



## \*Online Rating Guide

This guide is to help rate future shipments utilizing your established rates with Valley Cartage. Customers are setup in our system for “Auto-Rating,” which means discounts will automatically apply if entered correctly. In order for you to accurately determine your rates, you must have your tariff on-hand to determine where your rates apply. Any inquiries and/or rates you find to be incorrect can be emailed to [rates@valleycartage.com](mailto:rates@valleycartage.com). Quote numbers are not able to be provided online – please email [rates@valleycartage.com](mailto:rates@valleycartage.com) or call 800-657-6936 for rate quotes.

- 1.) Register for an Online Account – this can be done by clicking on the Header of every page at [www.valleycartage.com](http://www.valleycartage.com). The Usernames will be provided to you, but you will need to provide a password up to 10 characters (Upper-Case only – Alpha-Numeric is acceptable).
- 2.) On the E-Tools page of [www.valleycartage.com](http://www.valleycartage.com), click on “Online Rating.” This will take you to the Username and Password fields. Enter your Username and Password. You must select one of the “Same as Login” buttons if you are the Shipper, Consignee, or Bill-To. You must also select the “Prepaid” or “Collect” button.
- 3.) If entering a Shipper ID, Consignee ID, or Bill-To ID, an Origin Zip and/or Destination Zip are not required.
- 4.) Enter the appropriate Class, Pieces, and Weight and click “Get Rates.” Enter “Reset” to rate another shipment.
- 5.) Accessorials – Any accessorials you need to add can be found in the “Class” dropdown box. Please select from the following available accessorial charges (additional accessorial inquiries will need to be emailed to [rates@valleycartage.com](mailto:rates@valleycartage.com)):
  - a. COD COL – COD Fee Collect
  - b. COD FEE – COD Fee Prepaid
  - c. CONS – Construction Site Delivery Fee
  - d. HAND – Hand Unload Fee
  - e. HAZ – Hazardous Materials Handling Fee
  - f. ISD – Inside Delivery Fee
  - g. LG – Liftgate Fee
  - h. NC – Notification Fee
  - i. OVR – Overlength Fee
  - j. PAL – Pallet Rate – If you have a pallet rate/commodity rate, please select this keyword
  - k. RD – Rural Delivery Fee
  - l. RES – Residential Delivery Fee
  - m. SORT – Sort and Segregate Fee

*\*Rates are based on the information provided. They are an estimate only and are NOT binding. The freight characteristics of the shipment will take precedence upon acceptance. The estimate is not intended for invoicing purposes and reflects the rates in effect at the time of inquiry and is subject to change without notice.*