

SOUTHCO, INC. NORTH AMERICAN ROUTING GUIDE

To Southco Employees and Suppliers;

In an effort to optimize and enhance Southco's logistics, routing, and cost, a revised Routing Guide has been provided to instruct all Southco employees, suppliers and customers on the movement of existing and future inbound and outbound shipments to designated locations within North America.

Guidelines and procedures have been established. Failure to comply with the revised Routing Guide may result in steps to recover additional freight cost on behalf of Southco Inc.

In order to provide for on time delivery and services to the customer and affiliates, Southco is continually looking for new, innovative ways to improve logistics and reduce cost. If you have any questions please feel free to contact me or Diane Shore, Americas Customs Compliance Specialist at 610-361-6344 or email dshore@southco.com.

Thank you for your support.

Respectfully,

Michelle Dean
Global Commodity Manager - Logistics
Southco, Inc.
210 N. Brinton Lake Rd.
Concordville, PA 19331
610-361-7321
mdean@southco.com

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1. General Guidelines

- A. Freight charges which are Prepaid and Added to your invoice will not be accepted.
- B. Material ready to ship on the same day must be consolidated under one Bill of Lading and shipped together as one shipment.
- C. The maximum weight per carton is not to exceed 35 pounds; or if this requirement is not feasible, the weight is to be clearly marked on the outside of the container.
- D. All shipments must be accompanied by a complete packing list secured to the outside of a master carton and any other documents specified in the Purchase Order.
- E. All *Southco* Purchase Order Numbers must be referenced on a bill of lading or airway bill.
- F. The "Due Date" shown on our purchase order or advised by a *Southco* Buyer is the date material must arrive at our respective locations. Air freight or other premium transportation services used to meet the required "due date" will be your responsibility.
- G. The use of airfreight or any type of "premium" transportation services must first be approved by a *Southco* Buyer or shipped at your expense.
- H. Any deviation to these guidelines will result in the chargeback of all freight charges to your Company.

2. International Shipments

Shipment over 150 lbs (68 kgs) shipping from locations outside of the U.S, please contact your local Kuehne + Nagel Inc. office for instructions. Before calling, please have the number of cartons, gross weight and dimensions of the shipment ready.

You buyer will advise if you are to ship via ocean or palletized air with Kuehne + Nagel.

Please note that Southco, Inc uses Kuehne + Nagel Inc. for shipments over 150 lbs. An account number is not needed to ship Kuehne + Nagel Inc.. If you need assistance with a contact at Kuehne + Nagel Inc., please contact Michelle Dean, Manager-Logistics Americas.

3. Domestic Shipments

A. **Shipments weighing 150 pounds or less** are to be shipped via UPS Ground. Please provide UPS with the respective Southco Ground Account Number (there is an account number for each Southco, Inc destination) as provided by Buyer. Shippers are **not** to show any Declared Value for Carriage on any UPS shipping document, way bill etc.

B. **Shipments weighing over 150 pounds to 15,000 pounds** are to be routed using the Carrier shown on the Designated Carriers for North America list below. Simply select the Carrier based on your shipping point. If the Carrier listed does not service your shipping location, please contact Michelle Dean, Manager-Logistics Americas.

C. **Shipments weighing over 15,000 pounds**, please contact Michelle Dean, Manager-Logistics Americas.

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D. Southco uses the services of a freight bill payment service for all road freight shipments. All Collect and Third party road freight shipments must place the following 3rd party address on the BOL :

Southco, Inc (SOUT01)
c/o Data2Logistics
PO Box 61050
Fort Myers, FL 33906

4. International and Domestic Air Shipments

A. Contact the respective *Southco* Buyer for routing and billing information.

B. Please use the UPS Account Numbers provided by the Southco buyer (there is an account number for each Southco, Inc destination) . The Southco Buyer will determine what level of service is required.

The Premium Services for Domestic are Next Day Air early AM (8:30am) and AM (10:30AM) delivery. The Premium Service for International is UPS Express. Only use these if instructed by the Southco buyer.

AIR SHIPMENTS: 1-68 kgs (1 - 150 lbs.) For Domestic and International Shipments

Next day delivery - UPS Next Day Air

2nd day delivery - UPS 2nd Day Air

UPS WW Saver

Buyer to advise Vendor of respective UPS Account Number and Service Level required to meet the delivery schedules. Ship "Freight Collect-Bill Consignee Account Number" This is confidential information and must be kept in a secure place to prevent fraudulent use.

Shippers are NOT to show any Declared Value for Carriage on any UPS shipment

Southco Inc. Pick-up and Delivery Locations

North America Southco Facilities

Southco, Inc.
Concordville
210 N. Brinton Lake Road,
Concordville, PA 19331

Southco Inc. – Chihuahua :
Freight Forwarder Address:
12035 Rojas Dr. Suite F
El Paso, TX 79936

Southco, Inc.
Honeoye Falls
250 East Street
Honeoye Falls, NY 14472

Ultimate Consignee Address:
Av. Alejandro Dumas 11327
Complejo Industrial Chihuahua
Chihuahua, CP 31136
Mexico

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Designated Carriers for North America

Designated Service Providers	Designated Lane
XPO (Con-Way Freight)	LTL carrier for Southco : National carrier to be utilized for LTL freight : Inbound and Outbound greater than 150 lbs.
FexEx Freight	LTL carrier for Southco : National carrier to be utilized for LTL freight : Inbound and Outbound greater than 150 lbs.
ABF Freight (ArcBest)	LTL carrier for Southco : National carrier to be utilized for LTL freight : Inbound and Outbound greater than 150 lbs.
New Penn Motor Express	LTL carrier for Southco in the North East (see chart below)
YRC	LTL Carrier for Southco : National carrier to be utilized for LTL freight : Inbound and Outbound greater than 150 lbs.
Holland	LTL carrier for Southco in the Midwest, Central and Southeaster US (see chart below)
C & M Forwarding Rochester, NY 585-279-0770	Carrier to be used for Southco to Southco shipments only : Shipments from Honeoye Falls to Concordville.
Blue Heron Logistics West Henrietta, NY 585-305-1510	C & C warehouse moves only.
Echo Logistics 1-800-383-5590 585-427-2080	Raw Materials for Honeoye Falls: Shall be used for shipments greater than 10 skids.
UPS : Next Day, Ground, WW Saver, WW Express UPS Customs Clearance	Domestic shipments under 150 lbs. International Small Parcels Under 50lbs International & Pre-Approved Expedited Shipments Custom Clearance and Brokerage on Shipments into and out of Mexico <b style="color: red;">This does NOT include UPS Freight / TForce. They are not an approved Southco carrier.
Rio Bravo Industries PH. 915-860-0401 Southco Mexico Contact:Southco,Gabriel Garcia	Shipments into Chihuahua, Mexico facility get shipped to a consolidation location in El Paso, TX. Southco will move the freight from EL Paso into Chihuahua, MX via local carrier.

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<p>Rodriguez</p> <p>Chihuahua, MX plant 52-1-614-481-1170 x.6142</p>	<p>12035 Rojas Dr, Suite F El Paso, TX 79936</p> <p>If shipping using K+N, you MUST place the Rio Bravo Industries as the Freight Forwarder and Chihuahua as the ultimate consignee. (See addresses above)</p>
<p>Kuehne + Nagel Inc.</p> <p>300 Stevens Dr., Suite 330 Lester, PA 19113, USA www.kuehne-nagel.us</p>	<p>All International Import / Export Ocean and palletized Air Freight Shipments including Full Container Service</p> <p>Kuehne + Nagel Inc. : Customs Brokerage at all Ports</p>

Reddaway - Reddaway provides industry-leading shipping services throughout the western U.S. and parts of Canada. Founded in 1919, Reddaway now operates 50 service centers and employs 3,000+ delivery professionals. With the most regional next-day shipping lanes and a commitment to customer satisfaction, Reddaway Makes Next-Day-happen.

Holland - Holland provides industry-leading service throughout the Midwest, Central and Southeastern U.S., and parts of Canada. The carrier employs 8,500+ professionals and delivers damage free with a high on-time percentage. With the most regional next-day shipping lanes and a commitment to customer satisfaction, Holland Makes Next-Day Happen.

New Penn - New Penn provides industry-leading Next-Day Delivery throughout the Northeastern United States and parts of Canada. Founded in 1931 in Lebanon, Pa., New Penn operates 24 service centers, employs more than 2,000 shipping professionals and boasts a high on-time delivery rate. Award-winning service offerings from New Penn also include Guaranteed and Expedited Delivery, Cross-Border Canada shipping, Ocean service to Puerto Rico, Retail, Freeze Protection and more. With the most regional next-day shipping, a tradition of safety and a commitment to customer satisfaction, New Penn Makes Next-Day Happen.

YRC Freight - The leading transporter of industrial, commercial and retail goods across North America, YRC Freight offers a comprehensive network, advanced technologies and proactive customer service. YRC Freight delivers flexibility and reliability to your supply chain using a broad portfolio of specialized LTL options. That's How Shipping is Done.

REVISION HISTORY

REV	DATE	DESCRIPTION OF CHANGE
K	06-Sept-2011	Revised title to include North American so that location is clarified.
L	05-Sept-2013	Changed Letter Contact from Paul Smith to Michelle Dean

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M	19-Sept-2013	Changed Trailer Transport to " Echo Logistics" Main phone number 800-383-5590; Removed David Noriega under AIG America Industries and added Alex Rodriguez and added Shippers are NOT to show any Declared Value for Carriage on any UPS shipment.
N	14-Oct-2014	Added Shippers are NOT to show any Declared Value for Carriage on any UPS shipment.
O	15-Oct-15	Updated to remove and update Compliance Names
P	1-Feb-17	Added Warminster to Routing Guide
Q	18-May-18	Updated descriptions on carrier services and responsibilities; changed contact information
R	21-Mar-19	Updated contact information to include Diane Shore
S	28-Feb-20	Updated to remove Tecate as a pickup location. KC
T	18-May-20	Change from DHL to K+N
U	4-Feb-21	Remove Warminster and OFC addresses, update Data2Logistics information, update CUU address for K+N shipments, update freight carrier for HF
V	6-Aug-21	Added FedEx Freight; Changed wording on LTL carrier usage
W	1-Feb-22	Updated Data2Logistics address; added YRC and Holland to New Penn options