



Pick up Instructions

2321 Industrial Way
Vineland, NJ
856-285-2795
Formerly: Lucca/Agromerchants

- **Shipping Hours**
 - Mon-Friday – 800am-800pm -
 - Sat: 800am-noon –
- **Appointments** - Make appointments **early ...don't wait**
 - Schedule inbound appointments via email to:
vinelandscheduling@americold.com
 - Any Challenges : NJOutBounds@classicharvest.com for assistance
 - **5 or less pallets** no appointment needed. Will be worked into the “express door”
- **Arriving**
 - Trucks should check in at guard gate upon arrival
 - Paperwork will be time stamped with exact arrival time on paper
 - If running late for a scheduled appointment
 - Call the office 856-285-2795 or email
vinelandscheduling@americold.com
- **Loading:**
 - Truck will be assigned a door and LTO (Lift Truck Operator)
 - Driver is encouraged to stand by their trailer on the dock while being loaded.
 - (Safety vests are required)
 - Once loaded driver must come in the office labeled “OUTBOUND SIGN OUT” by door 30
- **Classic Harvest Hired trucks**
 - Further information is available on ClassicHarvest.com/CHAmericold
- **Customer Trucks**
 - If excess delays or fees, please call
 - Please call us at 559-549-5980 so we can assist – before you call buyer
- **See page 2 for Scheduling Form**
- **See page 3 for Americold Published info**





Customer Outbound Scheduling Form	
Order Number:	
PO/Lot number(s)	
Carrier	
Drivers Name and Number	
Shippers Name	
Pallets/Cases	
Number of Pallets/Cases	
Commodity	
Requested Ship Date	
On Site Inspector Required	Classic Harvest will advise
Pick Sheet	Classic Harvest sent from system when at booking
Additional Instructions	



2321 INDUSTRIAL WAY

VINELAND, NJ 08360

856-285-2795

CARRIER EXPECTATIONS INBOUNDS

- All carriers are encouraged to schedule inbound appointments via email to vinelandscheduling@americold.com
- If unable to schedule a delivery appointment carrier will be a “fit-in” if possible
- All carriers are to check in with the gate guard upon arrival.
- When delivering to AMC Vineland driver is to come inside with all paperwork and sign in at the window closest to the dock next to door 30.
- Once offloading is complete carrier is to check out at the window closest to the dock next to door 30.
- Saturday is an appointment only day for receiving, NO EXCEPTIONS

CARRIER EXPECTATIONS OUTBOUNDS

- All carriers are encouraged to schedule outbound appointments via email to vinelandscheduling@americold.com
- If a pickup number is invalid or missing info from customer as of 8am the same day the appt may be deleted.
- If multiple appointments are made for one order the latest appointment will stand and all others will be deleted.
- If unable to schedule an appointment carrier may call to request to be fit in. (fees will apply)
- If the order is 5 or less pallets carrier may come in without an appt. and be worked into the “express door”.
- If running late for a scheduled appointment, please call the office 856-285-2795 or email vinelandscheduling@americold.com (fees will apply)
- All carriers are to check in with the gate guard upon arrival. Be prepared to provide pickup details, name, contact information etc.
- Once checked in with the gate guard, the driver will be expected to wait in his/her truck until assigned a door.
- After an “LTO” is assigned to the load the driver will be required to complete & sign a “LOADING INSTRUCTIONS” form. **Driver needs to provide trailer temp required.**
- All drivers are encouraged to stand by their trailer on the dock while being loaded. **(Safety vests are required)**
- Upon completion of being loaded driver must come in the office labeled “OUTBOUND SIGN OUT” by door 30.