



2448 - 9th Avenue S.E.  
Calgary, AB T2G 0V7

T:403-264-0808  
F: 587-883-0099  
[admin@steelestransfer.com](mailto:admin@steelestransfer.com)

<b>APPLICATION FOR CREDIT ACCOUNT</b>			
Name:			
Address:			
City:	Prov:	Postal code:	
Phone number:	FAX:		
E-mail:	Website:		
<i>Billing Office Address(if different than above)</i>			
Name:			
Address:			
City:	Prov:	Postal code:	
Phone number:	FAX:		
E-mail: (for us to send invoices to)			
<i>Description of Business</i>			
Type of Business:			
Business Structure (Sole Proprietorship, Corp, Partnership etc):			
Years in Business:	Number of Employees:	GST #:	
Acct. Payable Contact:	E-mail:		
Phone #:	Extension:	Fax:	
<i>Bank Information</i>			
Name of Bank:			
Bank Address:			
Account number:	Transit number:		
Contact:	Phone :		
<i>Trade References</i>			
#1 Firm Name:			
Contact:			
Address:			
City:	Prov:	Postal Code	
Phone #:	Fax #:		
E-mail:			
#2 Firm Name:			
Contact:			
Address:			
City:	Prov:	Postal Code	
Phone #:	Fax #:		
E-mail:			
#3 Firm Name:			
Contact:			
Address:			
City:	Prov:	Postal Code	
Phone #:	Fax #:		
E-mail:			
<i>Principals and Terms</i>			
Name of Principal Officers			
Name		Title:	
Name		Title:	
<p><b>TERMS &amp; CONDITIONS:</b> Submitting this Application for Credit also indicates your acceptance of Steele's Transfer Ltd. Terms &amp; Conditions and any additional charges as explained on Steele's Value Added Services guide. Both of these documents are published and available at <a href="http://www.steelestransfer.com">www.steelestransfer.com</a></p>			

Signature of Principal Officer: \_\_\_\_\_ Title: \_\_\_\_\_



**STEELE'S TRANSFER LTD.**  
 2448 -9Ave. S.E.  
 Calgary, AB T2G 0V7  
 TEL: 403-264-0808  
 FAX: 403-237-6712

**Customer information**  
 (To accompany Credit application)

Thank you for choosing Steele's Transfer Ltd. as one of your Freight Transportation partners and taking the time to fill out our Customer information form. This will assist us in identifying some important details to serve you better!

Do you require any of the following information on our invoices to help approve payment?

Reference number: Yes\_\_\_\_No\_\_\_\_( and particular format if always the same. i.e. letters and numbers, or certain number of digits). \_\_\_\_\_

Callers Name: Yes\_\_\_\_No\_\_\_\_Department: Yes\_\_\_\_No \_\_\_\_\_

Any other contacts in your organization that may be useful periodically when we are providing service to you? ( May include shippers, receivers, after hours contacts etc.) Please include names, phone numbers, fax numbers, e-mail addresses, title.

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As part of our services, we will set you up with access to your account through our website. Over 40% of our shipments are booked this way and we get a lot of positive feedback from our customers, They like the convenience and simplicity of use.

Please provide an identity you would like it set up under (i.e.: shippers name/ business name)  
 : \_\_\_\_\_Web ID: \_\_\_\_\_Password: \_\_\_\_\_

**Invoicing details**

Steele's Transfer Ltd. prefers to email our invoices to our clients, please provide an appropriate email address that we can use for this purpose.

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- check to indicate if you require copies of the waybills, B.O.L.'s or other documentation to accompany our invoice.

Please explain:

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If emailing of invoices is not an option, we can fax invoices to  
 FAX : \_\_\_\_\_

Or mail to :

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2448 -9Ave. S.E.  
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## Terms & Conditions

### **Agreement to Terms**

By selecting and engaging Steele's Transfer Ltd. (henceforth referred to as "STL") as your carrier, and by giving your package(s) or product(s) to STL for carriage, you agree to all the terms stated herein. No one is authorized to modify the terms of our agreement.

### **Electronic Data and Signatures**

Selecting and engaging STL constitutes your agreement to allow the use, storage and delivery of electronic data and electronic signatures for the sole purpose of managing, tracking, tracing and reporting order information.

### **Rates - Payment**

Invoices are payable upon receipt. Where payment for a shipment has not been received within 30 days of invoice, STL has the option of recalculating all charges to those shown in the current tariff. Overdue balances are subject to interest calculated at 2% per month which shall accrue and be payable to Steele's Transfer Ltd. on all outstanding monies. This is in addition to any legal rights and remedies available to Steele's Transfer Ltd.

### **Value Added Services**

By selecting and engaging STL as your carrier, and by giving your package(s) or product(s) to STL for carriage, you recognize and agree that any additional services STL is required to provide in order to complete the service may be charged at the rates published on Steele's Value Added Services guide.

### **Limitations of Liability and Liabilities not Assumed**

Our maximum liability is \$2.00 per pound or \$4.41 per kilogram unless a higher 'declared' value is made at the time the shipment is placed and you pay an additional premium. If you declare a higher value and pay the additional premium of 3% of the declared value, our maximum liability will be the lesser of your declared value or the actual loss.

We shall not be liable for any damages, whether direct, concealed, incidental (for example, alternate carrier transportation costs), consequential (for example, loss of profits or income), or special, whether or not we knew that such damages might be incurred in any manner resulting from miss-delivery, failure to deliver or delay in delivery, in excess of: (i) in the case of fundamental breach of the contract of carriage, an amount equal to our maximum liability and the amount of all freight and other charges paid hereunder (ii) in the case of delay, a refund of your transportation charges, and (iii) in any other case, an amount equal to our maximum liability.

We shall not be liable for loss, damage or delay caused by events we cannot reasonably foresee or control, including but not limited to acts of God, perils of the air, weather conditions, mechanical delays, acts of the Queen's or public enemies, war, riots, strikes, civil commotions, a defect or inherent vice in the goods, the acts or default (including but not limited to improper or insufficient packing, securing, marking or addressing of the shipment) by the shipper, owner, or consignee of, or anyone else with an interest in the shipment or any part thereof, authority of laws,

***Our Business is Always Picking Up!***

or acts or omissions of public authorities (including customs and quarantine officials) with actual or apparent authority.

We will not be liable if you or the consignee violates any of the terms of our agreement, or for loss or damage to shipments of prohibited items, including cash or currency. We cannot accept responsibility for loss, damage or delay of your shipment if caused by any carrier you have designated us to use for any portion of carriage.

### **Declared Value Limits**

Without prior written agreement, the insured value of any shipment utilizing our services shall not exceed \$5000.00. Higher declared value amounts must be negotiated verbally or in writing with STL Management and confirmed in writing prior to shipping. STL reserves the right to decline any shipment with a declared value in excess of \$1000.00.

### **Filing a Claim**

We will not be liable for loss, damage or delay to any packages unless notice thereof setting out particulars of the origin, destination and date of shipment of the goods and the estimated amount of claim in respect of such loss, damage or delay is given to us within 15 days from the date of your shipment.

### **Responsibility for Payment**

Regardless of the payment instructions you give us, you will always be primarily responsible for all delivery charges. You will also be responsible for any costs we may incur in either returning your shipment to you or warehousing it pending disposition. Collect shipments will not be accepted unless the recipient has a valid account with STL. In any event, such charges shall be fully guaranteed by the sender in the event of non-payment by the recipient.

### **Indemnity**

You shall indemnify us and hold us harmless against all liabilities, losses, claims, damages, costs and expenses of any nature whatsoever incurred as a consequence of your non-observance of any regulation of whatever nature which you are required to observe with regard to or in connection with the carriage of the goods shipped.

### **Applicable Law**

The carriage of goods shall be deemed to include and be subject to the terms and conditions prescribed by law in the jurisdiction where the goods originate.

### **Severability**

If any term, covenant or condition herein is held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remainder of this agreement shall in no way be affected or impaired and shall be valid and enforced to the fullest extent permitted by law.

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**Value added Services Guide**  
**Accessorial Charges** – Subject to change without notice

1. **After Hours delivery**

Day	Service between the hours:		Charge	Service between the hours:		Charge	Service between the hours:		Charge
<b>Sunday</b>	0:00	5:59	\$200	6:00	17:59	\$125	18:00	23:59	\$175
<b>Monday</b>	0:00	5:59	\$175	17:01	20:59	\$100	21:00	23:59	\$125
<b>Tuesday</b>	0:00	5:59	\$175	17:01	20:59	\$100	21:00	23:59	\$125
<b>Wednesday</b>	0:00	5:59	\$175	17:01	20:59	\$100	21:00	23:59	\$125
<b>Thursday</b>	0:00	5:59	\$175	17:01	20:59	\$100	21:00	23:59	\$125
<b>Friday</b>	0:00	5:59	\$200	17:01	20:59	\$125	21:00	23:59	\$175
<b>Saturday</b>	0:00	5:59	\$200	6:00	17:59	\$125	18:00	23:59	\$175

The after hours charges above are in addition to the regular delivery charges. If part of the service falls between two time windows, the greater charge will be applied. The after-hours charges include 2 hours of combined delay time at either pick up or delivery. Any additional time over the 2 hours included will be charged at \$97.50/hr.

2. **Airport Service** - \$5.00 minimum or 5% - Charged per shipment and per visit to an airport. If Picked up at one airport and delivered to another airport charge twice.
3. **Appointment Deliveries** = \$15.00 – When we must deliver at a specific time.  
**\*\*STL will take every measure possible to meet delivery appointment times – however we will not accept responsibility for any costs incurred due to late or missed delivery appointment times\*\***
4. **C.O.D. Charges:** 6% of the C.O.D. amount, minimum \$25.00  
 (This is when we collect the amount owing our client for their product by cash or cheque and the cheque is made out to Steele's Transfer Ltd. This cheque could also include our freight charges if the shipment is collect).
5. **Credit Terms:** Steele's may produce invoice upon delivery of shipment. Invoices to be paid within 30 days of invoice date.
6. **Cross Docking only** \$7.00 per pallet or \$2.00 per cwt. Minimum per customer per occurrence \$40.00, Maximum per customer per occurrence \$250.00 – This charge applies when the consignor has a shipment delivered to Steele's Transfer for another person or business to pick up.
7. **Cubing (Density) Shipments:** All freight will move at no less than 10Lbs. per cubic foot (pcf). 10 pcf = length (in) x width (in) x height (in) / 172.8. If this amount is more than the actual weight of the shipment, then the cubed weight would apply to calculate the freight charges. When a shipment is non-stackable, height is calculated to 96 inches. Where a shipment occupies 10 feet or more of trailer, it will move at a weight equal to 1000Lbs. per lineal foot or the actual weight, whichever is greater.
8. **Dangerous Goods** = \$8.00 min. or 7%
9. **Demurrage (Dry Van Trailers / Flat decks only):** \$50/day \$300/week \$675/month If heater is running add \$2.50 per heater hour plus cost of Fuel replacement. If refrigerated trailer is required, please contact Steele's to establish rate.
10. **Excessive time (waiting or completing service) / inside delivery (Malls, uncrating etc.)** – For those deliveries to locations that require extra time in order to complete the delivery including hand bombing. Charged to nearest quarter of hour. Please refer to 'Included Free time' for guide of included time to determine when extra time charges will apply  
  
 Courier = \$12.50/15 mins. 5-ton = \$16.25/15 mins. Tractor = \$17.75/15 mins. Tractor & Trailer = \$21.25 / 15 mins.
11. **Expedited service** when available: Extra \$85.00 or double regular rate – Whichever is greater
12. **Extra Drop Charge:** \$25.00 per additional drop – Charged when a truck is on a route for one customer and we are charging by total km for the freight service. 1<sup>st</sup> drop is included in km charge.
13. **Extra-man / Swamper service** – when a second man is required to assist the driver in handling cargo safely and efficiently to complete the delivery service = \$36.75 / hour, minimum 1 hour. If Steele's is required to hire an extra man from a 3<sup>rd</sup> party labor Supply Company, minimum 4 hours will be charged.
14. **Excessive Length/Long Freight over 10':** 25%

15. **Heated service (Applies Oct.1<sup>st</sup> – April 30<sup>th</sup>):** Minimum \$9.00 or 12% of Freight charge. Charged when our customer requests protection from freezing. Keeping the temperature of freezable goods above 0 degrees Celsius.  
**\*\*We take every measure to ensure your product is protected from freezing. We can not guarantee a specific temperature other than above 0 degrees Celsius. Shipments are at Shippers / Owners risk\*\***
16. **Hotels** - Treat as inside delivery and charge \$35.00
17. **Hourly Rates(minimum charge 1.5 hours):**  
 Vans 3/4ton -1 ton = \$50     5-ton = \$65     Tractors = \$71.00     Tractor/trailer units = \$85.00
18. **Included Free time**  
 1 Piece up to 4 skids or 8000Lbs.     : 15 minutes  
 5-12 Skids / 24,000Lbs.     : 30 minutes  
 13 – 18 Skids/ 36000Lbs.     : 60 minutes  
 19+ / 36001 Lbs. +     : 120 minutes
19. **Inside pick up or delivery:** When our drivers must go beyond the regular loading/unloading area directly adjacent to the delivery vehicle to complete service. Add \$35.00 plus time charges as stated as **"Included Free Time"**
20. **Insurance (Declared Value):** 2% of declared value. Minimum charge = \$35.00  
 Our maximum liability is \$2.00 per pound or \$4.41 per kilogram unless a higher 'declared' value is made at the time the shipment is placed and you pay an additional premium. If you declare a higher value and pay the additional premium of 3% of the declared value, our maximum liability will be the lesser of your declared value or the actual loss. Without prior written agreement, the insured value of any shipment utilizing our services shall not exceed \$5000.00. Higher declared value amounts must be negotiated verbally or in writing with STL Management and confirmed in writing prior to shipping. STL reserves the right to decline any shipment with a declared value in excess of \$1000.00.
21. **Interline service** – When we need to use additional carriers on a leg of a shipment = Additional Carriers cost plus 15%, Minimum \$30.00  
 \*Subject to interline carriers own FSC and Surcharges.
22. **Jobsite** = \$17.50 – Couriers     \$35.00 – Trucks
23. **Night Drops / Saturday Service** – On regular scheduled vehicles between Red Deer – Calgary/Edmonton when available \$18.50  
 \*Contact Steele's to determine availability of this service.
24. **Off route deliveries** – to give service to those destinations beyond our regular rate schedule  
 \$2.75 per loaded KM / Tractor Trailers \$3.50 per loaded km from nearest point of regular service to destination plus regular rate
25. **Personal Effects:** Must be paid in advance. We will not insure this freight and this is completed at Owners Risk. Please note on all documents that freight will be "Shipped at Owners Risk".
26. **Power tailgate service** – for curbside delivery = \$27.50 per location
27. **Re-delivery charge** – 50% of original charge – when second attempts are required to complete service.
28. **Re-Manifest (create BOL)**     \$15.00 each
29. **Re-pack / palletize**     \$25.00 per pallet
30. **Residential**     \$17.50 Couriers     \$35.00 Trucks     Charged when we are required to pick up or deliver at a private residence regardless of whether a business operates from the residence or not. If customer requires product placed beyond the area immediately adjacent to the truck additional time charges will apply. Please refer to **'Included Free Time'**.
31. **Retail shopping Centre/ Malls** : Refer to Inside pick up or delivery
32. **Storage**     Charge per pallet (1 minimum) \$5.00 in / \$5.00 out + \$3.00 per pallet/day if stackable 2 or 3 high - \$9.00/day if only 1 high. In not palletized, then charges will be \$0.90 cwt. Minimum \$10.00 per day. First day free. This charge includes weekends and holiday, but these are not counted as the first day.
33. **Supply of additional documentation:** \$5.00 per shipment – We provide one copy of all required documents upon request. Additional copies of Bills of Lading, Waybills or other documents will be provided at a charge of \$5.00 per shipment per occurrence.
34. **Tarping Service:** \$100.00 per trailer or portion of.
35. **Trade Shows / Conventions** : Add \$97.50 – charged each time we deliver or pick up from a trade show or convention
36. **Wrong Address** = \$25.00