



Expertise Applied | Answers Delivered

8755 W. Higgins Road
Suite 500
Chicago, IL 60631

www.littelfuse.com

Feb 1st, 2020

Dear Supplier,

Enclosed please find the updated routing instructions for Littelfuse Commercial Vehicles North America. These policies are effective February 1st, 2020. We urge you to review them with your team and with the appropriate parties within your organization. We have a change in small parcel international shipments changing from FedEx International to DHL, no change US Domestic shipments, information on Page 3.

There routings are for domestic and international shipments to the Littelfuse location listed below:

Littelfuse Far East Pte LTD 081
c/o VDC Corp
1025 Adams Circle
Eagle Pass TX 78852
USA

Failure to comply with these instructions will result in a chargeback of the additional freight cost, plus a \$100 USD administrative fee. If you have any questions, please contact Karen Lopez at 830-513-8775, email klopez@littelfuse.com or Sergio de Luna at 830-513-9851, email sdeluna@littelfuse.com

We Appreciate your business.



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Routing Instructions:

These guidelines apply to all shipments when Littelfuse is responsible for the freight cost.

- **Less than Truck Load (LTL) shipments** (between 150 lbs to 7,000 lbs)
 - Protrans International is the assigned carrier for pick up. Protrans will assign 2 specific shipping days per week. Supplier must contact Protrans by 12:00 noon of each ship day to confirm the availability of shipments.
 - Pickup request will need to be made via email to below Protrans Contacts:

optimizops@protrans.com – Central Dispatch

morenoi@protrans.com – Supply Chain Manager

- **Bill of Lading Marking**

Routing instructions on the bill of lading should read “FOR PROTRANS INTERNATIONAL CONSOLIDATION”

Please note: the tracking number given at the time of call-in should be placed on the Bill of Lading.

Bill of Lading should note the following freight charges:

Prepaid

3rd Party Billing

Protrans International

PO BOX 42069

Indianapolis, IN 46242

USA

- **Truck Load (FTL) shipments**

Any Shipments more than 7,000 lbs please contact Littelfuse Transportation:

Email: NADCTransportation@littelfuse.com

Mobile: 830-513-8775



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- **Ground Shipments of less than 150 lbs**

All small package shipments of 150 lbs or less and consisting of less than seventeen (17) cartons should be shipped via FedEx Ground and billed to Littelfuse account # 150983770. Do not insure the shipments unless instructed by Littelfuse.

- **Air shipments of less than 150 lbs**

All shipments that require an expedited service or premium shipment should be shipped via FedEx Express using Littelfuse account # 150983770 and must be notified to Littelfuse prior to shipping for approval. All shipments sent without Littelfuse approval will be billed back to the shipper.

- **International shipments less than 150 lbs**

All small international package shipment of 150 lbs or less should be shipped via DHL Express using Littelfuse Import account # 963185998.

- **International shipments more than 150 lbs**

Please contact your respective Sourcing Manager for the assigned Freight Forwarders of the specific shipping location. Littelfuse must be notified before shipping. Pre-alerts containing the HAWB and customs documentation are required and should be emailed to below contacts:

nadctransportation@littelfuse.com
customscompliance@littelfuse.com

- **Customer Pick ups**

If arrangements have been made for Littelfuse to pick up shipments from your facility, this will remain in place.



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All other shipments including Domestic Air Freight over 150 lbs, Third Party or drop shipments or for any Urgent Expedites please contact the following:

Karen Lopez
NADC Logistics Supervisor
Phone: 830-513-8775
Email: klopez@littelfuse.com

Sergio De Luna
NADC Manager
Phone: 830-513-9851
Email: sdeluna@littelfuse.com

For all domestic shipments less than 150 lbs to below locations please use FedEx Ground account number listed to each location.

LOCATION	FEDEX ACCOUNT #
South Boston, MA	002121093
Bellingham, WA	138978753