



900 N CAHUENGA BLVD., LOS ANGELES, CA 90038

## **Ryder – City of Industry Distribution Center Advance Shipment Notification Procedures**

### **Location:**

Ryder  
108 Mayo Ave  
City of Industry, CA 91789  
909-839-4112

### **Receiving Team Primary contacts information:**

Group Distro: [vince\\_receiving@ryder.com](mailto:vince_receiving@ryder.com)

Alfredo Medina, Shipping Lead

Office: 909-839-4112

Email: [Alfredo.Medina@ryder.com](mailto:Alfredo.Medina@ryder.com)

### **Operations Manager (escalations)**

Griselda Garcia

Email: [Griselda.Garcia@ryder.com](mailto:Griselda.Garcia@ryder.com)

Office: 909-839-4112

Cell: 626-240-2138

### **ALL DELIVERIES REQUIRE ADVANCE NOTIFICATION PRIOR TO DELIVERY**

Please send advance notification with packing list and BOL copy via e-mail to [vince\\_receiving@ryder.com](mailto:vince_receiving@ryder.com) and [vinceshipdocs@vince.com](mailto:vinceshipdocs@vince.com) prior to delivery. **Failure to send advance notification prior to delivery may result in a penalty charge for each occurrence.**

Please include the following details on the e-mail:

### **E-mail subject line to include:**

- Brand name: V Opco
- Container #; or if loose/air freight include house bill #
- V Opco, LLC PO #
- Total number of cartons or pieces.
- Shipment mode (GOH or cartons)
- Expected delivery date

### **Body of e-mail to include:**

- # of pallets, if applicable
- Packing list (as attachment)
- Demurrage / Detention – last free day, if applicable



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## **SHIPMENT TYPES AND CONDITIONS**

- **Full Container Loads** – FCL can be dropped 24/7. Please send advance notification by **1pm Pacific Time** for container(s) being dropped that night.
- **Loose Freight** – Cargo must be delivered between the hours of 5:00am to 4:30pm.
- **Air Freight** – Cargo must be delivered between the hours of 5:00am to 4:30pm.
- **Live Unloads** – **\*\*APPOINTMENT REQUIRED\*\*** Please contact Ryder Receiving Team for an appointment prior to delivery. Advance notification e-mail **MUST** be received prior to appointment being scheduled.
- **Domestic Production Delivery** – Cargo must be delivered between the hours of 5:00am to 4:30pm.