



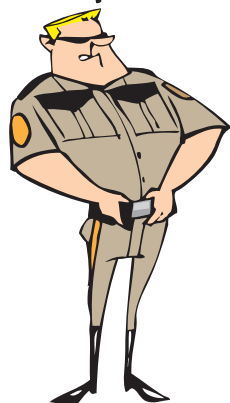
ALLEN LUND COMPANY
Transportation Brokers

TRUCK LOADING & UNLOADING

A Comprehensive Guide & Reference

Loading a truck requires skill and praise from these characters.

**KEEP IT
LEGAL
ACROSS ALL
STATE LINES,
BUDDY!**



**MAKE MY
ORDER EASY
TO COUNT,
UNLOAD &
UNDAMAGED!**



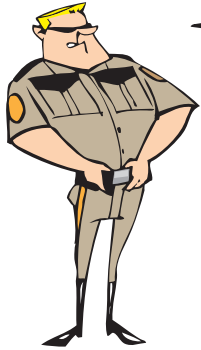
**BALANCE
THE LOAD,
DON'T LET
IT MOVE
AROUND!**



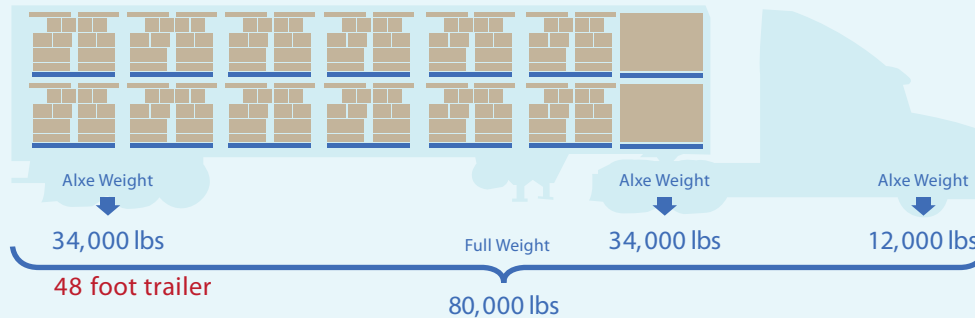
**LOAD IT
FAST AND
WITHOUT
DAMAGE!**



The Highway Patrol wants trucks to be legal.



1. KEEP AXELS BELOW 34,000 POUNDS!

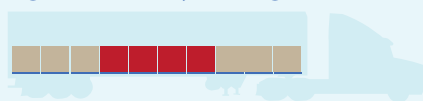


2. THE LAWS ARE DIFFERENT IN SOME STATES AND HAVE UNIQUE TRAILER SET-UP RULES. FOR EXAMPLE, CALIFORNIA LIMITS HOW FAR APART THE AXELS CAN BE, SO YOU WILL NEED TO LOAD DIFFERENTLY.

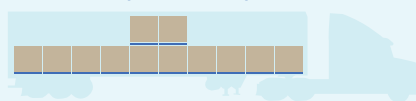
GETTING THE AXLE WEIGHTS CORRECT IS A CHALLENGE.

1. ALXE WEIGHTS MUST BE CALCULATED ACCURATELY.
2. KEEP AXELS SPACED FAR APART & EACH LOAD STABLE.

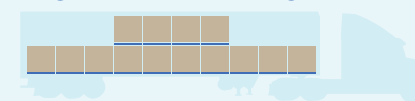
Light Heavy Light



2000 lbs per floor spot minimum



Single Double Single



FOLLOW THESE
3 RULES I USE



Loading a trailer is similar to a see saw.



WE ALL UNDERSTAND HOW A SEE SAW FUNCTIONS. A TRAILER IS NO DIFFERENT.



THE WEIGHT ON THE AXLES AND KING PIN REQUIRE PRECISE CALCULATIONS, SO WHEN LOADS BECOME HEAVY, 40,000 LBS OR MORE, I SEEK ASSISTANCE.

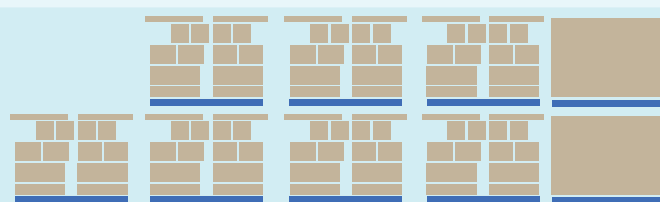


I need my order delivered immediately!

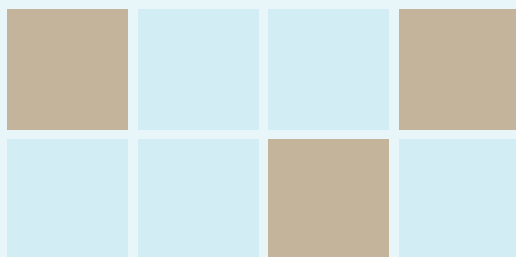


MAKE IT EASY FOR ME TO ACCESS AND COUNT MY LOAD WHEN IT ARRIVES.

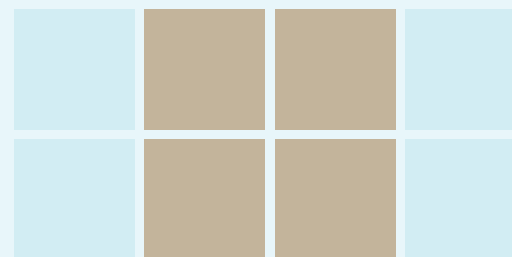
HMM...WHERE DO I PUT THIS?



ARRANGE MY PRODUCT IN THE CORRECT ORDER AS SHOWN BELOW.



WRONG!

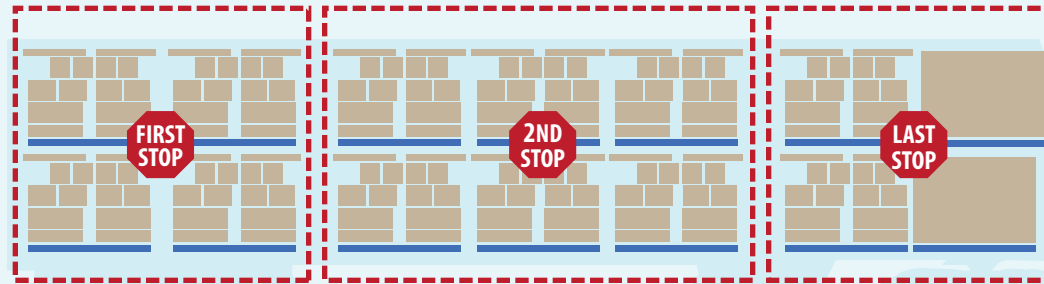


CORRECT!

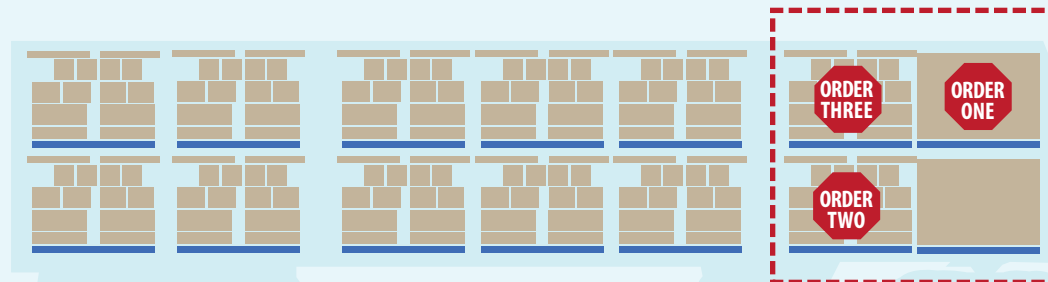
Load orders to match scheduled stops.



1. KEEP THE CORRECT STOP-SEQUENCE AND EACH ORDER TOGETHER.



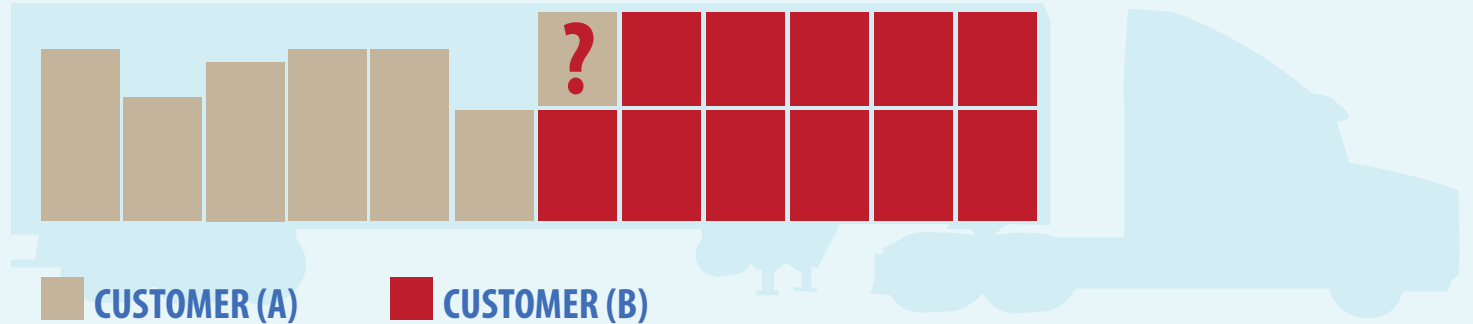
2. ARRANGE ORDERS TO MAKE THEM ACCESSIBLE WHEN STOPS ARE MADE.



How to load and unload easily.

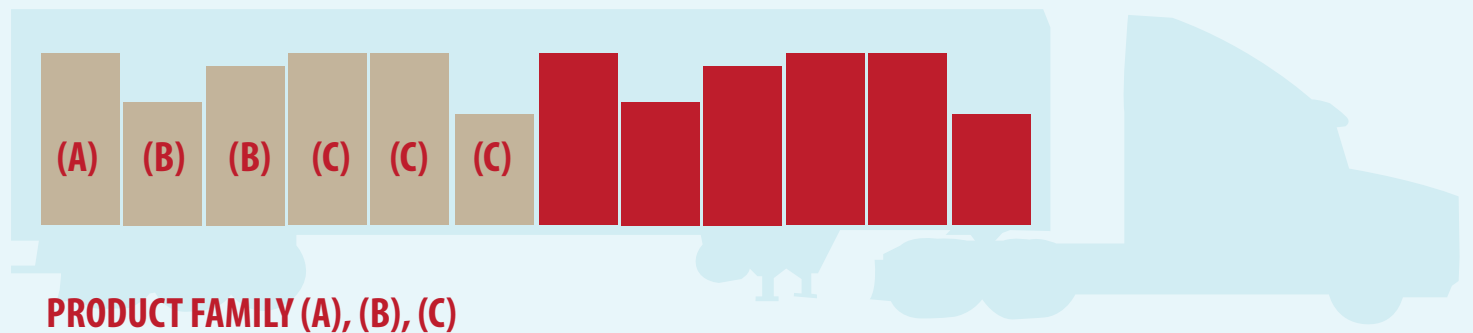


I CAN'T UNLOAD THIS NON-PALLETED LOAD WITH A PALLET JACK.



1. KEEP PRODUCT FAMILIES TOGETHER.

2. LOAD LAST PALLETS IN THE NARROW DIRECTION TO FIT THROUGH SMALL DOCK DOORS IF REQUESTED BY CUSTOMERS.

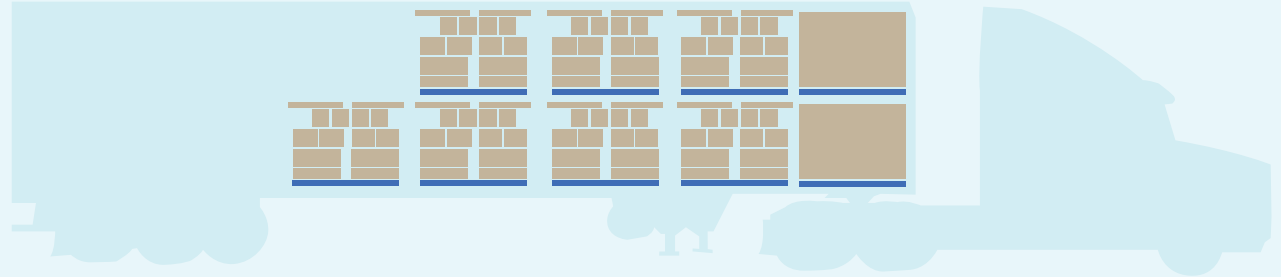


The BOSS wants HIGH PRODUCTIVITY and NO damage!



1. BRING MULTIPLE PALLETS AT THE SAME TIME AND DON'T WASTE TIME THINKING.

LUNCH TIME!

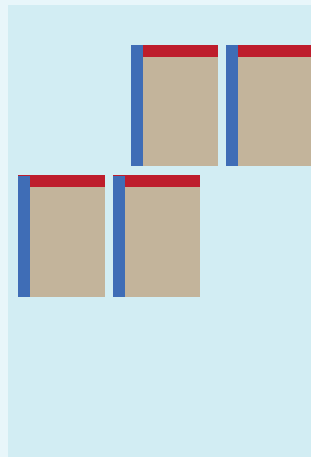


2. PRODUCT IS QUICK TO LOAD BASED ON HOW IT IS STORED IN THE WAREHOUSE.

THE FASTEST WAY TO STORE PALLETS IS IN THE NARROW DIRECTION AND THE WIDE DIRECTION.

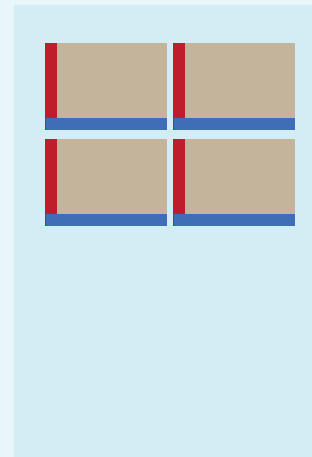


Narrow/Narrow



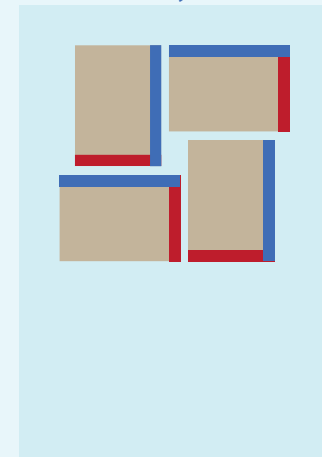
 NARROW

Wide/Wide



 WIDE

Chimney Block



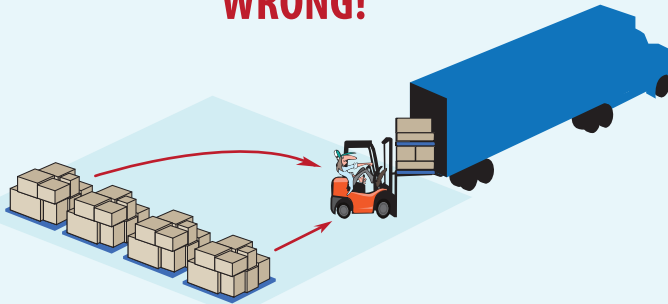
Minimize warehouse travel.



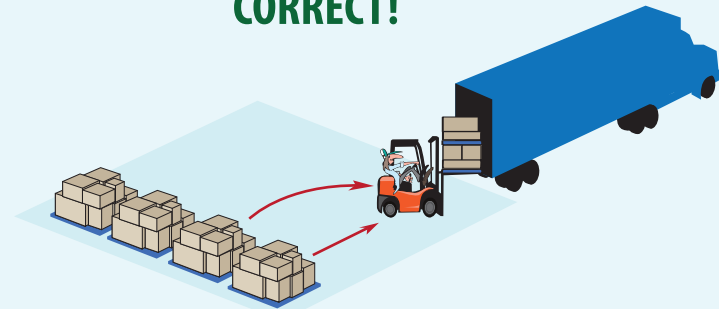
1. SELECT THE PALLET NEAREST THE TRUCK AND CONTINUE DOWN THE ROW.

Same items on top of one another and same families in each grab.

WRONG!



CORRECT!



2. MAKE PRODUCTS EASY TO RETRIEVE AND HANDLE IN THE TRAILER.

The Goal: Support picking up product in double-wide fork trucks

trailer top view	B/B	A/A	A/A
	B/B	A/A	A/A

trailer top view	B/B	B/B	A/A
	B/B	A/B	A/A

trailer top view	B/B	A/A	A/A
	B/B	B/B	A/A

trailer side view	B	A	A
	B	A	A

trailer side view	B	A	A
	B	B	A

trailer side view	B	B	A
	B	B	A

Make products easy to retrieve.



1. KEEP "C's" TOGETHER AND ON THE BOTTOM IF POSSIBLE.

Obey the other rules, too, such as don't double stack!



E/C	C/D	A/A
F/C	D/D	B/B

VS.

CORRECT!

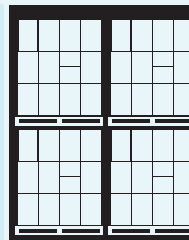
E/C	C/C	A/A
F/D	D/D	B/B

2. DON'T DAMAGE ANYTHING, BECAUSE WE ARE RESPONSIBLE FOR IT. PRODUCT STACKED NICELY IN A WAREHOUSE CAN BECOME DAMAGED BUMPING ALONG THE ROAD.

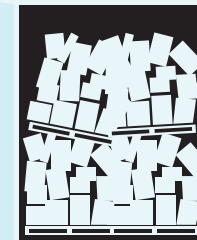
What causes damage?



Product looks fine before leaving the dock.



If not properly secured, the customer sees a different load when it arrives.

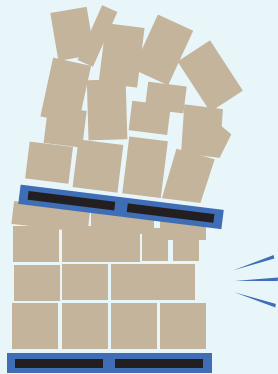


How to stack a palette correctly.

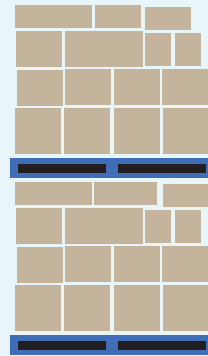


ALWAYS PUT STRONGER ITEMS ON THE BOTTOM OF STACKS.

WRONG!

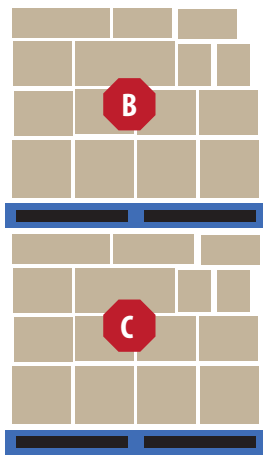


CORRECT!

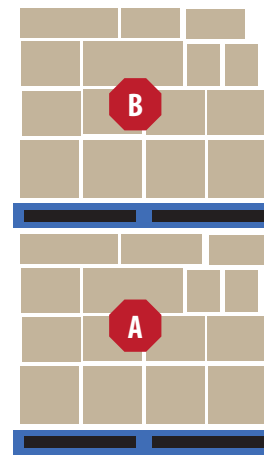


Check product is:

- ✓ Kept apart from others
- ✓ Always on top or bottom
- ✓ Strong enough to support other loads



WRONG!



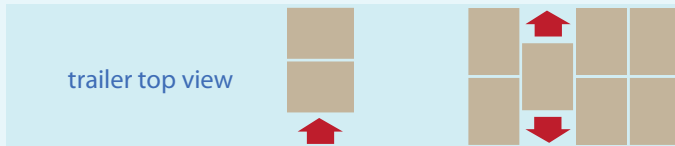
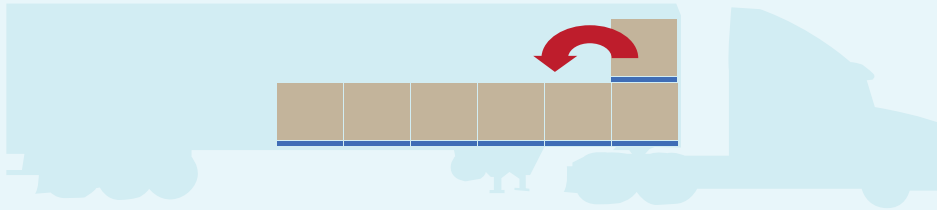
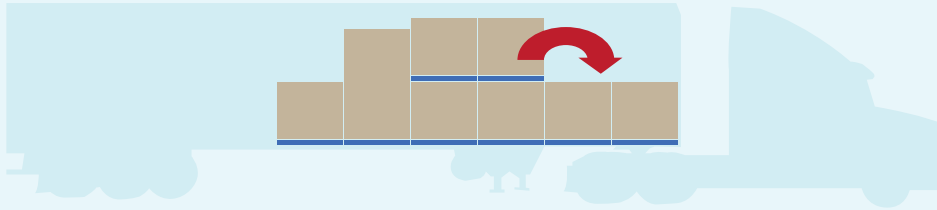
CORRECT!



Damage is also caused by moving or falling pallets.



1. AVOID UNNECESSARY DAMAGE AND INJURY BY SECURING ALL PALLETS.



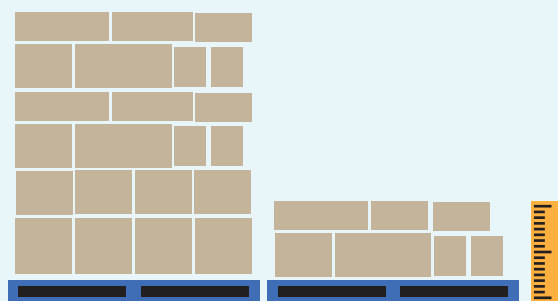
Brace forward, backwards and to the side so pallets can't move.



Making pallet sizes.

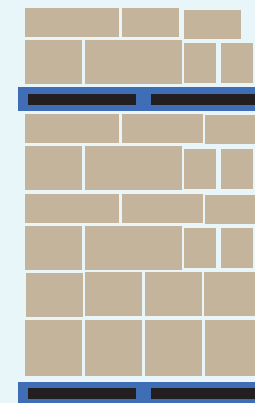


1. SMALL PALLETS SHOULD NOT BE ALONE ON THE FLOOR.



WRONG!

26" height
minimum



CORRECT!

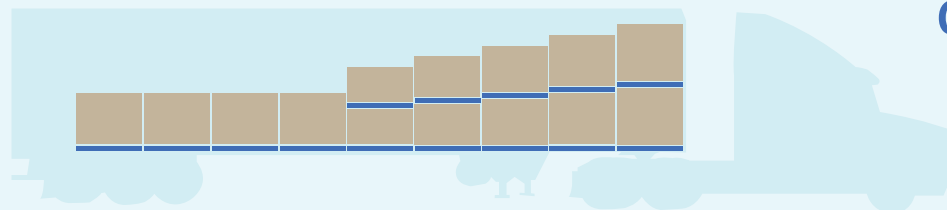


Short stacks should be no
less than 26 inches high.

Special loading for TOFC/intermodal/containers.



1. BE MORE CAREFUL WITH TOFC.

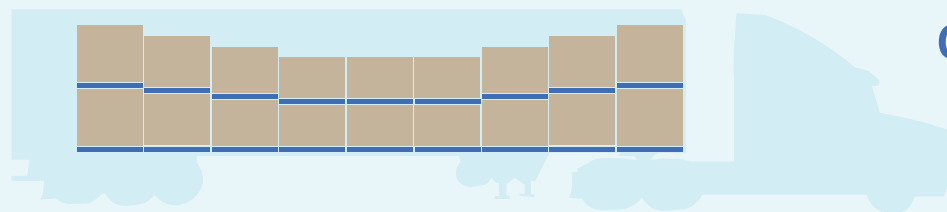


OVER THE ROAD

Good

TOFC

Requires 2-3 airbags



OVER THE ROAD

Good

TOFC

Better, but still
needs airbags

Bracing Loads!



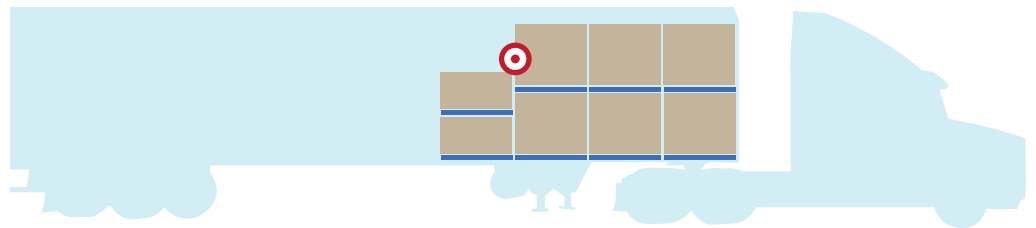
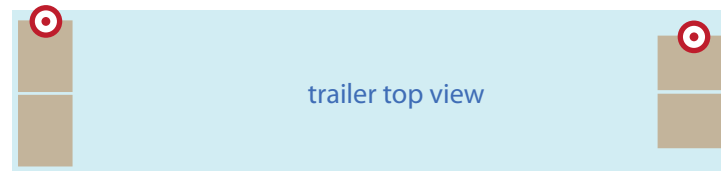
1. WHEN BRACING KEEP SINGLES OR UNIT LOADS WITH PRODUCT SEVERELY UNDER-HANGING THE PALLET IN A NON-CRITICAL POSITION.

Turn pallets at critical points wide so the airbag fits tighter. You can't do that when the customer has a small dock.

Try not to have singles in a load and definitely not consecutive singles.



CRITICAL POINTS



Bracing Loads... *continued*



1. TO MINIMIZE DAMAGE, LOWER THE HEIGHT DIFFERENTIAL BETWEEN ADJACENT PALLETS AND NUMBER OF CONSECUTIVE SINGLES.

Not desired



too short

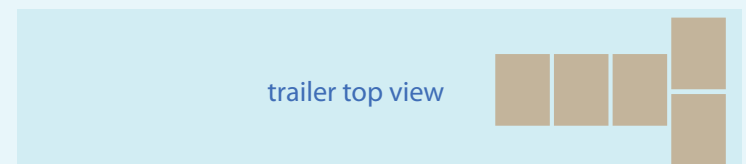
Better



Best



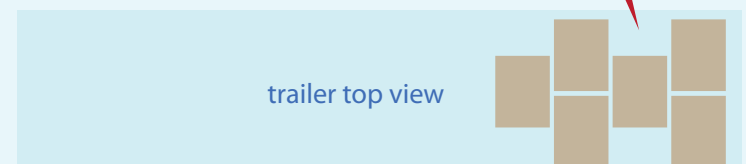
Not desired



trailer top view

single

Better



trailer top view

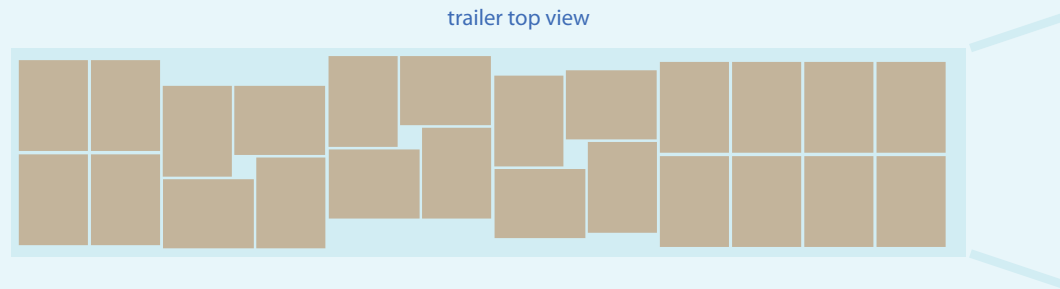
No singles in the nose or tail of the trailer.



Bracing Loads... *continued*



1. TURN PALLETS TO "MAX-OUT" THE TRAILER TOWARDS THE BACK DOOR.



A big gap here will generate damage. If the product is light (as paper is) turn some pallets to minimize the gap in the back.



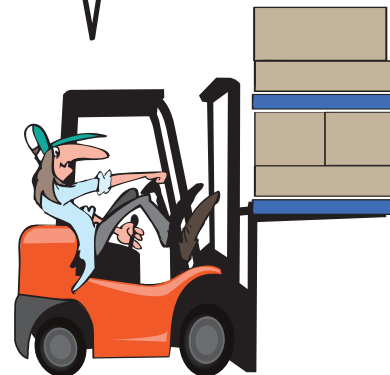
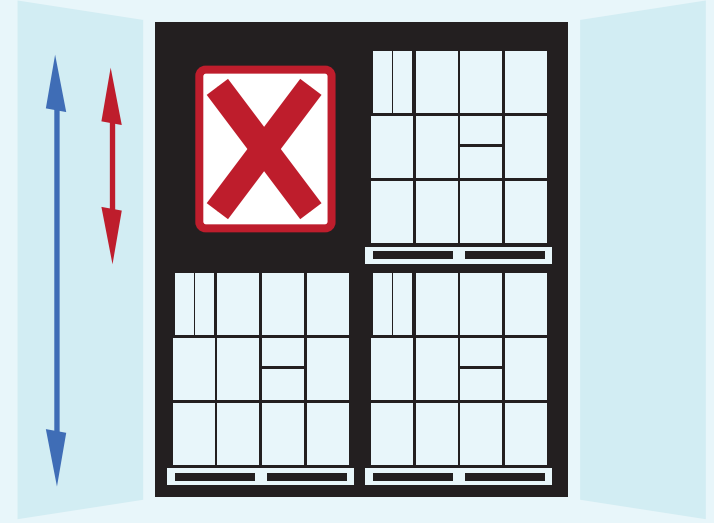
Bracing Loads... *continued*



1. MINIMIZE SIDE MOVEMENT.
2. MINIMIZE STACK HEIGHT DIFFERENTIAL AS SEEN HERE IN THIS DIAGRAM.

Minimize how often empty spots occur and don't let it happen in the last spot of the trailer.

Double stretch wrap and turn pallets near a similar stack.



Bracing Loads... *continued*

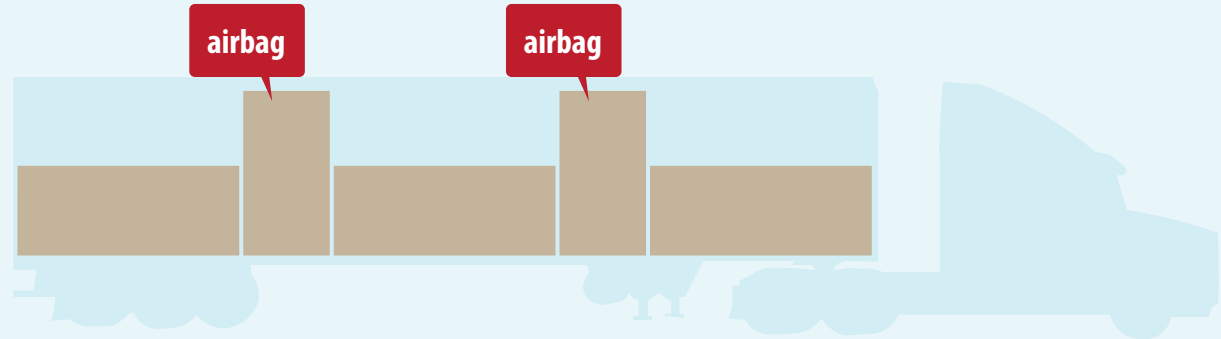


1. USE DUNNAGE WHERE SIGNIFICANT BRACING NEEDS TO OCCUR FOR SECURING PALLETS.

Turn pallets wide at the middle and back of the trailer where you airbag.

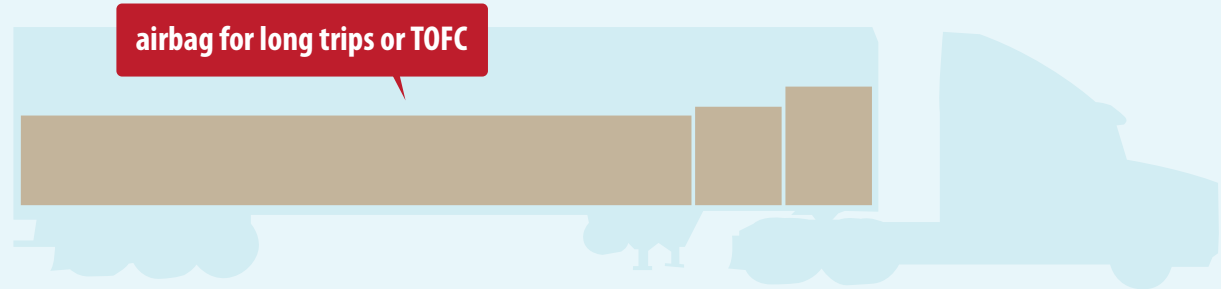
Airbag where there is significant changes in height.

...and make the stacks in the back tall.



airbag rear always

airbag for long trips or TOFC

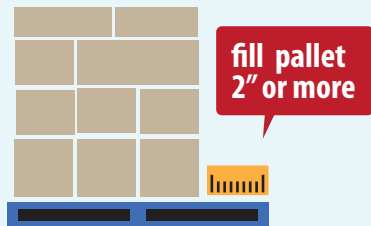


Bracing Loads... *continued*

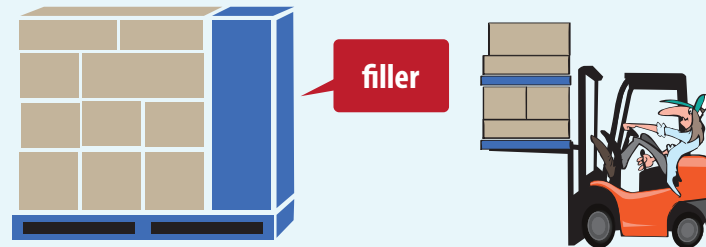


1. USE FILLERS WHEN PRODUCT SEVERELY UNDER-HANGS A PALLET.

WRONG!



CORRECT!



Use cardboard fillers where 2" or more of pallet shows.

Don't use airbags if the gap is more than 10 inches.

Filler always goes against the wall.

2. CERTAIN PRODUCTS NEED SPECIAL RULES.

LEARN WHICH PRODUCTS MUST:

- ✓ RIDE ON TOP
- ✓ SHOULD ALWAYS BE ON THE BOTTOM
- ✓ NOT BE TURNED WIDE IF THEY OVERHANG THE PALLET
- ✓ MUST BE KEPT SEPARATE



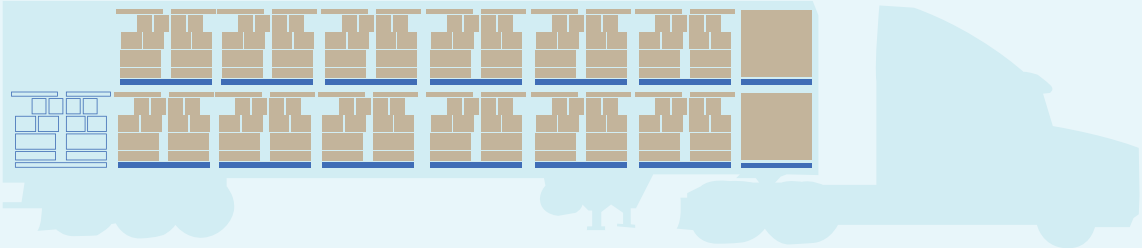
Bracing Loads... *continued*



1. SAVE SPACE FOR OUT-OF-STOCK ITEMS AT THE BACK OF TRAILER.

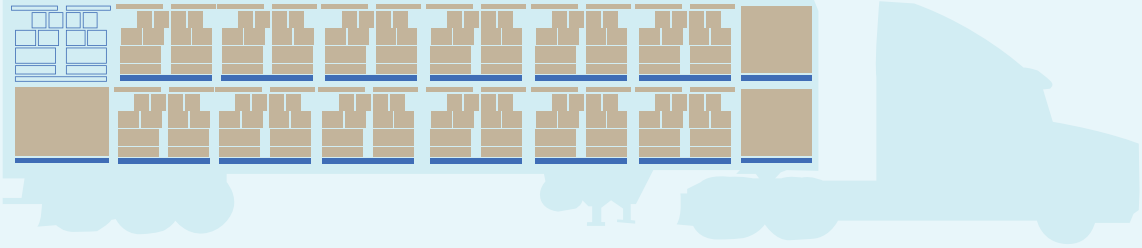
ACCEPTABLE

phantom pallet



BEST WAY. BETTER TO STACK PRODUCT

phantom pallet



What is important?



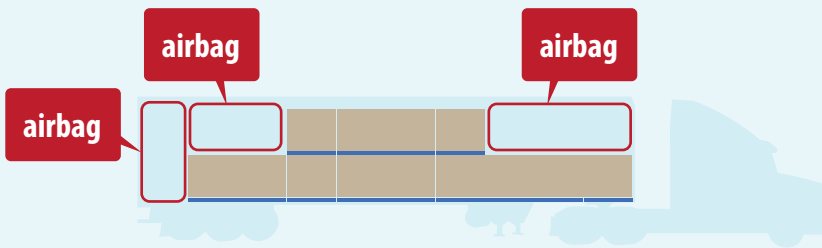
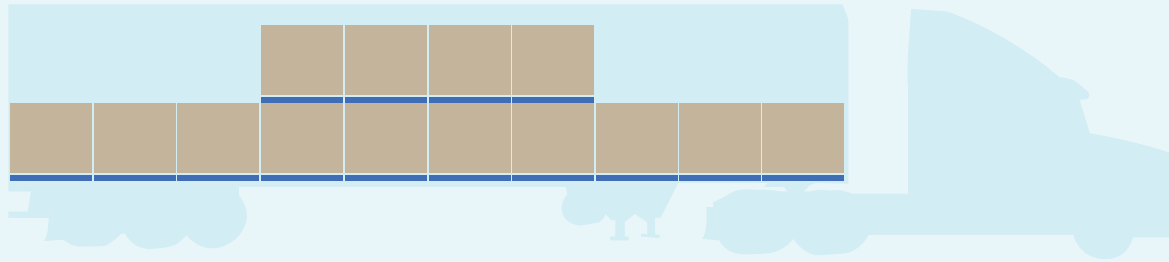
**IT'S DIFFICULT TO KEEP ALL OF THE RULES ALL OF THE TIME,
BUT THESE 10 ARE THE MOST IMPORTANT.**

- 1. MAKE AXLES LEGAL.**
- 2. KEEP STOPS SEPARATE.**
- 3. BRACE FORWARD.**
- 4. BRACE SIDeways, ESPECIALLY ON THE SECOND LEVEL.**
- 5. KEEP ORDERS SEPARATE IF POSSIBLE.**
- 6. TURN THE LAST 2 PALLETS IF POSSIBLE.**
- 7. MEET THE DESIRED CUSTOMER LOAD PATTERN.**
- 8. KEEP SIMILAR ITEMS TOGETHER.**
- 9. BRACE BACKWARDS.**
- 10. KEEP FAMILIES TOGETHER.**

Rumored in the industry, but not true.

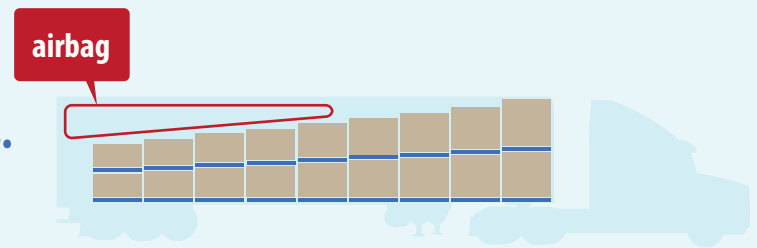


“LOAD SHORT AND TALL TO GET THE MAXIMUM WEIGHT IN A TRAILER.”



MORE BAGS

VS.



LESS BAGS

Rumored in the industry, but not true... *continued*



"ONLY LOAD TO 48 FEET IN A 53 FOOT TRAILER."



As long as the axles are kept legal, do not worry.

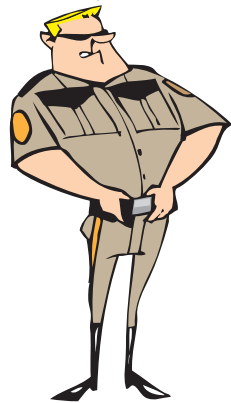


When loading a truck there are many decisions to be made. Some companies employ sophisticated software from Warehouse Optimization to assist in streamlining loads faster. This is done to efficiently load more product on the trailer.

REMEMBER, IT'S NOT EASY TO LOAD A TRAILER PROPERLY. FOLLOW THESE SIMPLE RULES, HOWEVER, AND ELIMINATE A CATASTROPHY FROM OCCURING.

Good luck loading and unloading!

NOW, GO AND LOAD IT RIGHT!





ALLEN LUND COMPANY

Transportation Brokers