



PICKUP/DELIVERY OF CARGO INFORMATION NEEDED FOR BULK DIVISION

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

- ≡ Need Shipper and destination
- ≡ Material to be picked up
- ≡ Pick up numbers (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 arrive to the office before 3 p.m. if picking up material offsite or before 3:30 p.m. if picking up material on site).

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 Eve Day, Christmas Day, Boxing Day, New Year's Eve Day

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

DIRECTIONS

QEW Niagara Direction

- ≡ Exit at Highway 406 (Thorold)
- ≡ Exit at Highway 58 (Thorold)
- ≡ Keep driving through Thorold Tunnel
- ≡ First light turn left onto Davis Road
- ≡ Next intersection turn left onto Old Thorold Stone Road
- ≡ Go one block & veer to the left at the "Y" in the road
- ≡ Proceed to gate at Industrial Dock Supplies
- ≡ Drive past the security gate 100 meters
- ≡ Circle left to the scale and office, which will be on your right-hand side.
- ≡ The bulk and steel pickup/delivery window is to the right of the scale



TERMINAL GUIDE (BULK)

Federal Marine Terminals, (Thorold) Inc.



Shipping and Receiving Scale-Bulk Division

T 905.227.1884 or 905.227.1142 | F 905.227.5760 | Elbisson@fedmar.com

Physical address

1281 Old Thorold Stone Road
P.O. Box 98
Thorold, Ontario L2V 2Y7

Mailing address

1281 Old Thorold Stone Road
P.O. Box 98
Thorold, Ontario L2V 2Y7

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KEY POINTS

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 3 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 p.m.



SAFETY RULES



STAY ALERT AND YIELD TO FORKLIFT TRAFFIC

- ≡ 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
- ≡ **Reflective vests, hard hats, and safety shoes are required**
- ≡ **If necessary for a driver to leave his/her vehicle, proper PPE (vest and hardhat) must be worn. The truck driver must also remain a minimum of 20 feet from any truck, trailer and/or chassis being loaded or unloaded.**



SECURITY NOTICE

Due to federal security regulations, all persons entering the terminal must show photo identification.

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 on their trucks.
- ≡ 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 \$10.00 for trucks **NOT** loading or discharging at Federal Marine Terminals.
- ≡ Trailer doors must be secured properly at all times while in the terminal.
- ≡ Trailer doors must be closed properly when approaching the scale.
- ≡ Trucks must be locked at all times while left unattended for security reasons.



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

