



TRUCKING SET UP QUESTIONS FOR ADC DEALERS:

Choose one: New Dealer Address change Additional location

Dealer #: _____

Delivery Address: _____

Contact Name: _____

Primary Phone #: _____

Secondary Cell #: _____

Receiving Hours: _____

Loading Dock: Yes No

Room to accept Tractor & Trailer Yes No

ADC does curbside delivery only. Drivers will unload merchandise of the truck on to the dock or curb. For insurance reasons members are advised not to get on the ADC truck .

Facilitator will call Helen Scholz with questions and relay the answers back to the dealer before his first delivery. It is responsibility of the facilitator to make sure that the first delivery is set up and executed.

Show orders:

If there are show orders, they will need to be released in LSET (PUTTY) screen **by the dealer**. Show orders **do not** get released automatically. They will be released either when you change date or when there is room on the truck after all the regular orders. In case there are only show orders assigned to the dealer, he will need to call the warehouse to release his order when he is ready to take shipment. Released orders will be subject to space availability on the ADC trucks. Members must call or fax the warehouse if they have a priority order assigned to them so we can ship it ASAP. Member support will be greatly appreciated by staff during processing a large number of show orders.

ADC Warehouse phone #: 609-235-1002

ADC Warehouse fax #: 609-235-1003