



Category/Work Performed	Fee (Effective August 1, 2018)
Sort, segregate, and breakdown (10 finished pallets or less)	\$70.00 per PO
Sort, segregate, and breakdown (11 finished pallets or more)	\$7.25 per pallet up to a maximum of \$450 per truck/load (not per PO)
Backwards load (other receiver's product on the truck)	\$14.00 per pallet removed and put back on truck
Backwards load (chill & frozen on the tail)	\$14.00 per pallet removed and put back on truck
Pinwheeled or sideways loaded pallets	\$20 per load*
Unload cross dock product	\$20 per load*
Floor Loads	\$450 per truck regardless of number of pallets
Unscheduled PO (PO with no appointment can be worked in for a fee)	\$100 per purchase order*
Late Fee: 24-hour notification of cancellation or reschedule	\$0
Late Fee: less than 24-hour notification of cancellation or reschedule	\$100 per truck added to unloading fee
Late Fee: 1+ hour late from scheduled appointment	\$200 per truck added to unloading fee
Late Fee: No show	\$500 per truck added to unloading fee
Restack (pallets that have tipped over in route)	\$5.00 per pallet*

*New fees effective July 1, 2021

If the delivering driver cannot pay the unloading fees at time of delivery the following steps should be taken.

- Release the driver and signed copies of all bills (under no circumstances should a driver be detained due to inability to pay unloading fees)
- Send an email to Matthew.Boerner@spartannash.com and provide the information listed below. Matt will bill the vendor for the unpaid unloading fees and arrange collection
 - PO number
 - Vendor name
 - Number of finished pallets
 - Amount due
 - Carrier name