bill of lading terms and conditions in the governing classification NIMFC 100 and the said terms and conditions are hereby agreed to by the shipper and accepted for himself and his assigns.

SHIPPER	Fenway Park	PER	DATE
CARRIER	YRC INC	PER	DATE
CONSIGNEE	Candlestick Park	PER	DATE

\* HM indicates Hazardous Material

STRAIGHT BILL OF LADING (ORIGINAL NON-NEGOTIABLE)

To Shipper: Please review and confirm the accuracy of the information contained in this bill of lading and revise as needed.  
To Carrier: Notations such as STC (said to contain), SWP (shrink wrap pallet) will not be accepted and will

ACTL

Pay by Credit Card

ght. If you have any questions about this  
ation industry. Please refer to the notes

**Actions**

- [Cancel](#)
- [Send Docs](#)
- [Request A Claim](#)
- [View Rates](#)
- [Get Another Quote](#)
- [Schedule Another Shipment](#)
- [Approve for Payment](#)
- [Duplicate](#)

**Documents**

- [BOL](#)
- [Quote](#)
- [Label](#)
- [Label \(Single\)](#)

ress Apt #1  
s. CA 90001

**Important Note:**  
The CTL Brokerage BOL must be used in order for you to receive our discounted pricing

# Customer Support

Please feel free to contact us for help or if you have any questions at 888-289-3700:

- Greg Cooney ext 226 or [gcooney@weshipandsave.com](mailto:gcooney@weshipandsave.com)
- Mary Niedzwiecki ext 245 or [mary@weshipandsave.com](mailto:mary@weshipandsave.com)
- Grace Jenkins ext 249 or [grace@weshipandsave.com](mailto:grace@weshipandsave.com)