

# Tuesday Morning Vendor SOP

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1. Using your web browser, go the following URL

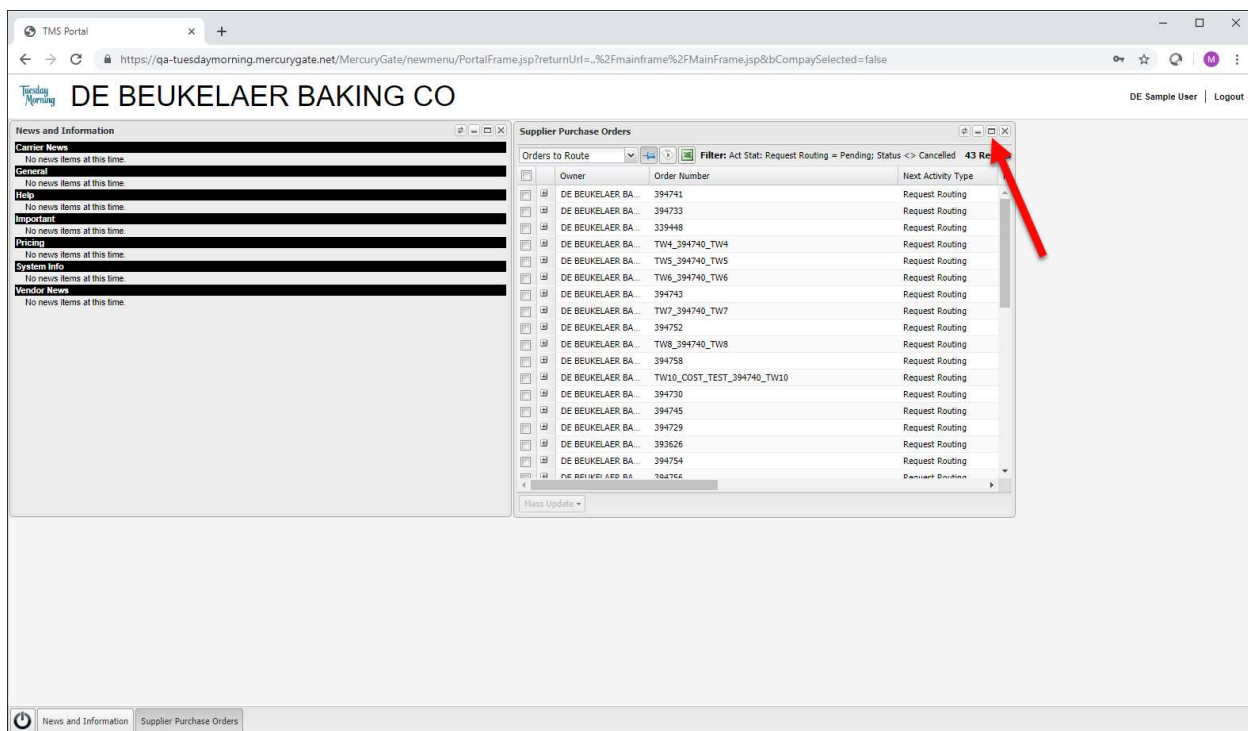
2. Enter your Login ID
3. Enter your Password
4. Click Sign In

5. After logging in, your screen will appear as shown below.

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## View your Purchase Orders

1. Click the Maximize icon in the Supplier Purchase Orders portlet 



## 2. Your Purchase Orders are displayed

Purchase Orders with a Status of Pending have not yet been routed. This means that the Purchase Order has PO line(s) with outstanding order quantities that have not yet been submitted to Tuesday Morning indicating that they are ready to be shipped but are in need of routing instructions.

Purchase orders with a Status of In Process may have PO lines with some remaining order quantities to be routed.

DE BEUKELAER BAKING CO											DE Sample User   Logout
Supplier Purchase Orders											
Filter: All Stat: Request Routing = Pending; Status <> Cancelled											
Owner	Order Number	Next Activity Type	Next Activity Plann...	Status	Dest Name	Dest City	Dest State	Dest Ctry	Create Date	43 Results	
DE BEUKELAER BA...	394741	Request Routing	06/05/2019 05:06 ...	In Process	Phoenix Warehouse	Phoenix	AZ	US	6/4/2019 5:06 PM E...		
DE BEUKELAER BA...	394733	Request Routing	06/05/2019 06:21 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/4/2019 6:21 PM E...		
DE BEUKELAER BA...	339448	Request Routing	06/06/2019 11:06 ...	In Process	East Coast Bypass	Edison	NO	US	6/5/2019 11:06 AM ...		
DE BEUKELAER BA...	TW4_394740_TW4	Request Routing	06/06/2019 03:05 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	6/5/2019 3:05 PM E...		
DE BEUKELAER BA...	TW5_394740_TW5	Request Routing	06/06/2019 03:17 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/5/2019 3:17 PM E...		
DE BEUKELAER BA...	TW6_394740_TW6	Request Routing	06/06/2019 04:20 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	6/5/2019 4:20 PM E...		
DE BEUKELAER BA...	394743	Request Routing	06/07/2019 10:12 ...	In Process	Phoenix Warehouse	Phoenix	AZ	US	6/6/2019 10:12 AM ...		
DE BEUKELAER BA...	TW7_394740_TW7	Request Routing	06/07/2019 10:19 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/6/2019 10:19 AM ...		
DE BEUKELAER BA...	394752	Request Routing	06/07/2019 10:21 ...	Pending	Phoenix Warehouse	Phoenix	AZ	US	6/6/2019 10:21 AM ...		
DE BEUKELAER BA...	TW8_394740_TW8	Request Routing	06/07/2019 11:06 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/6/2019 11:06 AM ...		
DE BEUKELAER BA...	394758	Request Routing	06/08/2019 11:27 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/7/2019 11:27 AM ...		
DE BEUKELAER BA...	TW10_COST_TEST_394740_TW10	Request Routing	06/11/2019 08:04 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/10/2019 8:04 PM ...		
DE BEUKELAER BA...	394730	Request Routing	06/12/2019 05:12 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	6/11/2019 5:12 PM ...		
DE BEUKELAER BA...	394745	Request Routing	06/12/2019 05:12 ...	In Process	Phoenix Warehouse	Phoenix	AZ	US	6/11/2019 5:12 PM ...		
DE BEUKELAER BA...	394729	Request Routing	06/12/2019 05:36 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	6/11/2019 5:36 PM ...		
DE BEUKELAER BA...	393626	Request Routing	06/13/2019 10:21 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/12/2019 10:21 A...		
DE BEUKELAER BA...	394754	Request Routing	06/13/2019 01:51 ...	In Process	Phoenix Warehouse	Phoenix	AZ	US	6/12/2019 1:51 PM ...		
DE BEUKELAER BA...	394756	Request Routing	06/13/2019 01:52 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/12/2019 1:52 PM ...		
DE BEUKELAER BA...	394724	Request Routing	06/13/2019 04:21 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/12/2019 4:21 PM ...		
DE BEUKELAER BA...	394725	Request Routing	06/13/2019 04:22 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/12/2019 4:22 PM ...		
DE BEUKELAER BA...	394738	Request Routing	06/14/2019 09:57 ...	In Process	Phoenix Warehouse	Phoenix	AZ	US	6/13/2019 9:57 AM ...		
DE BEUKELAER BA...	394742	Request Routing	06/14/2019 09:57 ...	In Process	Phoenix Warehouse	Phoenix	AZ	US	6/13/2019 9:57 AM ...		
DE BEUKELAER BA...	394722	Request Routing	06/14/2019 04:46 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/13/2019 4:46 PM ...		
DE BEUKELAER BA...	394726	Request Routing	06/14/2019 04:46 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/13/2019 4:46 PM ...		
DE BEUKELAER BA...	394721	Request Routing	06/14/2019 04:57 ...	Pending	Phoenix Warehouse	Phoenix	AZ	US	6/13/2019 4:57 PM ...		
DE BEUKELAER BA...	SingerPOTestCancel-1	Request Routing	06/15/2019 04:17 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	6/14/2019 4:17 PM ...		
DE BEUKELAER BA...	394718	Request Routing	06/18/2019 11:16 ...	Pending	Phoenix Warehouse	Phoenix	AZ	US	6/17/2019 11:16 A...		
DE BEUKELAER BA...	394735	Request Routing	06/18/2019 11:46 ...	Pending	ACVR Warehouse	St Paul	MN	US	6/17/2019 11:46 A...		
DE BEUKELAER BA...	SingerPOTestCancel-2	Request Routing	06/19/2019 09:49 ...	Cancel	Dallas Warehouse	Farmers Branch	TX	US	6/18/2019 9:49 AM ...		
DE BEUKELAER BA...	TW11 PO ITEM LEVEL TEST	Request Routing	06/19/2019 11:26 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/18/2019 11:26 A...		

## Request Routing from Tuesday Morning for one Purchase Order

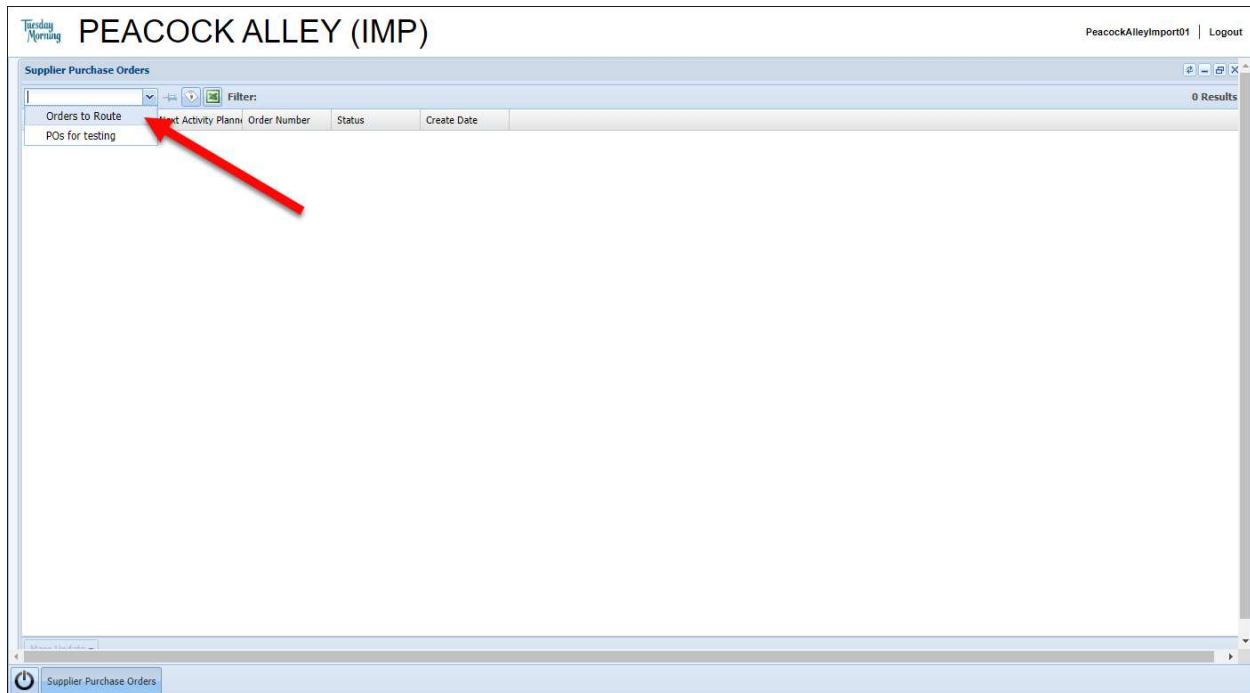
Only request routing for one PO at a time. Tuesday Morning Transportation planners may combine a PO's shipment with another PO if they can fit on one trailer.

If a PO will span more than one trailer, request routing for the item(s) and quantities that will fit on one trailer. This will require you to request routing more than once for the PO.

You can request routing from Tuesday Morning for items from one PO on a trailer.

In the example below, we're requesting routing for items from PO (414003003)

1. Select Orders to Route in the drop down



- Testing Warning

# PEACOCK ALLEY (IMP)

PeacockAlleyImport01 | Logout

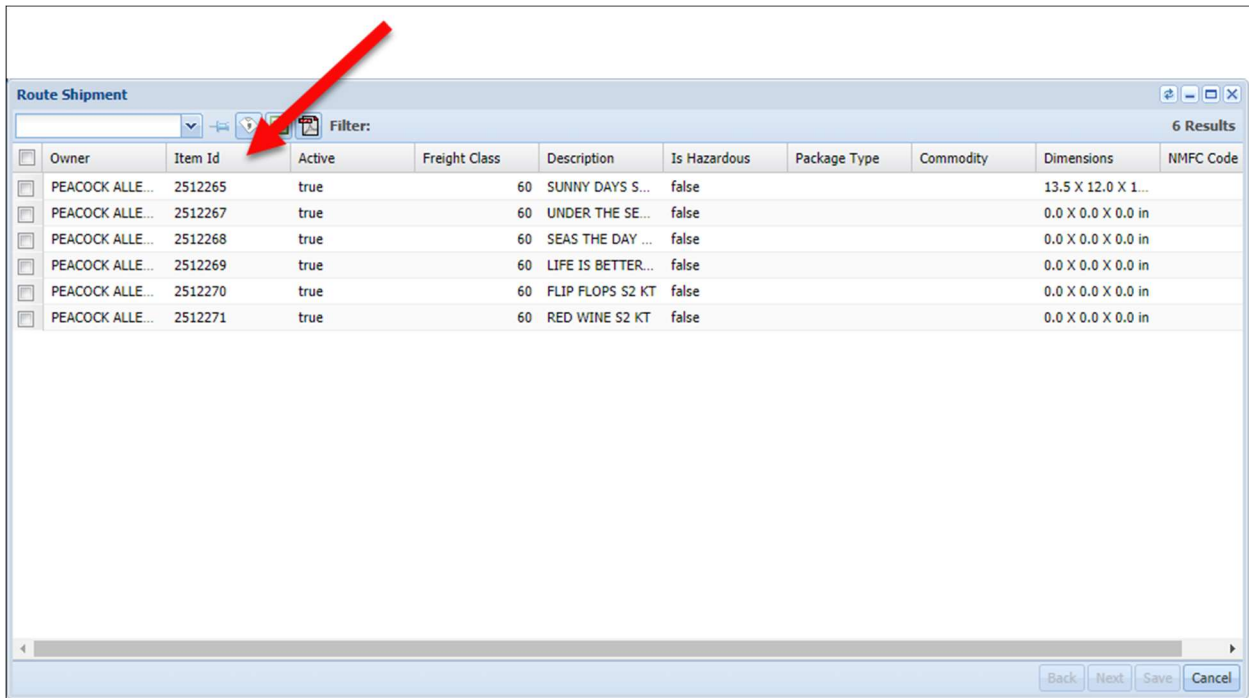
## Supplier Purchase Orders

Orders to Route Filter: 13 Results

<input type="checkbox"/>	Next Activity Type	Order Number	Status	Origin Name	Dest Name	Ref: Target Week	Ref: Season Code	Ref: Ad Code	Create Date
<input type="checkbox"/>	Request Routing	414003001	Pending	PEACOCK ALLE	Dallas Warehouse	2020-06			11/22/2019 11:...
<input type="checkbox"/>	Request Routing	414003003	Pending	PEACOCK ALLE	Phoenix Wareh...	2020-06			11/22/2019 11:...
<input type="checkbox"/>	Request Routing	414035001	Pending	PEACOCK ALLE	Dallas Warehouse	2020-06			11/22/2019 11:...
<input type="checkbox"/>	Request Routing	414035003	Pending	PEACOCK ALLE	Phoenix Wareh...	2020-06			11/22/2019 11:...
<input type="checkbox"/>	Request Routing	417268001	In Process	PEACOCK ALLE	Dallas Warehouse	2020-06			11/22/2019 11:...
<input type="checkbox"/>	Request Routing	417268003	Pending	PEACOCK ALLE	Phoenix Wareh...	2020-06			11/22/2019 11:...
<input type="checkbox"/>	Request Routing	408255001	Pending	PEACOCK ALLE	Dallas Warehouse	2020-14	UF - SUMMER F...		11/22/2019 11:...
<input type="checkbox"/>	Request Routing	408255003	Pending	PEACOCK ALLE	Phoenix Wareh...	2020-14	UF - SUMMER F...		11/22/2019 11:...
<input type="checkbox"/>	Request Routing	414045001	Pending	PEACOCK ALLE	Dallas Warehouse	2020-14			11/22/2019 11:...
<input type="checkbox"/>	Request Routing	414045003	Pending	PEACOCK ALLE	Phoenix Wareh...	2020-14			11/22/2019 11:...
<input checked="" type="checkbox"/>	Request Routing	418222001	Pending	PEACOCK ALLE	Dallas Warehouse	2020-15			12/8/2019 2:08
<input type="checkbox"/>	Request Routing	418222003	Pending	PEACOCK ALLE	Phoenix Wareh...	2020-15			12/8/2019 2:22
<input type="checkbox"/>	Request Routing	418222004	Pending	PEACOCK ALLE	PT Warehouse	2020-15			12/8/2019 2:22

Mass Update Route Orders

5. The items associated with the selected PO are displayed



Route Shipment

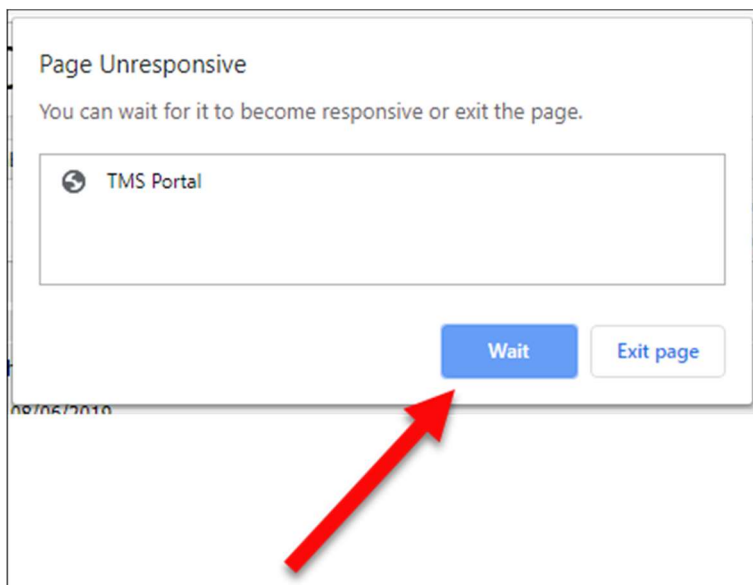
Filter: 6 Results

<input type="checkbox"/>	Owner	Item Id	Active	Freight Class	Description	Is Hazardous	Package Type	Commodity	Dimensions	NMFC Code
<input type="checkbox"/>	PEACOCK ALLE...	2512265	true	60	SUNNY DAYS S...	false			13.5 X 12.0 X 1...	
<input type="checkbox"/>	PEACOCK ALLE...	2512267	true	60	UNDER THE SE...	false			0.0 X 0.0 X 0.0 in	
<input type="checkbox"/>	PEACOCK ALLE...	2512268	true	60	SEAS THE DAY ...	false			0.0 X 0.0 X 0.0 in	
<input type="checkbox"/>	PEACOCK ALLE...	2512269	true	60	LIFE IS BETTER...	false			0.0 X 0.0 X 0.0 in	
<input type="checkbox"/>	PEACOCK ALLE...	2512270	true	60	FLIP FLOPS S2 KT	false			0.0 X 0.0 X 0.0 in	
<input type="checkbox"/>	PEACOCK ALLE...	2512271	true	60	RED WINE S2 KT	false			0.0 X 0.0 X 0.0 in	

Back Next Save Cancel

If your PO has a large number of PO lines, you may see the following message if the webpage is taking a long time to replicate.

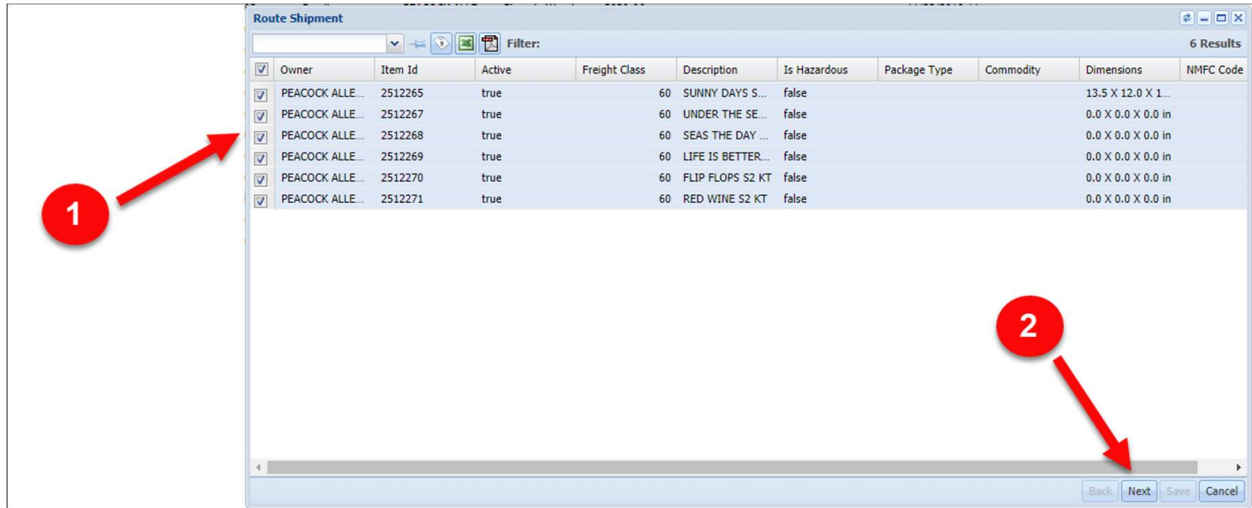
Click the Wait button.



6. Click the check box beside the item(s) you're putting on the trailer.

If you want to ship all the items, click the Select All check box above the individual item check boxes; this selects all the item check boxes.

7. Click the Next button.



The screenshot shows the 'Route Shipment' window with a table of 6 results. A red circle with the number 1 points to the 'Select All' checkbox. A red circle with the number 2 points to the 'Next' button.

<input checked="" type="checkbox"/>	Owner	Item Id	Active	Freight Class	Description	Is Hazardous	Package Type	Commodity	Dimensions	NMFC Code
<input checked="" type="checkbox"/>	PEACOCK ALLE...	2512265	true	60	SUNNY DAYS S...	false			13.5 X 12.0 X 1...	
<input checked="" type="checkbox"/>	PEACOCK ALLE...	2512267	true	60	UNDER THE SE...	false			0.0 X 0.0 X 0.0 in	
<input checked="" type="checkbox"/>	PEACOCK ALLE...	2512268	true	60	SEAS THE DAY ...	false			0.0 X 0.0 X 0.0 in	
<input checked="" type="checkbox"/>	PEACOCK ALLE...	2512269	true	60	LIFE IS BETTER...	false			0.0 X 0.0 X 0.0 in	
<input checked="" type="checkbox"/>	PEACOCK ALLE...	2512270	true	60	FLIP FLOPS S2 KT	false			0.0 X 0.0 X 0.0 in	
<input checked="" type="checkbox"/>	PEACOCK ALLE...	2512271	true	60	RED WINE S2 KT	false			0.0 X 0.0 X 0.0 in	

Buttons: Back, Next, Save, Cancel



8. Ensure the shipping address for the Origin Location is correct. If it is correct, skip to step 14.

**DE BEUKELAER BAKING CO**

Supplier Purchase Orders

Orders to Route: 46 Results

Filter: [X] [Y] [Z]

Owner	Order Number	Next Activity Type	Next Activity Plan	Status	Dest Name	Dest City	Dest State	Dest Ctry	Create Date
DE BEUKELAER BA...	339448								
DE BEUKELAER BA...	341370								
DE BEUKELAER BA...	385313								
DE BEUKELAER BA...	387157								
DE BEUKELAER BA...	393626								
DE BEUKELAER BA...	394000								
DE BEUKELAER BA...	394571								
DE BEUKELAER BA...	394617								
DE BEUKELAER BA...	394680								
DE BEUKELAER BA...	394707								
DE BEUKELAER BA...	394709								
DE BEUKELAER BA...	394710								
DE BEUKELAER BA...	394711								
DE BEUKELAER BA...	394712								
DE BEUKELAER BA...	394713								
DE BEUKELAER BA...	394718								
DE BEUKELAER BA...	394719								
DE BEUKELAER BA...	394721								
DE BEUKELAER BA...	394722								
DE BEUKELAER BA...	394724								
DE BEUKELAER BA...	394725								
DE BEUKELAER BA...	394726								
DE BEUKELAER BA...	394729								
DE BEUKELAER BA...	394730								
DE BEUKELAER BA...	394731								

Route Shipment

Order References: 341370 (PurchaseOrder), 387157 (PurchaseOrder)

Overlapping Ship Dates: 07/11/2019 - 07/25/2019

Origin Location

Select Location: [X] [Y] [Z] [M] [C] [S] [D] [L] [A] [B] [E] [I] [O] [U] [V] [W] [X] [Y] [Z]

Address: DE BEUKELAER BAKING CO  
228 INDUSTRIAL DRIVE N  
MADISON, MS, 39110 US

Contact: [X] [Y] [Z] [M] [C] [S] [D] [L] [A] [B] [E] [I] [O] [U] [V] [W] [X] [Y] [Z]

Phone: [X] [Y] [Z] [M] [C] [S] [D] [L] [A] [B] [E] [I] [O] [U] [V] [W] [X] [Y] [Z]

Email: [X] [Y] [Z] [M] [C] [S] [D] [L] [A] [B] [E] [I] [O] [U] [V] [W] [X] [Y] [Z]

Comments: [X] [Y] [Z] [M] [C] [S] [D] [L] [A] [B] [E] [I] [O] [U] [V] [W] [X] [Y] [Z]

Early Date: 07/11/2019 12:00 AM

Late Date: 07/25/2019 12:00 AM

Destination Location

Address: Dallas Warehouse  
4610 Langland  
Farmers Branch, TX, 75244 US

Early Date: 07/11/2019 12:00 AM

Late Date: 07/25/2019 12:00 AM

Request Routing: 07/21/2019 08:17 ... Pending Dallas Warehouse Farmers Branch TX US 7/20/2019 8:17 PM

Request Routing: 07/21/2019 08:17 ... Pending Vistar - Ohio Twinsburg OH US 7/20/2019 8:17 PM

Mass Update

News and Information Supplier Routing Instructions Supplier Purchase Orders Route Shipment

9. If the shipping address is not the correct one, click the Location Code magnifying glass icon

**DE BEUKELAER BAKING CO**

Supplier Purchase Orders

Orders to Route: 43 Results

Filter: Act Stat: Request Routing = Pending; Status <> Cancelled

Owner	Order Number	Next Activity Type	Next Activity Plan	Status	Dest Name	Dest City	Dest State	Dest Ctry	Create Date
DE BEUKELAER BA...	394741	Request Routing	06/05/2019 05:06	In Process	Phoenix Warehouse	Phoenix	AZ	US	6/4/2019 5:06 PM E.
DE BEUKELAER BA...	394733	Request Routing	06/05/2019 06:21	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/4/2019 6:21 PM E.
DE BEUKELAER BA...	339448								6/5/2019 11:06 AM
DE BEUKELAER BA...	TV4_394740_TV4								6/5/2019 3:05 PM E.
DE BEUKELAER BA...	TV5_394740_TV5								6/5/2019 3:17 PM E.
DE BEUKELAER BA...	TV6_394740_TV6								6/5/2019 4:20 PM E.
DE BEUKELAER BA...	394743								6/6/2019 10:12 AM
DE BEUKELAER BA...	TV7_394740_TV7								6/6/2019 10:19 AM
DE BEUKELAER BA...	394752								6/6/2019 10:21 AM
DE BEUKELAER BA...	TV8_394740_TV8								6/6/2019 11:06 AM
DE BEUKELAER BA...	394758								6/7/2019 11:27 AM
DE BEUKELAER BA...	TV10_COST_TEST_39								6/10/2019 8:04 PM
DE BEUKELAER BA...	394730								6/11/2019 5:12 PM
DE BEUKELAER BA...	394730								6/11/2019 5:12 PM
DE BEUKELAER BA...	394729								6/11/2019 5:36 PM
DE BEUKELAER BA...	393626								6/12/2019 10:21 A.
DE BEUKELAER BA...	394754								6/12/2019 1:51 PM
DE BEUKELAER BA...	394756								6/12/2019 1:52 PM
DE BEUKELAER BA...	394724								6/12/2019 4:21 PM
DE BEUKELAER BA...	394725								6/12/2019 4:22 PM
DE BEUKELAER BA...	394738								6/13/2019 9:57 AM
DE BEUKELAER BA...	394742								6/13/2019 9:57 AM
DE BEUKELAER BA...	394722								6/13/2019 4:45 PM
DE BEUKELAER BA...	394726								6/13/2019 4:46 PM
DE BEUKELAER BA...	394721								6/13/2019 4:57 PM
DE BEUKELAER BA...	SingerPOTestCancel-1								6/14/2019 4:17 PM
DE BEUKELAER BA...	394718	Request Routing	06/18/2019 11:16	Pending	Phoenix Warehouse	Phoenix	AZ	US	6/17/2019 11:16 A.
DE BEUKELAER BA...	394735	Request Routing	06/18/2019 11:46	Pending	ACVR Warehouse	St Paul	MN	US	6/17/2019 11:46 A.
DE BEUKELAER BA...	SingerPOTestCancel-2	Request Routing	06/19/2019 09:49	Cancel	Dallas Warehouse	Farmers Branch	TX	US	6/18/2019 9:49 AM
DE BEUKELAER BA...	TV11_PO_ITEM_LEVEL_TEST	Request Routing	06/19/2019 11:26	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/18/2019 11:26 A.

Route Shipment

Order References: 394730 (PurchaseOrder), 394729 (PurchaseOrder)

Overlapping Ship Dates: 06/11/2019 - 06/13/2019

Origin Location

Location Code: [X] [Y] [Z] [M] [C] [S] [D] [L] [A] [B] [E] [I] [O] [U] [V] [W] [X] [Y] [Z]

Name: DE BEUKELAER BAKING CO

Address 1: 228 INDUSTRIAL DRIVE N

Address 2: [X] [Y] [Z] [M] [C] [S] [D] [L] [A] [B] [E] [I] [O] [U] [V] [W] [X] [Y] [Z]

City: MADISON

State: MS

Postal Code: 39110

Country: US

Contact: [X] [Y] [Z] [M] [C] [S] [D] [L] [A] [B] [E] [I] [O] [U] [V] [W] [X] [Y] [Z]

Phone: [X] [Y] [Z] [M] [C] [S] [D] [L] [A] [B] [E] [I] [O] [U] [V] [W] [X] [Y] [Z]

Email: [X] [Y] [Z] [M] [C] [S] [D] [L] [A] [B] [E] [I] [O] [U] [V] [W] [X] [Y] [Z]

Comments: [X] [Y] [Z] [M] [C] [S] [D] [L] [A] [B] [E] [I] [O] [U] [V] [W] [X] [Y] [Z]

Early Date: 06/11/2019 12:00 AM

Late Date: 06/13/2019 12:00 AM

Destination Location

Address: Dallas Warehouse  
4610 Langland  
Farmers Branch, TX, 75244 US

Early Date: 06/12/2019 12:00 AM

Late Date: 06/13/2019 12:00 AM

Request Routing: 06/18/2019 11:16 ... Pending Phoenix Warehouse Phoenix AZ US 6/17/2019 11:16 A.

Request Routing: 06/18/2019 11:46 ... Pending ACVR Warehouse St Paul MN US 6/17/2019 11:46 A.

Request Routing: 06/19/2019 09:49 ... Cancel Dallas Warehouse Farmers Branch TX US 6/18/2019 9:49 AM

Request Routing: 06/19/2019 11:26 ... In Process Dallas Warehouse Farmers Branch TX US 6/18/2019 11:26 A.

Mass Update

News and Information Supplier Purchase Orders Route Shipment

10. Click the Clear button.
11. Click the Search button.

**DE BEUKELAER BAKING CO**

Supplier Purchase Orders

Filter: Act Stat: Request Routing = Pending; Status <> Cancelled

43 Results

Owner	Order Number	Next Activity Type	Next Activity Plan...	Status	Dest Name	Dest City	Dest State	Dest Ctry	Create Date
DE BEUKELAER BA...	394741	Request Routing	06/05/2019 05:06	In Process	Phoenix Warehouse	Phoenix	AZ	US	6/4/2019 5:06 PM E...
DE BEUKELAER BA...	394733	Request Routing	06/05/2019 06:21	In Process	Dallas Warehouse	Farmers Branch	TX	US	6/4/2019 6:21 PM E...

**Route Shipment Select Location**

Location Filter

Location Type: [v]

Location Code: [v]

Name: DE BEUKELAER BAKING CO

Address 1: 228 INDUSTRIAL DRIVE N

Address 2:

City: MADISON

State: MS

Postal Code: 39110

Country: US

Search Clear Cancel

0 Results

No data to display

12. If your shipping address is listed, click the radio button and click OK. Continue on step 13.
13. If your shipping address is not listed, contact your Tuesday Morning Transportation Representative and ask them to add your shipping location's address. After your shipping location's address is added, it will appear in the list.

**Purchase Orders**

Route Shipment Select Location

Location Filter

Location Type: [v]

Location Code: [v]

Name: [v]

Address 1: [v]

Address 2: [v]

City: [v]

State: [v]

Postal Code: [v]

Country: [v]

Search Clear Cancel

9 Results

Location Code	Type	Name	City	State	Pc
TMC_CorpBillTo	Bill To	Tuesday Morn...	Dallas	TX	75
W03	ShipTo/From	Phoenix Wareh...	Phoenix	AZ	85
W001	ShipTo/From	Dallas Warehouse	Farmers Branch	TX	75
1898273488	ShipTo/From	DE BEUKELAER ...	MADISON	MS	35
W004	ShipTo/From	PT Warehouse	Santa Fe Springs	CA	9C
W006	ShipTo/From	Performance Te...	Edison	NJ	08
W002	ShipTo/From	Vistar - Ohio	Twinsburg	OH	44
LOC32	ShipTo/From	DE BEUKELAER ...	Birmingham	AL	35
LOC33	Carrier	Sample Carrier ...	Indianapolis	IN	46

OK Cancel

14. Enter a Contact name for the shipment that Tuesday Morning can contact with questions about the shipment.
15. Enter the Contact's phone number.
16. Enter the Contact's email.
17. If necessary, update the Early Date the shipment is ready for pickup.
18. Click the Next button.

Note – If the Late Date has already passed, you will be prevented from proceeding. Contact Tuesday Morning for corrective action.

**Route Shipment**

**Orders**

Order References: 418222001 (PurchaseOrder)

Overlapping Ship Dates: 02/01/2020 - 02/07/2020

**Origin Location**

Select Location:

Address: PEACOCK ALLEY (IMP)  
2050 POSTAL WAY  
DALLAS, TX, 75212 US

Contact: Joe Shipper

Phone: 555.444.3333

Email: joe@shipper.com

Comments: 6AM-4PM CDT

Early Date: 02/01/2020 12:00 AM

Late Date: 02/07/2020 12:00 AM

**Destination Location**

Address: Dallas Warehouse  
4610 Langland Road  
Farmers Branch, TX, 75244 US

Early Date: 02/01/2020 12:00 AM

Late Date: 02/07/2020 12:00 AM

Back Next Save Cancel

19. The items you selected are displayed with the number of units outstanding for each item and the total weight of the item.

Supplier Purchase Orders

Route Shipment

Order References: 418222001 (PurchaseOrder)  
Overlapping Ship Dates: 02/01/2020 - 02/07/2020

Owner:	Manufacturer Part Num:	Item Id:	Description:	Actual Qty:	Actual Wgt:	Dimensions:	Remaining:	Hazardous:
418222001 (PurchaseOrder)	TMSUM20SD1	2512265	SUNNY DAYS S2 KT	441	6615	13.5 x 12 x 14.5 inch	-441	<input type="checkbox"/>
418222001 (PurchaseOrder)	TMSUM20UTS2	2512267	UNDER THE SEA S2 KT	441	0	0 x 0 x 0 inch	-441	<input type="checkbox"/>
418222001 (PurchaseOrder)	TMSUM20STD3	2512268	SEAS THE DAY S2 KT	441	0	0 x 0 x 0 inch	-441	<input type="checkbox"/>
418222001 (PurchaseOrder)	TMSUM20LIB4	2512269	LIFE IS BETTER S2 KT	441	0	0 x 0 x 0 inch	-441	<input type="checkbox"/>
418222001 (PurchaseOrder)	TMSUM20FFS	2512270	FLIP FLOPS S2 KT	441	0	0 x 0 x 0 inch	-441	<input type="checkbox"/>
418222001 (PurchaseOrder)	TMSUM20RW6	2512271	RED WINE S2 KT	441	0	0 x 0 x 0 inch	-441	<input type="checkbox"/>

Ship Unit 1

Actual Qty: PALLET  
Actual Wgt: 6615 LBS Total  
Total Cube: 600  
Floor-0; NonStack-1;  
Stacked-2;  
Hazardous: ☐

Back Next Save Cancel

Mass Update

Supplier Purchase Orders Route Shipment

20. For each item, update the number of Pieces (Units) you're putting on the trailer in the Actual Qty if you're shipping fewer units than the PO line's outstanding quantity.

The Remaining quantity displays a negative value that indicates how many units have not yet been shipped against the PO line.

For example, a PO line has an ordered quantity of 441. This will display in the Remaining field as -441.

If you ship a quantity of 100, the next time you ship against the PO line the Remaining field will display as -341.



The screenshot shows the MercuryGate 'Items' form. A red arrow points to the 'Actual Qty' field, which contains the value '441'. The 'Actual Wgt' field contains '6615'. The 'Remaining' field contains '-441'. The 'Hazardous' checkbox is unchecked.

Owner:	Manufacturer Part Num:	Item Id:	Description:	Actual Qty:	Actual Wgt:	Dimensions:	Remaining:	Hazardous:
418222001 (PurchaseOrder)	TMSUM20SD1	2512265	SUNNY DAYS S2 KT	441	6615	LBS 13.5 x 12 x 14.5 inch	-441	<input type="checkbox"/>

21. For each item, update Actual Weight in pounds if necessary. The Actual Weight is the total weight for all the item's units that are being shipped.



The screenshot shows the MercuryGate 'Items' form. A red arrow points to the 'Actual Wgt' field, which contains the value '6615'. The 'Actual Qty' field contains '441'. The 'Remaining' field contains '-441'. The 'Hazardous' checkbox is unchecked.

Owner:	Manufacturer Part Num:	Item Id:	Description:	Actual Qty:	Actual Wgt:	Dimensions:	Remaining:	Hazardous:
418222001 (PurchaseOrder)	TMSUM20SD1	2512265	SUNNY DAYS S2 KT	441	6615	LBS 13.5 x 12 x 14.5 inch	-441	<input type="checkbox"/>

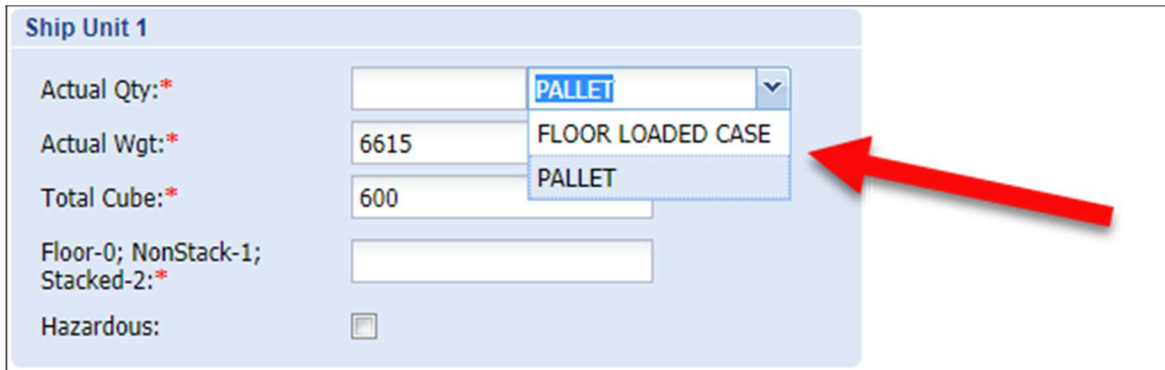
22. If the item is hazardous, select the Hazardous check box and enter the hazardous item information.



Items

Owner: 418222001 (PurchaseOrder)	Manufacturer Part Num: TMSUM20SD1	Item Id: 2512265	Description: SUNNY DAYS S2 KT	Actual Qty: * 441 Pieces	Actual Wgt: * 6615 LBS	Dimensions: 13.5 x 12 x 14.5 inches	Remaining: -441	Hazardous: <input type="checkbox"/>
-------------------------------------	--------------------------------------	---------------------	----------------------------------	--------------------------------	------------------------------	---	--------------------	--

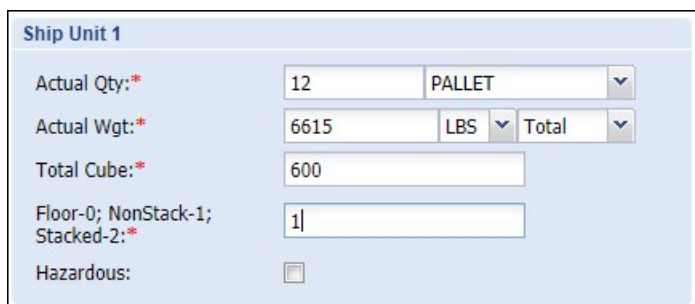
23. At the bottom of the page, in Actual Qty
- Select PALLET if you're shipping the product on pallets and enter the number of pallets.
  - Select FLOOR LOADED CASE if you're floor loading the product. The system calculates the number of cases. You can override the calculated quantity if necessary.



Ship Unit 1

Actual Qty: *	<input type="text"/>	PALLET
Actual Wgt: *	6615	FLOOR LOADED CASE
Total Cube: *	600	PALLET
Floor-0; NonStack-1; Stacked-2: *	<input type="text"/>	
Hazardous:	<input type="checkbox"/>	

24. At the bottom of the page in Actual Wgt, the system calculates the total weight of the shipment in pounds. You can override the calculated shipment weight if necessary.
25. At the bottom of the page in Total Cube, the system calculates the total cube of the shipment in cubic feet. You can override the calculated shipment cube if necessary.
- Enter the total cube of the shipment in cubic feet.
26. At the bottom of the page In Floor-0; NonStack-1; Stacked-2
- Enter 0 if you're floor loading the product.
  - Enter 1 if you're shipping the product on pallets and ARE NOT stacking pallets on top of each other.
  - Enter 2 if you're shipping the product on pallets and ARE stacking pallets on top of each other.



Ship Unit 1

Actual Qty:\* 12 PALLET

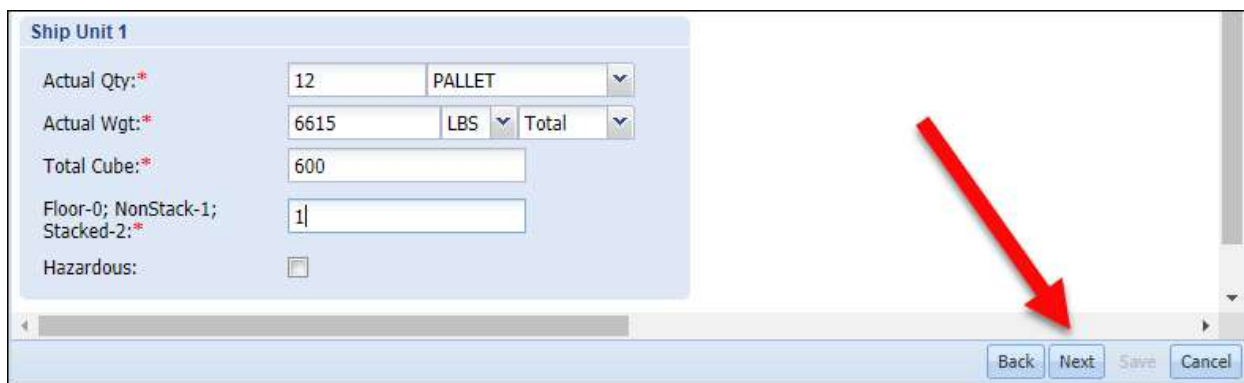
Actual Wgt:\* 6615 LBS Total

Total Cube:\* 600

Floor-0; NonStack-1; Stacked-2:\* 1

Hazardous: ☐

27. At the bottom right of the page, click the Next button.



Ship Unit 1

Actual Qty:\* 12 PALLET

Actual Wgt:\* 6615 LBS Total

Total Cube:\* 600

Floor-0; NonStack-1; Stacked-2:\* 1

Hazardous: ☐

Back Next Save Cancel



28. Enter the following in special instructions
  - a. Carrier Pick Up Reference Number
  - b. Hours of operation
  - c. Special scheduling needs such as 24-48 hour lead time before driver arrives for pickup
29. Enter your Name, Phone and Email.
30. Click the Next button.

The screenshot shows the 'Route Shipment' window in MercuryGate. It contains several sections: 'Orders', 'Summary', 'Special Instructions and Carrier Pick Up Reference Number', 'Contact', and 'Bill To Location'. Red callouts with numbers 1, 2, and 3 are placed over the form. Callout 1 points to the 'Special Instructions' text area. Callout 2 points to the 'Name' field in the 'Contact' section. Callout 3 points to the 'Next' button at the bottom right of the window.

**Route Shipment**

**Orders**

Order References: 418222001 (PurchaseOrder)

OverLapping Ship Dates: 02/01/2020 - 02/07/2020

**Summary**

From: PEACOCK ALLEY (IMP), 2050 POSTAL WAY, DALLAS, TX, 75212, US

To: Dallas Warehouse, 4610 Langland Road, Farmers Branch, TX, 75244, US

Weight: 6615

Quantity: 12

**Special Instructions and Carrier Pick Up Reference Number**

**Contact**

Name:\* Peacock Alley Import User

Phone:\*

Fax:

Email:\* noreply@email.com

**Bill To Location**

Address: Tuesday Morning Corporation  
6250 Lyndon B Johnson Fwy  
Dallas, TX, 75240 US

Contact:

Phone:

Fax:

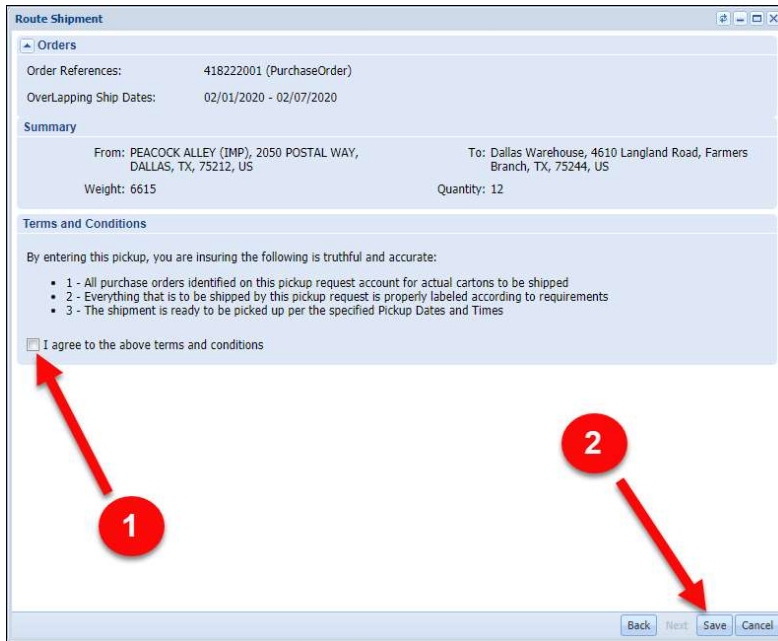
Email:

Comments:

Back Next Save Cancel



31. Read the Terms and Conditions and click the check box to indicate you agree to the Terms and Conditions.
32. Click the Save button.



**Route Shipment**

**Orders**

Order References: 418222001 (PurchaseOrder)  
Overlapping Ship Dates: 02/01/2020 - 02/07/2020

**Summary**

From: PEACOCK ALLEY (IMP), 2050 POSTAL WAY, DALLAS, TX, 75212, US  
Weight: 6615  
To: Dallas Warehouse, 4610 Langland Road, Farmers Branch, TX, 75244, US  
Quantity: 12

**Terms and Conditions**

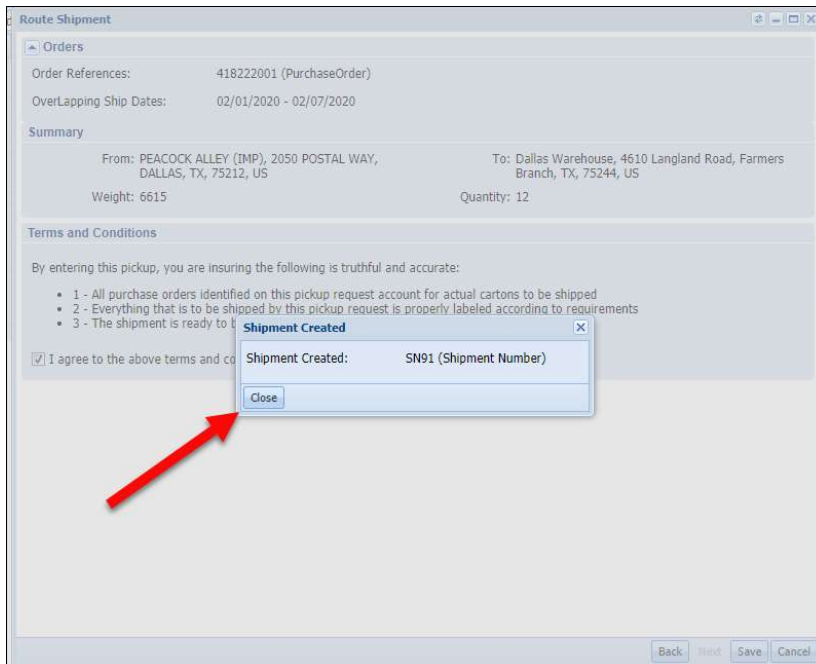
By entering this pickup, you are insuring the following is truthful and accurate:

- 1 - All purchase orders identified on this pickup request account for actual cartons to be shipped
- 2 - Everything that is to be shipped by this pickup request is properly labeled according to requirements
- 3 - The shipment is ready to be picked up per the specified Pickup Dates and Times

☐ I agree to the above terms and conditions

Back Next **Save** Cancel

33. A shipment is created, and your shipment number is displayed.
34. Click the Close button.
35. Tuesday Morning Transportation team is alerted that you have requested routing for your shipment.



**Route Shipment**

**Orders**

Order References: 418222001 (PurchaseOrder)  
Overlapping Ship Dates: 02/01/2020 - 02/07/2020

**Summary**

From: PEACOCK ALLEY (IMP), 2050 POSTAL WAY, DALLAS, TX, 75212, US  
Weight: 6615  
To: Dallas Warehouse, 4610 Langland Road, Farmers Branch, TX, 75244, US  
Quantity: 12

**Terms and Conditions**

By entering this pickup, you are insuring the following is truthful and accurate:

- 1 - All purchase orders identified on this pickup request account for actual cartons to be shipped
- 2 - Everything that is to be shipped by this pickup request is properly labeled according to requirements
- 3 - The shipment is ready to be picked up per the specified Pickup Dates and Times

☒ I agree to the above terms and conditions

**Shipment Created**

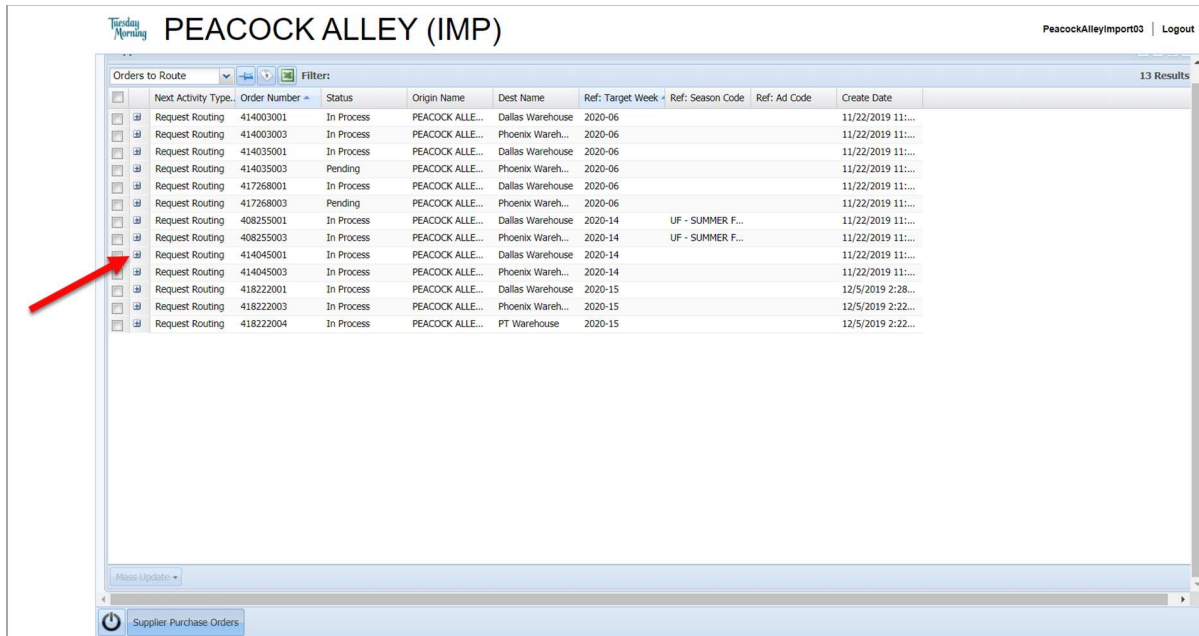
Shipment Created: SN91 (Shipment Number)

Close

Back Next Save Cancel

## Determine which Carrier will pick up your Shipment

1. Click the Expand icon  beside your PO.



**PEACOCK ALLEY (IMP)**

PeacockAlleyImport03 | Logout

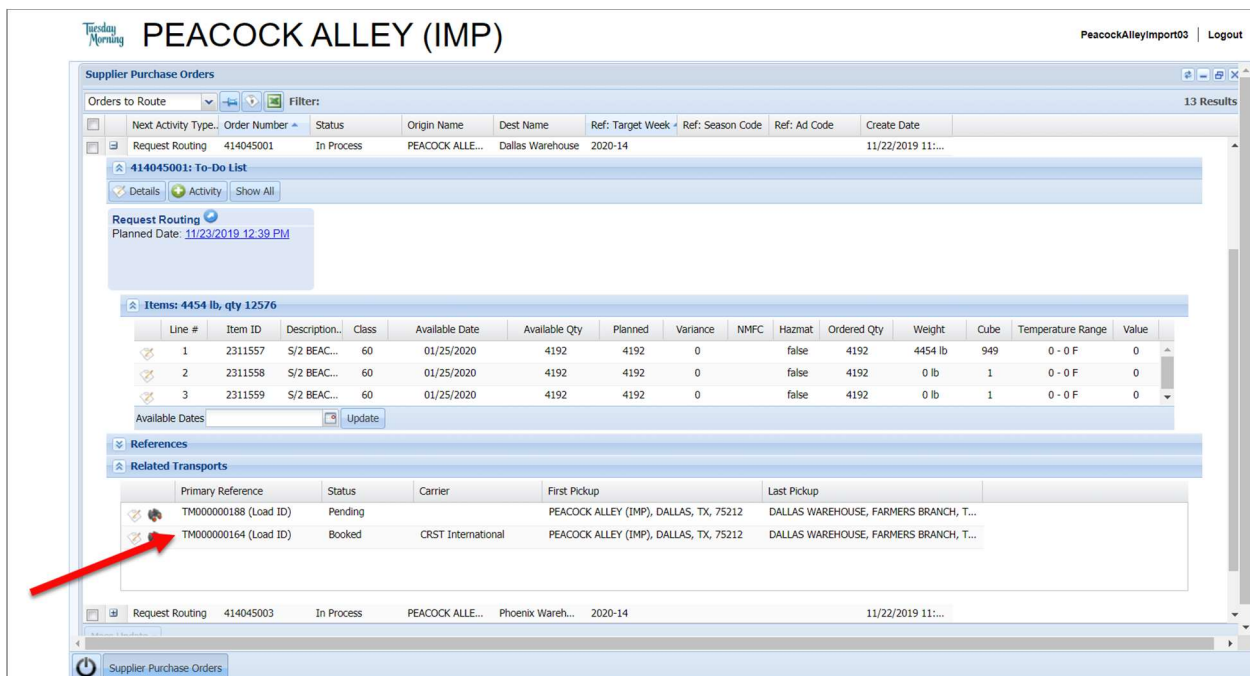
13 Results

Next Activity Type	Order Number	Status	Origin Name	Dest Name	Ref: Target Week	Ref: Season Code	Ref: Ad Code	Create Date
Request Routing	414003001	In Process	PEACOCK ALLE...	Dallas Warehouse	2020-06			11/22/2019 11:...
Request Routing	414003003	In Process	PEACOCK ALLE...	Phoenix Wareh...	2020-06			11/22/2019 11:...
Request Routing	414035001	In Process	PEACOCK ALLE...	Dallas Warehouse	2020-06			11/22/2019 11:...
Request Routing	414035003	Pending	PEACOCK ALLE...	Phoenix Wareh...	2020-06			11/22/2019 11:...
Request Routing	417268001	In Process	PEACOCK ALLE...	Dallas Warehouse	2020-06			11/22/2019 11:...
Request Routing	417268003	Pending	PEACOCK ALLE...	Phoenix Wareh...	2020-06			11/22/2019 11:...
Request Routing	408255001	In Process	PEACOCK ALLE...	Dallas Warehouse	2020-14	UF - SUMMER F...		11/22/2019 11:...
Request Routing	408255003	In Process	PEACOCK ALLE...	Phoenix Wareh...	2020-14	UF - SUMMER F...		11/22/2019 11:...
Request Routing	414045001	In Process	PEACOCK ALLE...	Dallas Warehouse	2020-14			11/22/2019 11:...
Request Routing	414045003	In Process	PEACOCK ALLE...	Phoenix Wareh...	2020-14			11/22/2019 11:...
Request Routing	418222001	In Process	PEACOCK ALLE...	Dallas Warehouse	2020-15			12/5/2019 2:28...
Request Routing	418222003	In Process	PEACOCK ALLE...	Phoenix Wareh...	2020-15			12/5/2019 2:22...
Request Routing	418222004	In Process	PEACOCK ALLE...	PT Warehouse	2020-15			12/5/2019 2:22...

Supplier Purchase Orders

2. In Related Transports, the loads created by Tuesday Morning for your PO are listed with the assigned carrier and each load's status.

If you don't see any loads listed, this indicates that Tuesday Morning Transportation has not yet created them.



**PEACOCK ALLEY (IMP)**

PeacockAlleyImport03 | Logout

13 Results

Supplier Purchase Orders

Orders to Route

Next Activity Type	Order Number	Status	Origin Name	Dest Name	Ref: Target Week	Ref: Season Code	Ref: Ad Code	Create Date
Request Routing	414045001	In Process	PEACOCK ALLE...	Dallas Warehouse	2020-14			11/22/2019 11:...

**414045001: To-Do List**

Details Activity Show All

**Request Routing**

Planned Date: 11/23/2019 12:39 PM

**Items: 4454 lb, qty 12576**

Line #	Item ID	Description	Class	Available Date	Available Qty	Planned	Variance	NMFC	Hazmat	Ordered Qty	Weight	Cube	Temperature Range	Value
1	2311557	S/2 BEAC...	60	01/25/2020	4192	4192	0		false	4192	4454 lb	949	0 - 0 F	0
2	2311558	S/2 BEAC...	60	01/25/2020	4192	4192	0		false	4192	0 lb	1	0 - 0 F	0
3	2311559	S/2 BEAC...	60	01/25/2020	4192	4192	0		false	4192	0 lb	1	0 - 0 F	0

Available Dates Update

**References**

**Related Transports**

Primary Reference	Status	Carrier	First Pickup	Last Pickup
TM000000188 (Load ID)	Pending		PEACOCK ALLEY (IMP), DALLAS, TX, 75212	DALLAS WAREHOUSE, FARMERS BRANCH, T...
TM000000164 (Load ID)	Booked	CRST International	PEACOCK ALLEY (IMP), DALLAS, TX, 75212	DALLAS WAREHOUSE, FARMERS BRANCH, T...

Request Routing 414045003 In Process PEACOCK ALLE... Phoenix Wareh... 2020-14 11/22/2019 11:...

Supplier Purchase Orders

## Load Statuses


Status	Description
Pending	Tuesday Morning has received your shipment's routing request
Scheduled	Tuesday Morning has created a load but it has not yet been tendered to a carrier
Rated	Tuesday Morning has rated the shipment for the preferred carrier but it has not yet been tendered to a carrier
Tendered	Tuesday Morning has tendered the shipment to a carrier
Booked	Carrier has accepted the shipment
In Transit	Carrier has informed Tuesday Morning that the shipment has been picked up from the vendor
Delivered	Carrier has informed Tuesday Morning that the shipment has been delivered to the destination facility

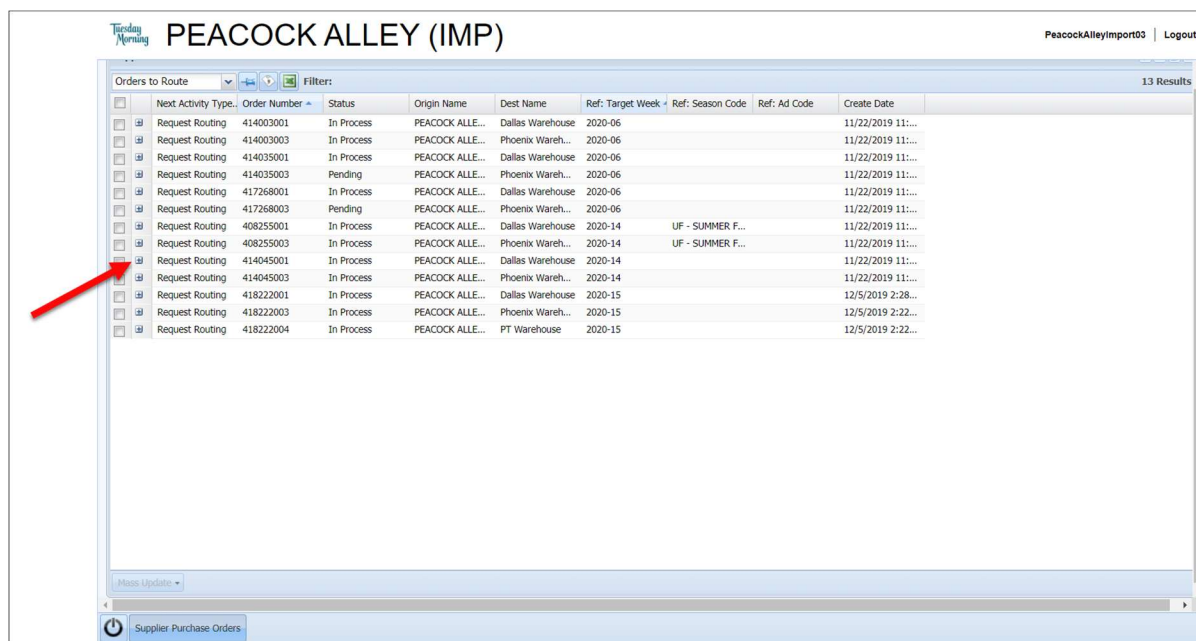
## Print your Vendor Authorization Form and BOL

After your shipment has been tendered by a Tuesday Morning Transportation team member to a carrier and the carrier has accepted it, you will receive an email with the Vendor Authorization Form and BOL attached to it.

Your Vendor Authorization Form and BOL is automatically emailed to your company's contacts.

If you haven't received the email or don't have access to the email account, you can print your PO's Vendor Authorization Form and BOL using the following steps.

1. Click the Expand icon  beside your PO.



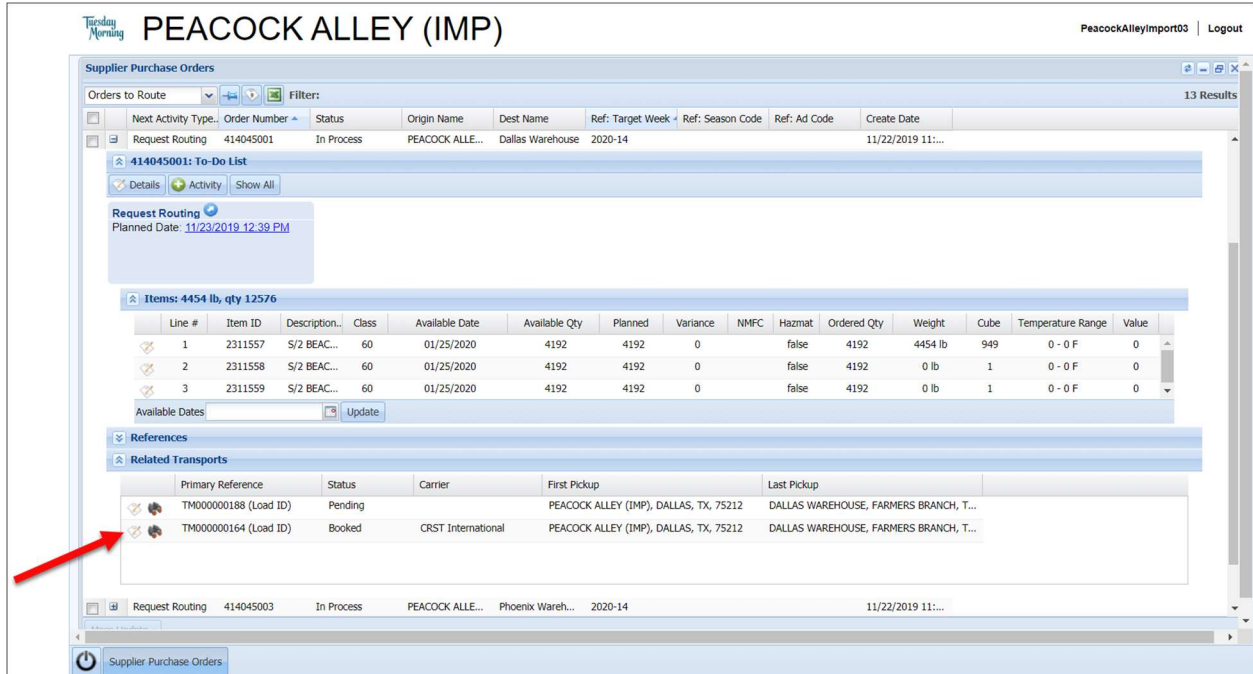
The screenshot shows the Tuesday Morning Peacock Alley (IMP) interface. The title bar includes the Tuesday Morning logo, the text "PEACOCK ALLEY (IMP)", and a user name "PeacockAlleyImport03" with a "Logout" link. Below the title bar is a "Filter:" section with a search icon and a "Filter:" label. The main area displays a table of orders with columns: Next Activity Type, Order Number, Status, Origin Name, Dest Name, Ref: Target Week, Ref: Season Code, Ref: Ad Code, and Create Date. There are 13 results shown. A red arrow points to the expand icon (a small square with a plus sign) next to the first order in the list.

Next Activity Type	Order Number	Status	Origin Name	Dest Name	Ref: Target Week	Ref: Season Code	Ref: Ad Code	Create Date
Request Routing	414003001	In Process	PEACOCK ALLE...	Dallas Warehouse	2020-06			11/22/2019 11:...
Request Routing	414003003	In Process	PEACOCK ALLE...	Phoenix Wareh...	2020-06			11/22/2019 11:...
Request Routing	414035001	In Process	PEACOCK ALLE...	Dallas Warehouse	2020-06			11/22/2019 11:...
Request Routing	414035003	Pending	PEACOCK ALLE...	Phoenix Wareh...	2020-06			11/22/2019 11:...
Request Routing	417268001	In Process	PEACOCK ALLE...	Dallas Warehouse	2020-06			11/22/2019 11:...
Request Routing	417268003	Pending	PEACOCK ALLE...	Phoenix Wareh...	2020-06			11/22/2019 11:...
Request Routing	408255001	In Process	PEACOCK ALLE...	Dallas Warehouse	2020-14	UF - SUMMER F...		11/22/2019 11:...
Request Routing	408255003	In Process	PEACOCK ALLE...	Phoenix Wareh...	2020-14	UF - SUMMER F...		11/22/2019 11:...
Request Routing	414045001	In Process	PEACOCK ALLE...	Dallas Warehouse	2020-14			11/22/2019 11:...
Request Routing	414045003	In Process	PEACOCK ALLE...	Phoenix Wareh...	2020-14			11/22/2019 11:...
Request Routing	418222001	In Process	PEACOCK ALLE...	Dallas Warehouse	2020-15			12/5/2019 2:28...
Request Routing	418222003	In Process	PEACOCK ALLE...	Phoenix Wareh...	2020-15			12/5/2019 2:22...
Request Routing	418222004	In Process	PEACOCK ALLE...	PT Warehouse	2020-15			12/5/2019 2:22...

At the bottom of the interface, there is a "Mass Update" button and a "Supplier Purchase Orders" button.

- In Related Transports, the loads created by Tuesday Morning for your PO are listed with the assigned carrier and each load's status.

Click the Edit icon  beside your load.



**PEACOCK ALLEY (IMP)**

Supplier Purchase Orders

Orders to Route: 13 Results

Next Activity Type	Order Number	Status	Origin Name	Dest Name	Ref: Target Week	Ref: Season Code	Ref: Ad Code	Create Date
Request Routing	414045001	In Process	PEACOCK ALLE...	Dallas Warehouse	2020-14			11/22/2019 11:...

**414045001: To-Do List**

Request Routing  
Planned Date: 11/23/2019 12:39 PM

**Items: 4454 lb, qty 12576**

Line #	Item ID	Description...	Class	Available Date	Available Qty	Planned	Variance	NMFC	Hazmat	Ordered Qty	Weight	Cube	Temperature Range	Value
1	2311557	S/2 BEAC...	60	01/25/2020	4192	4192	0		false	4192	4454 lb	949	0 - 0 F	0
2	2311558	S/2 BEAC...	60	01/25/2020	4192	4192	0		false	4192	0 lb	1	0 - 0 F	0
3	2311559	S/2 BEAC...	60	01/25/2020	4192	4192	0		false	4192	0 lb	1	0 - 0 F	0

Available Dates:  Update

**References**

**Related Transports**

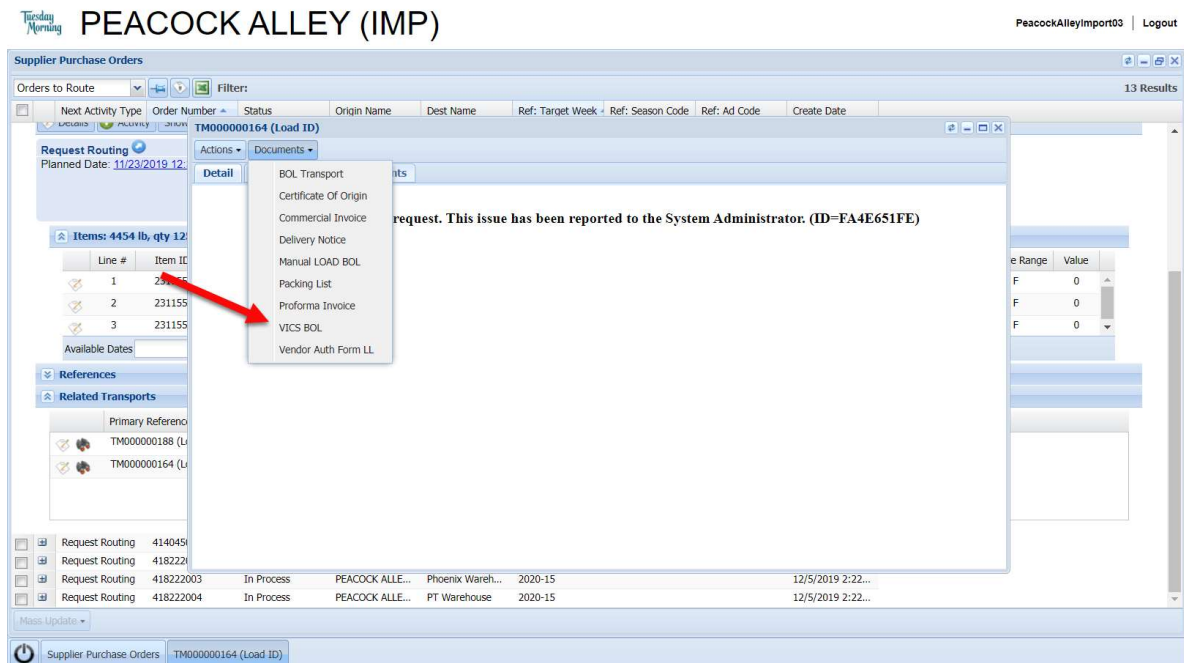
Primary Reference	Status	Carrier	First Pickup	Last Pickup
TM000000188 (Load ID)	Pending		PEACOCK ALLEY (IMP), DALLAS, TX, 75212	DALLAS WAREHOUSE, FARMERS BRANCH, T...
TM000000164 (Load ID)	Booked	CRST International	PEACOCK ALLEY (IMP), DALLAS, TX, 75212	DALLAS WAREHOUSE, FARMERS BRANCH, T...

Request Routing 414045003 In Process PEACOCK ALLE... Phoenix Wareh... 2020-14 11/22/2019 11:...

Supplier Purchase Orders

- To get the BOL  
Click Documents > VICS BOL

The BOL is downloaded as a pdf to your browser



**PEACOCK ALLEY (IMP)**

Supplier Purchase Orders

Orders to Route: 13 Results

Request Routing  
Planned Date: 11/23/2019 12:39 PM

**Items: 4454 lb, qty 12576**

Available Dates:  Update

**References**

**Related Transports**

Primary Reference

TM000000188 (Load ID)
TM000000164 (Load ID)

Request Routing 414045003 In Process PEACOCK ALLE... Phoenix Wareh... 2020-14 11/22/2019 11:...

Request Routing 418222003 In Process PEACOCK ALLE... Phoenix Wareh... 2020-15 12/5/2019 2:22...

Request Routing 418222004 In Process PEACOCK ALLE... PT Warehouse 2020-15 12/5/2019 2:22...

Supplier Purchase Orders TM000000164 (Load ID)

**Documents**

- BOL Transport
- Certificate of Origin
- Commercial Invoice
- Delivery Notice
- Manual LOAD BOL
- Packing List
- Proforma Invoice
- VICS BOL
- Vendor Auth Form LL

request. This issue has been reported to the System Administrator. (ID=FA4E651FE)

- To get the Vendor Authorization Form  
Click Documents > Vendor Authorization Form LL

The Vendor Authorization Form is downloaded as a pdf to your browser

Tuesday Morning **PEACOCK ALLEY (IMP)** PeacockAlleyImport03 | Logout

Supplier Purchase Orders

Orders to Route: Filter: 13 Results

Next Activity Type Order Number Status Origin Name Dest Name Ref: Target Week Ref: Season Code Ref: Ad Code Create Date

TM000000164 (Load ID)

Request Routing  
Planned Date: 11/23/2019 12:00:00

Items: 4454 lb, qty 12

Line #	Item ID
1	231155
2	231155
3	231155

Available Dates

References

Related Transports

Primary Reference

TM000000188 (L)
TM000000164 (L)

Request Routing 414045

Request Routing 418222

Request Routing 418222003 In Process PEACOCK ALLE... Phoenix Wareh... 2020-15 12/5/2019 2:22...

Request Routing 418222004 In Process PEACOCK ALLE... PT Warehouse 2020-15 12/5/2019 2:22...

Mass Update

Supplier Purchase Orders TM000000164 (Load ID)

Actions Documents

- BOL Transport
- Certificate Of Origin
- Commercial Invoice
- Delivery Notice
- Manual LOAD BOL
- Packing List
- Proforma Invoice
- VICS BOL
- Vendor Auth Form LL

request. This issue has been reported to the System Administrator. (ID=FA4E651FE)

Value Range Value

F	0
F	0
F	0

## Example Vendor Authorization Form

**Ship to:** Dallas Warehouse  
4610 Langland Road

**Phone:** (800) 457-0101  
**Email:** tms@tuesdaymorning.com

Farmers Branch, TX 75244 US

**TO ALL VENDORS:**

This document is to be used along with your Bill of Lading. Please fill this out and email back after the trailer has been loaded.

**ATTN:** INBOUND [TMS@tuesdaymorning.com](mailto:TMS@tuesdaymorning.com) **LOAD #'s:** TM000000164

**Requested Pickup Date:** \_\_\_\_\_ **Carrier will contact you within 3 business days to arrange for pickup**

**Attention:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

**Tuesday Morning Auth #** SN109 **Ship #'s** SO275

**Tuesday Morning Purchase Order #** 414045001

**Carrier:** CRST International - SCAC: CRPS **Phone Number:** \_\_\_\_\_

**Carrier Instructions:** 27 Non-Stack Pallet(s) / 2700.0 cu ft / 30000lb / 8384 pcs

(The carrier will call to schedule an appointment for the above Authorization Number.)

**Pickup Date:** \_\_\_\_\_ **Appointment Time:** \_\_\_\_\_ **To** \_\_\_\_\_

**Arrival Time:** \_\_\_\_\_ **Departure Time:** \_\_\_\_\_

Carrier pickup appointments are suggested to avoid possible driver detention fees, please load trucks within 2 hours. If floor loading please have them install either straps or load locks after loading.

To avoid a charge back, make sure a packing list is attached to the last pallets loaded on the trailer. If floor loading match packing list to the last carton loaded on the trailer.  
**DO NOT** give packing list to the driver.

**Vendors and Drivers Must Complete Selection Below**

*Please print clearly*

**Was a seal on the trailer?** Yes \_\_\_\_\_ No \_\_\_\_\_ **Carrier Trailer Number** \_\_\_\_\_

**Seal # on the trailer upon arrival** \_\_\_\_\_

**Your seal#** \_\_\_\_\_ **PO Completed** Yes \_\_\_\_\_ No \_\_\_\_\_

**Carton Count** \_\_\_\_\_ **Pallet Count** \_\_\_\_\_ **Weight** \_\_\_\_\_

**Shippers Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Drivers Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**IF PO is not complete call the Tuesday Morning Traffic Department**

Phone # (800) 457-0101, select option 2 for Inbound.  
Then select the extension for the region you are in.  
West Coast x 4345 Midwest x 7027 East Coast x 7027



Example BOL

**Tuesday Morning**

Date: 01/14/2020 11:47 EST      **BOL: TM000000164**

TYPE	STOP	LOCATION	DATE
Pickup	1	PEACOCK ALLEY (MP) 2050 POSTAL WAY DALLAS, TX 75232 US Contact: 05 Phone: 111 Email: 099	Planned Date: 01/25/2020 00:00 01/31/2020 00:00
Drop	2	Dallas Warehouse 4610 Langland Road Farmers Branch, TX 75244 US Contact: Becky Wilson Phone: 800.457.0101 Opt 3 Email: beckywi@tuesdaymorning.com	Planned Date: 01/25/2020 00:00 01/31/2020 00:00

**CARRIER**

CRST International - SCAC: CRPS

**THIRD PARTY FREIGHT CHARGES BILL TO**

Tuesday Morning Corporation

Shipment ID: SK209      **PRO Number:** WHEEEE      **Address:** 6250 Lyndon B Johnson Fwy

**Trailer/Seal Number(s):**      **City/State/Zip:** Dallas, TX 75240

**Cust Pickup #:**      **Purchase Order(s):** 414045001      **Freight Charge Terms:** Prepaid (Prepaid Unless Noted Otherwise)

☐ **Master Bill of Lading: With attached Underlying Bills of Lading**

**SPECIAL INSTRUCTIONS (DELIVERY/CARRIER)**

HP

**CARRIER INFORMATION**

HANDLING UNIT	PACKAGE	WEIGHT	COMMODITY DESCRIPTION	LTL ONLY			
QTY	TYPE	QTY	TYPE	WEIGHT	COMMODITY DESCRIPTION	NMFC #	CLASS
27.0	PALLET	8384.0	PCS	30000.00	Excessively heavy special or additional rate or selection in handling or stacking must be so marked and packaged as to ensure safe transportation with ordinary care. See Section 2(a) of NMFC Item 300.		50.0
27.0		8384.0		30000.00	No Description		
				<b>GRAND TOTAL</b>			

**NOTE:** Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. 14706(c)(1)(A) and (B).

RECEIVED subject to the classification and tariffs in effect on the date of the issue of the Bill of Lading, the property described above and to appear good order except as noted (contents and condition of the contents of packages unknown), marked, consigned, and delivered, as indicated, above which said carrier (the vessel carrier being understood throughout this contract as meaning the carrier or corporation in possession of the property) under the contract agrees to carry to its usual place of delivery of said destination. If such rate, allowance or liability is carried on the Bill of Lading, the carrier, hereby certifies that he is familiar with all of the Bill of Lading terms and conditions including those set forth in the governing classification of the shipment and is hereby agreed to by the shipper and accepted by the carrier and the shipper.

**SHIPPER SIGNATURE / DATE**      **CARRIER SIGNATURE / PICKUP DATE**

This is to certify that the above named materials are properly counted, packaged, marked and labeled, and are in proper condition for transportation. Any discrepancy or loss or damage to the goods or property described above is received in good order, except as noted.

Store Signature

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**Tuesday Morning**

**\*\* Driver \*\* -Please Confirm STORE MANAGER Receives Correct Drop Receipt!**

Information: Customer PO #: Order Number: SCAC: CRPS

Load ID #: TM000000164

TYPE	STOP	Customer Information	DATE
Regular	2	Dallas Warehouse 4610 Langland Road Farmers Branch, TX 75244 US Contact: Becky Wilson Phone: 800.457.0101 Opt 3 Email: beckywi@tuesdaymorning.com	Planned Date: 01/25/2020 00:00 01/31/2020 00:00

STORE Signature \_\_\_\_\_ Date/Time \_\_\_\_\_

DRIVER Signature \_\_\_\_\_ Date/Time \_\_\_\_\_

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## Helpful Hints

### Setting the Purchase Orders Portlet to be More Easily Visible

If you want the Purchase Orders portlet to be visible when you log into MercuryGate, you can position it as you like and save the positioning using the following steps.

1. Position the Purchase Orders portlet as desired. You can maximize, minimize, or resize any portlet using the buttons at the top right of each portlet.

Minimize



Maximize



Resize


Drag the edges of any portlet

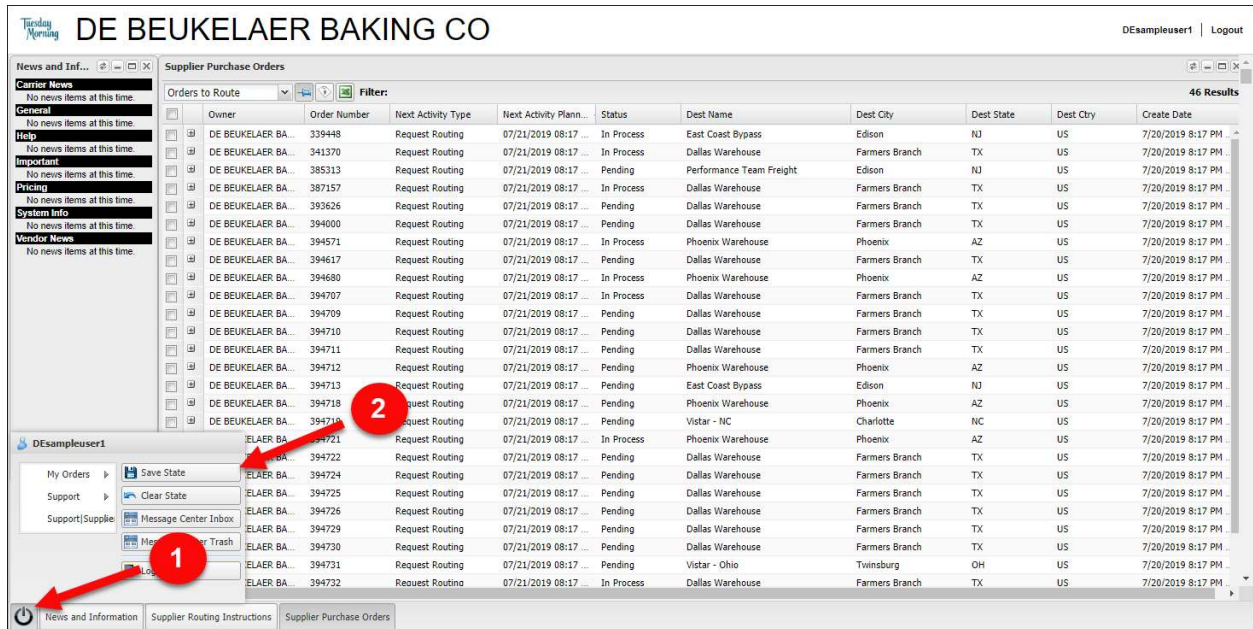
The screenshot shows the MercuryGate interface for 'DE BEUKELAER BAKING CO'. The 'Supplier Purchase Orders' portlet is visible, displaying a table of orders. A red arrow points to the maximize button in the portlet's title bar.

Owner	Order Number	Next Activity Type	Next Activity Plan...	Status	Dest Name
DE BEUKELAER BA...	339448	Request Routing	07/21/2019 08:17 ...	In Process	East Coast Bypass
DE BEUKELAER BA...	341370	Request Routing	07/21/2019 08:17 ...	In Process	Dallas Warehouse
DE BEUKELAER BA...	385313	Request Routing	07/21/2019 08:17 ...	Pending	Performance Team Freight
DE BEUKELAER BA...	387157	Request Routing	07/21/2019 08:17 ...	In Process	Dallas Warehouse
DE BEUKELAER BA...	393626	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse
DE BEUKELAER BA...	394000	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse
DE BEUKELAER BA...	394571	Request Routing	07/21/2019 08:17 ...	In Process	Phoenix Warehouse
DE BEUKELAER BA...	394617	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse
DE BEUKELAER BA...	394680	Request Routing	07/21/2019 08:17 ...	In Process	Phoenix Warehouse
DE BEUKELAER BA...	394707	Request Routing	07/21/2019 08:17 ...	In Process	Dallas Warehouse
DE BEUKELAER BA...	394709	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse
DE BEUKELAER BA...	394710	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse
DE BEUKELAER BA...	394711	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse
DE BEUKELAER BA...	394712	Request Routing	07/21/2019 08:17 ...	Pending	Phoenix Warehouse
DE BEUKELAER BA...	394713	Request Routing	07/21/2019 08:17 ...	Pending	East Coast Bypass
DE BEUKELAER BA...	394718	Request Routing	07/21/2019 08:17 ...	Pending	Phoenix Warehouse
DE BEUKELAER BA...	394719	Request Routing	07/21/2019 08:17 ...	Pending	Vistar - NC
DE BEUKELAER BA...	394721	Request Routing	07/21/2019 08:17 ...	In Process	Phoenix Warehouse
DE BEUKELAER BA...	394722	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse
DE BEUKELAER BA...	394724	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse
DE BEUKELAER BA...	394725	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse
DE BEUKELAER BA...	394726	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse
DE BEUKELAER BA...	394729	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse
DE BEUKELAER BA...	394730	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse
DE BEUKELAER BA...	394731	Request Routing	07/21/2019 08:17 ...	Pending	Vistar - Ohio
DE BEUKELAER BA...	104737	Request Routing	07/21/2019 08:17 ...	In Process	Dallas Warehouse

The screenshot shows the MercuryGate interface for 'DE BEUKELAER BAKING CO'. The 'Supplier Purchase Orders' portlet is visible, displaying a table of orders. A red arrow points to the edge of the portlet, indicating where to place the cursor to drag and resize.

Owner	Order Number	Next Activity Type	Next Activity Plan...	Status	Dest Name	Dest City	Dest State	Dest Ctry	Create Date
DE BEUKELAER BA...	339448	Request Routing	07/21/2019 08:17 ...	In Process	East Coast Bypass	Edison	NJ	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	341370	Request Routing	07/21/2019 08:17 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	385313	Request Routing	07/21/2019 08:17 ...	Pending	Performance Team Freight	Edison	NJ	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	387157	Request Routing	07/21/2019 08:17 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	393626	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394000	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394571	Request Routing	07/21/2019 08:17 ...	In Process	Phoenix Warehouse	Phoenix	AZ	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394617	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394680	Request Routing	07/21/2019 08:17 ...	In Process	Phoenix Warehouse	Phoenix	AZ	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394707	Request Routing	07/21/2019 08:17 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394710	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394711	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394712	Request Routing	07/21/2019 08:17 ...	Pending	Phoenix Warehouse	Phoenix	AZ	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394713	Request Routing	07/21/2019 08:17 ...	Pending	East Coast Bypass	Edison	NJ	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394718	Request Routing	07/21/2019 08:17 ...	Pending	Phoenix Warehouse	Phoenix	AZ	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394719	Request Routing	07/21/2019 08:17 ...	Pending	Vistar - NC	Charlotte	NC	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394721	Request Routing	07/21/2019 08:17 ...	In Process	Phoenix Warehouse	Phoenix	AZ	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394722	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394724	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394725	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394726	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394729	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394730	Request Routing	07/21/2019 08:17 ...	Pending	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394731	Request Routing	07/21/2019 08:17 ...	Pending	Vistar - Ohio	Twinsburg	OH	US	7/20/2019 8:17 PM
DE BEUKELAER BA...	394732	Request Routing	07/21/2019 08:17 ...	In Process	Dallas Warehouse	Farmers Branch	TX	US	7/20/2019 8:17 PM

- Click the Power icon. 
- Click the Save State button.



DE BEUKELAER BAKING CO

DEsampleuser1 | Logout

News and Inf... 