

## CARRIER INQUIRY PROCEDURE

### ***HOW TO CONTACT PITTSBURGH LOGISTICS CONCERNING AN INQUIRY***

A carrier should direct any payment issues concerning “past due”, “balance due” or “overpayment” freight bills to the Pittsburgh Logistics Systems Carrier Accounting Department.

Inquiries may be submitted in the following manner:

- By faxing to:  
Pittsburgh Logistics Systems, Inc.  
Carrier Accounting Department  
(724) 770-2613  
***(ONLY IF YOU HAVE A CLEAR COPY OF THE BOL AND  
HIGH QUALITY FAX MACHINE)***
- By mailing to:  
Pittsburgh Logistics Systems, Inc.  
Attention Carrier Accounting Department  
The Quad Center  
Rochester, PA 15074
- By overnight delivery service to:  
Pittsburgh Logistics Systems, Inc.  
Attention Carrier Accounting Department  
The Quad Center  
Rochester, PA 15074

**INQUIRIES WILL NOT BE RESEARCHED WITHOUT A PROPERLY COMPLETED INQUIRY FORM (COPY ATTACHED), ALONG WITH A COPY OF YOUR FREIGHT BILL, BILL OF LADING, AND IF A RATE ISSUE, A COPY OF THE SIGNED RATE AGREEMENT FOR THE LOAD IN QUESTION.**

Listed below are phone numbers for the Pittsburgh Logistics Carrier Accounting Department:

Phone: (724) 709-9000

Ext. 2210	Carrier Accounting Coordinator
Ext. 2222	Carrier Accounting Coordinator
Ext. 2238	Carrier Accounting Coordinator
Ext. 2215	Carrier Accounting Coordinator
Ext. 2223	Supervisor, Carrier Accounting & Administration