

Check List (**KEEP AT YOUR WAREHOUSE**)

Helping you get paid on time.

Enclosed you will find a new version of the Seller Load & Receivables Sheet (SLRS) representing each load purchased. We are requesting you complete and return with the load of honey that you are selling to BH.

Please note the check list below to help Barkman process your load allowing a timely payment.

- ___ **1. Review your contract.** If any information is incorrect, please call your honey buyer.
- ___ **2.** If there are **specific payment instructions** for any load, please call your honey buyer.
- ___ **3. When shipping** out a load:
 - ___ If shipping more than one load, **Match PO# with Carrier's PO#**

RECORD THE FOLLOWING ON THE SLRS FOR EACH TRUCKLOAD

Box A	<ul style="list-style-type: none">○ Date of Loading Trailer○ Name of Carrier○ Trailer #○ Seal # from seal provided. (2 were sent in case the first needs to be cut to rearrange drums after scaling.)
Box B	<ul style="list-style-type: none">○ Honey by Lot and/or Floral Source<ul style="list-style-type: none">■ Note: If your honey ends up being several different floral sources, or colors and additional sampling is needed, this could delay payment. Please let us know before shipping.○ Tares of drums (if known)○ Net weight of honey (if known)○ Gross weight (if known)○ # of Drums
Box C	<ul style="list-style-type: none">○ If you are using our weights or your weights.○ If you are using our tares or your tares.<ul style="list-style-type: none">■ Note: we use 36 lb. drum tare, 133 lb. steel tote tare, and 207 collapsible tote tare.○ If you are sending an invoice

TIPS & TRICKS

- **Identify Lots** in some way (BH can provide drum labels). If in a pinch duct tape or sharpie can work.
- Load smallest to largest lots front (nose) to back (tail) of the trailer.
- Make sure doors are locked & Seal the Load.
- We have contracted 45,000 lbs. for the carrier to haul.

If you have any questions at all please contact your honey buyer or Mindy at 620-947-3173. If after hours Mindy's direct line is 620-266-2925 if your buyer is not available.