

# Shipping To AAFES Overseas Facilities FOB Origin Freight Terms

## CONUS Vendors shipping to Overseas Stores or Distribution Centers

**SMALL PACKAGE ROUTING** - If the total shipment is less than 200lbs and less than 15 cubic feet, ship via the small package carrier specified on the purchase order direct to the location designated in the "ship-to" area of the purchase order.

Do not ship via United States Postal Service or small package carrier to a Less-Than-Truckload Consolidation Center.

**LESS-THAN-TRUCKLOAD (LTL)** - If the total shipment is greater than 200lbs or greater than 15 cubic feet but less than 5,000 lbs. and less than 700 cubic feet, ship via the commercial carrier specified on the purchase order directly to the Distribution Center or Consolidation Center designated in the "ship-to" location of the purchase order.

**TRUCKLOAD (TL)** - If the total shipment is greater than 5,000 lbs. or greater than 700 cubic feet, you must call the AAFES Logistics department 14-days prior to the contractor ship date for routing instructions. The telephone number to call will be specified on the purchase order.

**FREIGHT TERMS** - (LTL and TL) - Charges are to be Collect 3<sup>rd</sup> Party bill to:

AAFES Logistics  
PO BOX 660202  
Dallas, TX 75266-0202.

**FREIGHT TERMS** - (Small Package) - Charges are to be COLLECT.

The Carriers will bill AAFES direct.

# Shipping to AAFES Overseas Facilities FOB Destination Freight Terms

## CONUS Vendors shipping to Overseas Stores or Distribution Centers

**SMALL PACKAGE ROUTING** - If the total shipment is less than 200lbs and less than 15 cubic feet, mail via the United States Postal Service, providing that each carton meets the US Postal measurement requirements, direct to the Store or Distribution Center facility designated in the "ship-to" location of the purchase order.

**LESS-THAN-TRUCKLOAD (LTL)** - If the total shipment is greater than 200lbs or greater than 15 cubic feet but less than 5,000 lbs. and less than 700 cubic feet, AAFES encourages the use of the AAFES preferred commercial carrier, listed in the routing block of the purchase order, directly to the Distribution Center or Consolidation Center designated in the "ship-to" location of the purchase order.

**TRUCKLOAD (TL)** - If the total shipment is greater than 5,000 lbs. or greater than 700 cubic feet, you must call the AAFES Logistics department 14-days prior to the contractor ship date for routing instructions. The telephone number to call will be specified on the purchase order.

**FREIGHT TERMS** - Vendor is to pay the freight bill.

[Back to top](#)

## Special Instructions or Routing Messages

**Carrier Delivery Appointment** - All AAFES Distribution Centers require that any commercial carrier making a delivery call in advance for an appointment.

For carrier delivery appointment to the Dan Daniel Distribution Center - (757) 888-2845 or 2846

For carrier delivery appointment to the Fashion Distribution Facility - (757) 888-2906

For carrier delivery appointment to the Atlanta Distribution Center - (404) 469-5152

For carrier delivery appointment to the Waco Distribution Center - (254) 666-8540

For carrier delivery appointment to the West Coast Distribution Center - (209) 234-3735

**Call AAFES Logistics for Routing - Telephone numbers** - The following telephone numbers to the AAFES Logistics Routing Section should only be called if instructed to do so in the routing instructions on the purchase order.

### **For Overseas Shipments (Less-Than-Container Loads - Dry Cargo Only)**

Vendors shipping out of the following states of CT, DC, DE, MA, MD, ME, NH, NJ, NY, PA, RI, VA, VT, WV and Canada Call (214) 312-3858

Vendors shipping out of the following states of AZ, CA, CO, ID, MT, NM, NV, OR, UT, WA, and WY Call (214) 312-3075

Vendors shipping out of the following states of AL, FL, GA, KY, MI, NC, OH, SC, and TN Call (214) 312-3123

Vendors shipping out of the following states of AR, IA, IL, IN, KS, LA, MN, MO, MS, ND, NE, OK, SD, TX, and WI Call (214) 312-3860

### **For Overseas Shipments (Container Loads – Dry Cargo Only)**

Dry Cargo - Call (214) 312-2915 14-days prior to the contractor ship date.

### **For Overseas Shipments (Container Loads and Less-Than-Container Loads – Refer Cargo Only)**

Refrigerated Cargo - Call (214) 312-2947 14-days prior to the contractor ship date.

[Back to top](#)

## **AAFES OVERSEAS WAREHOUSE VMI PURCHASE ORDER LOGISTICS INFORMATION (\*)**

(\*) These instructions are to be used for Warehouse VMI orders only.

Warehouse VMI orders are orders containing the number 8 in the 7th position of the AAFES 10 digit purchase order number.

**PROTECT FROM HEAT/CHILL/FREEZ CARGO**

All shipments, regardless of size or FOB terms, Call AAFES TRANSPORTATION CENTER at the number below for routing information 7-Days prior to ship date.

ATC PHONE NUMBER – 214-312-2947

## **GENERAL CARGO**

**SMALL PARCEL** - LESS THAN 200 LBS. AND 15 CUBIC FEET AND MEET US POSTAL REGULATIONS.

FOB DESTINATION VENDORS, SHIP TO THE OVERSEAS APO ADDRESS USING THE UNITED STATES POSTAL SERVICE. CONTACT THE CONTRACTING OFFICER FOR THE APO ADDRESS. ALL PACKAGES MUST INCLUDE THE APO ADDRESS, THE ORDER NUMBER AND THE STATEMENT, "CONTENTS FOR OFFICIAL USE, EXEMPT CUSTOMS REQUIREMENTS." FOB ORIGIN VENDORS, CALL AAFES LOGISTICS FOR ROUTING

**LESS THAN TRUCKLOAD (LTL)** - OVER 200 LBS. OR OVER 15 CUBIC FEET.

**FOB DESTINATION SHIPMENTS** - SHIP THE FREIGHT AS DESCRIBED IN (A) AND (B) BELOW. THE VENDOR CHOOSES THE CARRIER. WE ENCOURAGE THE USE OF THE AAFES PREFERRED CARRIERS. CALL 214-312-3017 FOR A LIST OF AAFES PREFERRED CARRIERS.

**FOB ORIGIN SHIPMENTS** - SHIP THE FREIGHT AS DESCRIBED IN (A) AND (B) BELOW. USE THE CARRIERS ASSIGNED ON THE VMI ROUTING GUIDE FOR THE CONUS DISTRIBUTION CENTERS, EXCEPT CUSTOMS BONDED LIQUOR (SEE BELOW). PLEASE NOTE ON THE BILL OF LADING THAT CARRIER DELIVERY APPOINTMENT IS REQUIRED.

(A) FOR THE EUROPE DISTRIBUTION CENTER (GIESSEN GERMANY) and PUERTO RICO, SHIP TO:

DAN DANIEL TRANSSHIP BRANCH  
AAFES DAN DANIEL DC  
SHIPPING DOOR 85  
233 ENTERPRISE DRIVE  
NEWPORT NEWS VA 23603

(B) FOR THE PACIFIC DISTRIBUTION CENTERS (JAPAN, KOREA, OKINAWA, HAWAII), SHIP TO:

AAFES WCDC TRANSSHIP                      WAREHOUSE  
BLDG 550 700 E ROTH RD  
SHARPE ARMY DEPOT  
FRENCH CAMP CA 95231

**CONTAINER LOAD (CL)** - OVER 5,000 LBS. OR 700 CUBIC FEET. REGARDLESS OF FOB TERMS CALL AAFES TRANSPORTATION CENTER FOR ROUTING INFORMATION SEVEN DAYS PRIOR TO SHIP DATE.

ATC PHONE NUMBER: 214-312-2915

**CONTAINER LOAD AND LESS THAN TRUCK LOAD SHIPMENTS MUST FOLLOW THE "MARK FOR" INSTRUCTIONS LISTED BELOW.**

**"MARK FOR" INSTRUCTIONS:**

(A) SAMPLE INSTRUCTIONS FOR LTL AND CL SHIPMENTS:

TCN \_\_\_\_\_ (see paragraph (B) below)  
DC Name \_\_\_\_\_  
7-DIGIT FACILITY NO. \_\_\_\_\_  
10 - DIGIT PO NO. \_\_\_\_\_

(B) THE TRANSPORTATION CONTROL NUMBER (TCN) IS DEVELOPED BY COMBINING THE FACILITY DEPARTMENT OF DEFENSE ACTIVITY ADDRESS CODE (DODAAC) WITH THE LAST EIGHT NUMBERS OF THE AAFES ORDER NUMBER.

OBTAIN THE DODAAC FROM THE AAFES FACILITY LISTING ON  
<http://www.aafes.com/edi/doc/aafeslisting.htm>

FOR EXAMPLE, A COMPLETE "MARK FOR" AGAINST ORDER 12-9999-9999, GIESSEN DISTRIBUTION CENTER WOULD BE:

TCN HX8AAW 9999-9999  
GIESSEN DC  
FACILITY # 1339992  
12-9999-9999

**NOTE - FOR LTL SHIPMENTS OF CUSTOM BONDED LIQUOR, PLEASE USE OVERNITE TRANSPORTATION COMPANY OR YELLOW FRIEGHT SYSTEM.**

# **AAFES Logistics Customer Service Contacts**

## **TRANSPORTATION**

**Domestic Traffic Customer Service Office: (214) 312-3015**

International Traffic Customer Service Office: **(214) 312-2876**

## **CONUS DISTRIBUTION CENTERS**

Atlanta DC Customer Service Office: (404) 469-5267  
Dan Daniel DC Customer Service Office: (757) 888-2827  
Waco DC Customer Service Office: (254) 666-8504  
West Coast DC Customer Service Office: (209) 234-3700

## **OVERSEAS DISTRIBUTION CENTERS**

Giessen DC Customer Service Office: (011) 49-64-140-7353  
United Kingdom DC Customer Service Office: (011) 44-1842-828484  
Hawaii DC Customer Service Office: (808) 422-6122  
Japan DC Customer Service Office: (011) 81-3117-55-3714  
Korea DC Customer Service Office: (011) 82-32520-6505  
Okinawa DC Customer Service Office: (011) 81-611737-2728

[Back to top](#)

-MAR 2004-