



Service You Can TRUST!

Roadnet: New Customer and Customer Changes

Please complete all highlighted fields and send to customersetup@pjponline.com

Customer Name: _____ Customer # (if known): _____

Physical Address: (No PO Box) _____

Nearest Major Intersections N/S _____ E/W _____

City: _____ State: _____ E-MAIL: _____

Zip: _____ Phone: _____

Primary Contact Name: _____ Willing to be a Keydrop: ___ PO Required

Expected First Delivery Date: _____ Delivery Appointment Required Allow Subs DVPG

New or Updated UNLOADING CONDITIONS

Check all that apply:

Stairs Ramp Dock Elevator Other _____

Estimated Delivery Distance - Truck spot to delivery point: _____ feet

Please check any hazards that drivers may need to be aware of in making this delivery:

- | | | |
|------------------------------------|--|----------------------|
| No 48' trailer | awnings | low signage |
| low hanging tree limbs | power & phone lines | sprinkler systems |
| landscaping barriers | construction | fences/poles |
| underground hazards (septic/gas) | eaves/buildings | hazards in back room |
| condition of delivery doors/hinges | condition of freezer/cooler doors/hinges | |

Other (Explain) _____

Does a Transportation Supervisor or Safety Manager need to complete a survey of this stop to ensure driver/customer safety and/or to review unusual delivery circumstances? Yes ___ No ___

Sales Rep Name: _____ Sales Rep # _____

District Manager Name: _____

Sales to meet truck on the First Delivery? _____ Approx # of Cases (if known): _____

Special Instructions: _____

DELIVERY WINDOWS - 4hr Minimum Required

Note: Please wait for transportation final approval before committing delivery days and times to customers.

Hours of Operation

Deliveries Accepted (Time Windows)

Open: _____ Close: _____ From: _____ To: _____ Warehouse: _____

Delivery Days

From: _____ To: _____

Mon Tues Wed
Thu Fri Sat

NO DELIVERIES ACCEPTED
From: _____ To: _____