



PICKUP/DELIVERY OF CARGO INFORMATION NEEDED FOR BULK DIVISION

Picking up cargo from the BULK division, driver **MUST** know/possess the following:

- ≡ Shipper and destination
- ≡ Material to be picked up
- ≡ Pick up number (if applicable)

Delivering cargo to the BULK division, driver **MUST** know/possess the following:

- ≡ Packing slip
- ≡ Customs papers, if applicable
- ≡ Owner of material
- ≡ Certificate of Analysis

OPERATING HOURS FOR BULK DIVISION AND HOLIDAY CLOSURES

The terminal will typically operate on a Monday to Friday schedule. Terminal will be closed on Saturday and Sunday unless prior arrangements are made.

Operating hours for the Bulk Division are from 7 a.m. to 3:30 p.m. (Please note that trucks must be scaled in prior to 3:30 p.m. to be loaded).

Please note that lunch hour is from noon to 1 p.m., at which time, trucks will not be loaded.

Holiday closures

New Year's Day, Family Day (third Monday in February), Good Friday, Victoria Day, Canada Day, Civic Holiday (first Monday in August), Labour Day, Thanksgiving Day, Christmas Day, Boxing Day

The above holiday schedule is subject to change. Please verify terminal closures by calling in advance.

DIRECTIONS

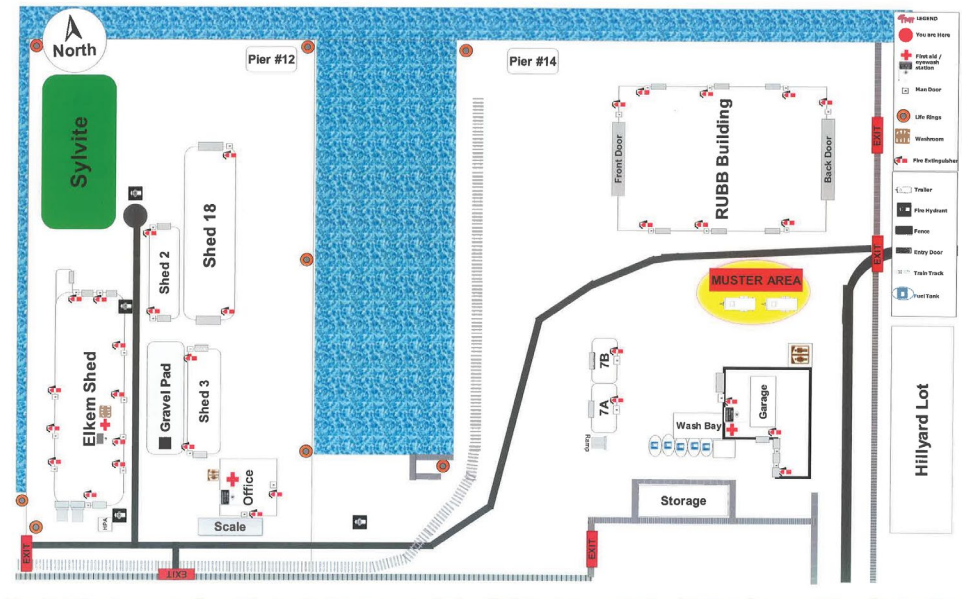
QEW Niagara Direction

- ≡ Exit at Burlington Street
- ≡ Keep driving on through traffic until you get to the corner of Emerald and Burlington
- ≡ Turn right on Emerald
- ≡ Turn right at the end of Emerald, just past the railroad tracks
- ≡ Drive past the security gate up to the scale house, which will be on your left-hand side
- ≡ The bulk and steel pickup/delivery windows are directly in front of the scale



TERMINAL GUIDE (BULK)

Federal Marine Terminals, (Hamilton) Inc.



Shipping and Receiving Scale-Bulk Division

T 905.528.8741, Ex 228 | F 905.528.9332 | E.bulkhamilton@fedmar.com

Physical address

Pier 12-14, Hamilton Harbour
95 Flank Road
Hamilton, Ontario L8L 5X5

Mailing address

208 Hillyard Street
Hamilton, Ontario L8L 6B6

T 905.528.8741 | F 905.528.9332

KEY POINTS

Appointments are not required for bulk division.

Stay in your truck. If you need to leave your truck for any reason, please leave release visible.

If waiting in the terminal for over one hour, please flag any FMT supervisor to notify them.

Have truck ready to load or discharge ASAP upon arrival at designated terminal location.

If you have further questions, please ask any of our terminal personnel.



APPOINTMENT SYSTEM

All trucks are unloaded/loaded in the order received, based on appointments made by 4 p.m. the day prior for the bulk division. When calling for appointments on a day in which the terminal is closed, please leave a voicemail with Shipping and Receiving, as prompted by the auto attendant.

Trucks with appointments will be unloaded/ loaded first. Trucks without appointments will be loaded/ unloaded after trucks with appointments, time permitting. Overtime arrangements must be made in writing by 3:30 p.m.



SAFETY RULES



- ≡ Stay in lanes—DO NOT cut through cargo staging areas
- ≡ Be observant and watch for movement of cargo handling equipment
- ≡ Be alert for other trucks
- ≡ No commercial vehicles permitted on the dock face
- ≡ Follow instructions of terminal personnel
- ≡ **The truck driver must remain a minimum of 20 feet from any loading/unloading area.**



SECURITY NOTICE

Due to federal security regulations all persons entering the terminal must obtain a port security pass from the Hamilton Port Authority.

All vehicles entering the terminal facilities are subject to screening.

Visitors must report and sign in at the main office.



TRUCK DRIVER GUIDELINES

- ≡ Delivery and/or cargo release documentation provided by truckers must be complete and match delivery information provided by steamship line.
- ≡ HAZMAT information must be complete and accurate.
- ≡ Truck drivers are **ALWAYS** responsible for ensuring the correct cargo is loaded on their trucks.
- ≡ Truck drivers are responsible for directing how cargo is to be loaded onto their trucks.
- ≡ All drivers must stay a safe distance away (not less than 20 feet) from any area where loads are being suspended overhead.
- ≡ All drivers must remain a minimum of 20 feet from any truck, trailer and/or chassis while the truck, trailer and/or chassis is being loaded or unloaded.
- ≡ Truck drivers must provide their own dunnage. If you do not have any, FMT will provide at fair market price.
- ≡ Scaling is available at a charge of \$10 for trucks **NOT** loading or discharging at Federal Marine Terminals.
- ≡ Prior to cargo being loaded, truck drivers must move or remove racks and tarps and/or slider kits from the area where the cargo will be placed on the trailer. Failure to do so shall exempt FMT from all liability and/or responsibility of any resulting damage to the truck and cargo.
- ≡ Trucks must be locked **at all times** while left unattended.



As part of FMT's commitment toward the environment, we ask that you turn off your engines to avoid unnecessary idling.