AMERICA'S TIRE · DISCOUNT TIRE · DISCOUNT TIRE DIRECT

DC – Shipping Tires

Purpose To guide the shipping in keeping the tire line focused. Lack of focus here can lead to label swaps and missed hardware.

Guidelines
- If order includes lugs, rings, sensors, or any other hardware that is too large to band with the tires; switch to Fast Ship to add an additional package.
- See Canada BP for international Shipments.

Shipping Tires Follow these steps below to properly ship tires.

Step	Action
1	Log in to SRS on the desktop computer under your username.
2	Select "Paperless Shipping" under the drop down menu.
3	Select Ship Station. (PPSHPTIRES1,2,3 or 4).
4	Scan the provided Pallet ID to retrieve attached invoices.
5	Scan first product on line and verify the quantity loaded is correct.
6	Verify if there are any special comments or notes on invoice.
7	Continue scanning product until the invoice has been closed out.
8	SRS will notify the shipper of any Hardware included on the invoice. Pull hardware and flag it with a "Hardware Enclosed" sticker.
9	Apply all labels using the Packaging BP for reference. Bundled tires require a duplicate label on the second tire with matching tracking numbers. Reprint labels if needed.

Contact Please see your mentor if you have any questions.

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