



Routing Instructions
US Origins to DJO-Mexico
Effective Date: February 1, 2018

These routing services are the standing shippers letter of instruction. Exceptions to this routing order must be approved in writing by the one of the designated contacts of the shipper or importer.

Destination	Delivery Address	Commodity	Origin	Weight (Pounds)	Carrier	Service Level	Carrier Contact	Terms
Tijuana, Mexico	RL Jones 8830 Siempre Viva Road, Ste. 100 San Diego, CA 92154	All commodities	All states in the US	0-150 lbs per package	UPS Small Parcel	Ground <i>*Any early AM or express critical services must be approved by DJO</i>	djo@UPS.com	Third Party Billing DJO Global 1430 Decision St. Vista CA 92081 For DJO Account#, please email Global.Shippingsupport@ djoglobal.com
Tijuana, Mexico	RL Jones 8830 Siempre Viva Road, Ste. 100 San Diego, CA 92154	All commodities	All states in the US and Canada	> 150 lbs on Pallet(s)	Echo Global Logistics	LTL, Partial TL, Full TL	Utilize Echo Trak Vendor Portal: https://www.echotrak.com/ For access, please contact Echo: Phone: 312-784-6853 Email Address: djoglobal@echo.com	Inbound Bill of Lading must be issued by Echo. Billing is through Echo Global Logistics.
Packing List	A copy of the pack list must be securely attached to the outside of the box.							
Reference	Put the DJO PO in the Reference 1 section of the Fedex for small parcel shipments and for LTL, include the PO in the Carrier BOL							
Prepaid Shipments	Suppliers must use carriers designated in this routing order when DJO is responsible for freight per agreement.							
RL Jones Receiving Hours	8AM to 5:30PM, Monday through Friday. Saturday as approved							
Contacts								
*Expedited shipment requests must be approved per DJO.								
DJO Transportation	Claudia Pinto/Christina Huelsman				General questions	760.734.3128	Global.Shippingsupport@djoglobal.com	
Sourcing	Dea Lucas				Strategic Sourcing Manager	+1 760.734.3147	dealee.lucas@djoglobal.com	
UPS Small Parcel	Mon-Fri email support 7am-9:30PM EST at djo@ups.com Phone support 7am-midnight EST at 800-877-1497 Saturday phone support only 7:30am-6pm EST				General questions	800-877-1497	<ul style="list-style-type: none"> • Mike Lang UPS Enterprise Account Executive: 949-230-6996 • Vic Carsey UPS Enterprise Accounts Director: 801-201-4603 	
Echo Global Logistics	Customer Service				General questions	312.784.6853	https://www.echotrak.com/ DJOGlobal@echo.com	

Revised: 1-Feb-18