

## **How do I get a freight quote?**

Begin by placing the items you are inquiring about in your cart. (Follow the instructions "How do I add items to my cart?").

Once all items are in your cart you will click the "Your Cart" button.

Once your cart is displayed you may choose to make changes. You can either update the quantities of the items you currently have in your cart (please be aware that you must hit the Update Cart button after making quantity changes for the change to take effect), delete unneeded items from your cart (simply hit the X on the item line and the product will be removed), or you can hit the Continue Shopping button and add items that may have been left off the order.

Once you are happy with what is in your cart, hit the Proceed to Checkout Button.

You will begin filling out this page as if you were going to place the order.

For the shipping information you may choose to ship to the same address as your billing address by clicking the "Same as Billing" box at the top of the shipping information section. You may also choose one of your previously saved addresses (addresses may be added in your address book in the "Your Account" section) or enter a new address at this time. All lines with a red asterisk must be filled in.

Once the shipping information is entered you can review your Shipping Method and the quote for each. You must choose the correct accessorials in the first section (construction site, business with a dock, residential, etc). You must then choose the correct address type, either residential or commercial. After this is chosen you must click on the words Refresh Rates that are at the bottom of the list of rates. If you fail to hit this button after changing the accessorials, you WILL NOT GET A CORRECT RATE reflection. Each time those accessorials are changed in the top section – you have to refresh the rates!

Your freight quote is displayed for your reference.

At this point you can continue with the order, exit out, or hit the "Your Cart" button and choose to save the cart for future use.

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