

Effective Date: June 23, 2014

If your company is shipping merchandise to an Acuity Brands Lighting (ABL) location **freight collect** or **third-party billing**, we are sending this guide to improve both transportation service and costs for our company and our vendors.

This guide will provide your company with all the necessary routing instructions for shipments into our inbound locations. Please contact your local representative with any of our approved carriers to make the necessary arrangements.

Small Package

- Authorized small package carrier is UPS
- Less than 150 lbs per single shipment and complies with UPS's package size requirements.
- ABL requires each shipper, where possible, to combine multi-piece shipments destined for a single location into master cartons. The master carton must comply with UPS's package size requirements.
- Please contact the ABL Traffic Department @ 770-860-2908 to receive a UPS 3rd Party Billing account number.

Less than Truckload

- Exceeds small package guidelines listed above, less than 10,000 lbs and/or does not exceed 16 linear feet of trailer floor space.
- ABL requires each shipper to consolidate same day shipments from the same origin to the same destination on a single BOL.
- Please use the attached LTL matrix to determine the appropriate ABL preferred carrier.
- If more than 1 carrier is listed for a specific origin/destination pair, the vendor may choose which preferred carrier they wish to utilize. However, the ABL preferred carrier must service the origin point directly and not via an interline carrier or pickup agent. Please contact the ABL Traffic Department @ 770-860-2908 for routing instructions if the preferred carrier does not service the origin point directly for alternate routing instructions.

Truckload

- Exceeds 10,000 lbs or occupies more than 16 linear feet of trailer floor space.
- This size shipment is handled by our third party logistics provider, CH Robinson. At least 24 hour advance notice is required to CH Robinson prior to the scheduled ship date. If less than 24 hours notice is provided to CH Robinson, at no fault of ABL, then chargebacks will result to your company if excess freight charges are incurred.
- To schedule a pickup via CH Robinson please contact them at 1-800-428-5377 x1441 or via email at acuityoperations@chrobinson.com.

Air/Expedited Ground Freight

- Exceeds small package guidelines listed above. Priority shipment requests that meet the small package guidelines above should be shipped via UPS.
- All priority shipment requests that require additional freight charges over and above normal service (such as air freight or expedited ground), must have written ABL approval prior to shipping.
- These types of shipments are handled by our third party logistics provider, CH Robinson. In addition to information such as origin/destination, item description including weights/dims and service requirements, please be prepared to provide CH Robinson with the ABL approver name, P.O. number(s) and the reason for the air freight or expedited ground request.



Acuity Lighting Group, Inc.
One Lithonia Way
Conyers, GA 30012-3957
Tel: 770 922 9000
www.acuitybrands.com

- To schedule an air freight or expedited ground pickup, please contact CH Robinson at 1-800-428-5377 x1441 or via email at acuityoperations@chrobinson.com.

Prepaid and Add Vendors

- For those vendors that ship on a prepaid and add type arrangement, ABL requires that the P.O. contains a line for the freight charge.

Less than Truckload and Truckload Freight Terms

- For shipments to an ABL location, please send COLLECT, and the "Bill To" address is below. Please make sure that the "Bill To" address is referenced on the Bill of Lading.

Acuity Brands Lighting
Attn: Traffic Department- Freight Payment
1400 Lester Road
Conyers, GA 30012

Shipments to an ABL location in Mexico

- Please consign shipments to the following address

Acuity Brands Lighting
%Laredo Quality Transfer Services, Inc.
502 Nafta Boulevard
Milo Distribution Center
Laredo, TX 78045
956-727-8348

- Freight terms should be 3rd Party Billing to the following address. Please make sure that the 3rd Party Billing address is referenced on the Bill of Lading.

Acuity Brands Lighting
Attn: Traffic Department- Freight Payment
1400 Lester Road
Conyers, GA 30012

The success of ABL's preferred carrier program requires your support. Failure to follow the specific routing requirements outlined in this guide will cause internal receiving problems, untimely payment of freight invoices, and excessive administrative costs. Failure to comply could result in chargebacks to the vendor and potentially be deducted from the vendor's invoice. See "*Collect or 3rd Party Billing Freight Terms-Violation Charges*" below for additional details.

This inbound routing guide is also available on the following link:

<http://www.acuitybrands.com/resources/customer-resources/suppliers>



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Collect or 3rd Party Billing Freight Terms – Violation Charges

Violations	Charges
Not following routing instructions	Any excess freight charges plus a \$100.00 processing fee.
Failure to consolidate all shipments on the same day from the same location to the same destination	Any excess freight charges plus a \$100.00 processing fee.
Shipping air freight or other expedited transportation without authorization from ABL prior to shipping	Excess freight charges plus \$100.00 processing fee.
Failure to provide CH Robinson with 24 hour notice prior to the shipment date for truckload shipments	Any excess freight charges plus a \$100.00 processing fee.

If you need routing assistance or have concerns that are not addressed in this routing guide, please contact the ABL Traffic Department @ 770-860-2908 so that we may consider your company's needs.

Sincerely,

Jerry Wright
Vice President of Sourcing
Acuity Brands Lighting
770-860-2302

Sid Stoltz
Manager of Transportation
Acuity Brands Lighting
770-860-2908

ACUITY BRANDS LIGHTING DESTINATION FACILITY											
↓ Origin State ↓	Carlisle PA	Conyers/ Atlanta GA	Dallas TX	Hanover Park/ Des Plaines IL	Ontario CA	Crawfordsville/ Indy/Fishers IN	Laredo TX	Newark OH	Glendale CA	Sacramento CA	Winona MN
ALABAMA	ODEL	AVRT	AVRT	SAIA	EXLA	HMS SAA	SAIA	HMS ABFS	ABFS	RDWY	RDWY
ALASKA	ABFS	ABFS	ABFS	ABFS	AFPH	ABFS	ABFS	ABFS	ABFS	RDWY	RDWY
ARIZONA	ODEL	SAIA	ODEL	SAIA	EXLA	SAIA	SAIA	ABFS	RETL	RDWY	RDWY
ARKANSAS	ODEL	AVRT	SAIA	SAIA	EXLA	SAIA	SAIA	ABFS	RDWY	RDWY	RDWY
CALIFORNIA	ODEL	SAIA	SAIA	SAIA	OAKH	SAIA	SAIA	ABFS	OAKH	RETL	RDWY
COLORADO	ODEL	SAIA	ODEL	SAIA	EXLA	SAIA	SAIA	ABFS	ABFS	RDWY	RDWY
CONNECTICUT	PYLE	ODEL	ODEL	ODEL	EXLA	ODEL	ODEL	ABFS	ABFS	RDWY	RDWY
D.C.	PYLE	ODEL	ODEL	ODEL	EXLA	ODEL	ODEL	ABFS	ABFS	RDWY	RDWY
DELAWARE	PYLE	ODEL	ODEL	ODEL	EXLA	ODEL	ODEL	ABFS	ABFS	RDWY	RDWY
FLORIDA	ODEL	AVRT	AVRT	SAIA	EXLA	SAIA	SAIA	ABFS	ABFS	RDWY	RDWY
GEORGIA	ODEL	AVRT	AVRT	SAIA	EXLA	HMS SAA	SAIA	HMS ABFS	ABFS	RDWY	RDWY
HAWAII	ABFS	ABFS	SAIA	ABFS	AFPH	ABFS	ABFS	ABFS	ABFS	RDWY	RDWY
IDAHO	ODEL	SAIA	SAIA	SAIA	OAKH	SAIA	SAIA	ABFS	OAKH	RETL	RDWY
ILLINOIS	ODEL	HMS	DAFG	DAFG	EXLA	DAFG	SAIA	HMS	ABFS	RDWY	RDWY
INDIANA	ODEL	HMS	SAIA	DAFG	EXLA	DAFG	SAIA	HMS	ABFS	RDWY	RDWY
IOWA	ODEL	SAIA	SAIA	SAIA	EXLA	SAIA	SAIA	HMS	ABFS	RDWY	RDWY
KANSAS	ODEL	SAIA	SAIA	SAIA	EXLA	SAIA	SAIA	HMS	ABFS	RDWY	RDWY
KENTUCKY	ODEL	AVRT	AVRT	DAFG	EXLA	DAFG	SAIA	HMS	ABFS	RDWY	RDWY
LOUISIANA	ODEL	AVRT	SAIA	SAIA	EXLA	SAIA	SAIA	ABFS	ABFS	RDWY	RDWY
MAINE	PYLE	ODEL	ODEL	ODEL	EXLA	ODEL	ODEL	ABFS	ABFS	RDWY	RDWY
MARYLAND	PYLE	ODEL	ODEL	ODEL	EXLA	ODEL	ODEL	ABFS	ABFS	RDWY	RDWY
MASSACHUSETTS	PYLE	ODEL	ODEL	ODEL	EXLA	ODEL	ODEL	ABFS	ABFS	RDWY	RDWY
MICHIGAN	ODEL	HMS	SAIA	DAFG	EXLA	DAFG	SAIA	HMS	ABFS	RDWY	RDWY
MINNESOTA	ODEL	HMS	ODEL	HMS	EXLA	HMS	ODEL	HMS	ABFS	RDWY	RDWY
MISSOURI	ODEL	HMS	SAIA	DAFG	EXLA	DAFG	SAIA	HMS	ABFS	RDWY	RDWY
MISSISSIPPI	ODEL	AVRT	AVRT	SAIA	EXLA	SAIA	SAIA	ABFS	ABFS	RDWY	RDWY
MONTANA	ODEL	ODEL	ODEL	MDW	RETL	ODEL	ODEL	ABFS	ABFS	RETL	RDWY
N. CAROLINA	ODEL	AVRT	AVRT	SAIA	EXLA	HMS	SAIA	HMS	ABFS	RDWY	RDWY
N. DAKOTA	ABFS	ABFS	ABFS	MDW	EXLA	ABFS	ABFS	ABFS	ABFS	RDWY	RDWY
NEBRASKA	ODEL	SAIA	SAIA	SAIA	EXLA	SAIA	SAIA	ABFS	ABFS	RDWY	RDWY
NEVADA	ODEL	SAIA	SAIA	SAIA	OAKH	SAIA	SAIA	ABFS	OAKH	RETL	RDWY
NEW HAMPSHIRE	PYLE	ODEL	ODEL	ODEL	EXLA	ODEL	ODEL	ABFS	ABFS	RDWY	RDWY
NEW JERSEY	PYLE	ODEL	ODEL	ODEL	EXLA	ODEL	ODEL	ABFS	ABFS	RDWY	RDWY
NEW MEXICO	ODEL	SAIA	ODEL	SAIA	EXLA	SAIA	SAIA	ABFS	ABFS	RDWY	RDWY
NEW YORK	PYLE	ODEL	ODEL	ODEL	EXLA	ODEL	ODEL	ABFS	ABFS	RDWY	RDWY
OHIO	ODEL	HMS	SAIA	DAFG	EXLA	DAFG	SAIA	HMS	ABFS	RDWY	RDWY
OKLAHOMA	ODEL	AVRT	SAIA	SAIA	EXLA	SAIA	SAIA	ABFS	ABFS	RDWY	RDWY
OREGON	ODEL	SAIA	SAIA	SAIA	OAKH	SAIA	SAIA	ABFS	OAKH	RETL	RDWY
PENNSYLVANIA	PYLE	ODEL	ODEL	ODEL	EXLA	ODEL	ODEL	ABFS	ABFS	RDWY	RDWY
RHODE ISLAND	PYLE	ODEL	ODEL	ODEL	EXLA	ODEL	ODEL	ABFS	ABFS	RDWY	RDWY
S. CAROLINA	ODEL	AVRT	AVRT	SAIA	EXLA	HMS	SAIA	HMS	ABFS	RDWY	RDWY
S. DAKOTA	ABFS	ABFS	ABFS	MDW	EXLA	ABFS	ABFS	HMS	ABFS	RDWY	RDWY
TENNESSEE	ODEL	AVRT	AVRT	SAIA	EXLA	HMS	SAIA	HMS	ABFS	RDWY	RDWY
TEXAS	ODEL	AVRT	SAIA	SAIA	EXLA	SAIA	SAIA	ABFS	ABFS	RDWY	RDWY
UTAH	ODEL	SAIA	ODEL	SAIA	RETL	SAIA	SAIA	ABFS	RETL	RDWY	RDWY
VERMONT	PYLE	ODEL	ODEL	ODEL	EXLA	ODEL	ODEL	ABFS	ABFS	RDWY	RDWY
VIRGINIA	ODEL	AVRT	AVRT	AVRT	EXLA	ODEL	AVRT	ABFS	ABFS	RDWY	RDWY
WASHINGTON	ODEL	SAIA	ODEL	SAIA	OAKH	SAIA	SAIA	ABFS	OAKH	RETL	RDWY
W. VIRGINIA	ABFS	ABFS	ABFS	ABFS	EXLA	ABFS	ABFS	ABFS	ABFS	RDWY	RDWY
WISCONSIN	ODEL	HMS	SAIA	DAFG	EXLA	DAFG	SAIA	HMS	ABFS	RDWY	RDWY
WYOMING	ODEL	ODEL	ODEL	MDW	RETL	ODEL	ODEL	ABFS	ABFS	RDWY	RDWY

CARRIER SCAC CODE	CARRIER NAME	WEB ADDRESS
ABFS	ABF	www.abfs.com
AFFH	American Fast Freight	www.americanfast.com
AVRT	Averitt Express	www.averittexpress.com
DAFG	Dayton Freight	www.daytonfreight.com
EXLA	Estes Express	www.estes-express.com/
HMES	USF Holland	www.usfc.com/ltl/home/holland.jsp
MIDW	Midwest Motor Express	www.mmeinc.com
OAKH	Oak Harbor Freight Lines	www.oakh.com
ODFL	Old Dominion	www.odfl.com/
PYLE	A.Duie Pyle	www.pyleco.com
RDWY	YRC	www.yrc.com
RETL	USF Reddaway	www.usfc.com/ltl/home/reddaway.jsp
SAIA	SAIA	www.saia.com