Shipping Scenario and Label Requirements	Mandatory or Optional	Additional Information

One Part Number in Multiple Containers on One Pallet

1 Part, Multiple Containers on Pallet

		Container can be cardboard, hand-held returnable, corrugated box, drum, tote, or any other small container that is shipped on a pallet.
1 Set of Container Labels attached to each container on the pallet	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
1 Set of Master Labels attached to pallet	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per pallet) - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

One Part Number in Multiple Containers on Two or More Pallets

Container can be cardboard, hand-held returnable, corrugated box, drum, tote, or any other small container that is shipped on a pallet.

Pallet 1

1 Part, Multiple Containers on Pallet

1 Set of Container Labels attached to each container on Pallet 1	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
1 Set of Master Labels attached to Pallet 1	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per pallet). - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

Pallet 2

1 Part, Multiple Containers on Pallet

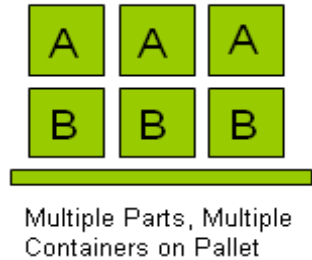| 1 Set of Container Labels attached to each container on Pallet 2	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container Container Serial Number optional and will not be used in any H-D processes
1 Set of Master Labels attached to Pallet 2	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI: must be documented in the EDI segment REF SE (one HL Tare Loop per pallet). - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

<u>Mixed Pallet - Multiple Parts Numbers in Multiple Containers on One Pallet</u>

			Container can be cardboard, hand-held returnable, corrugated box, drum, tote, or any other small container that is shipped on a pallet.
	1 Set of Container Labels attached to each container containing Part A	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
	1 Set of Container Labels attached to each container containing Part B.	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
	A Master Label for Part A placed in a packing list envelope.	**Mandatory**	Master Labels to be placed in the packing list envelope. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per pallet). - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.
	A Master Label for Part B placed in a packing list envelope.	**Mandatory**	Master Labels to be placed in the packing list envelope. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per pallet). - OM SAP ASN: must be documented in the Mstr HU# page.
	1 set of Mixed Load Labels	**Mandatory**	Mixed Load Label to be attached to front and back (fork truck entry points) of pallet.

Multiple Parts, Multiple
Containers on Pallet

One Part Number in One Ropak or in Another Large Container that can Only be Moved by a Fork Truck

Large and must be moved by a fork truck

	1 Set of Container Labels attached to Ropak/Large Container	Optional	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
	1 Set of Master Labels attached to Ropak/Large Container on face plate.	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per ropak). - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

One Part Number in Two or More Ropaks or in Another Large Container that can Only be Moved by a Fork Truck

Large and must be moved by a fork truck

Ropak 1

1 Set of Container Labels attached to Ropak/Large Container 1	Optional	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
1 Set of Master Labels attached to Ropak/Large Container 1 on face plate.	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per ropak). - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

Ropak 2

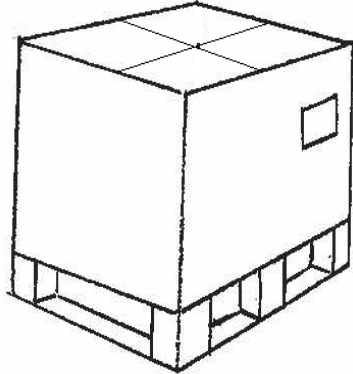|		
1 Set of Container Labels attached to Ropak/Large Container 2	Optional	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes
1 Set of Master Labels attached to Ropak/Large Container 2 on face plate.	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per ropak). - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

Pallet Box/Large Container with Several Containers of the Same Part Number

Large and must be moved by a fork truck
Pallet Box may be returnable

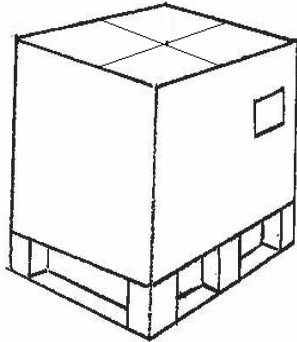|		
1 Set of Container Labels attached to each smaller container placed in the pallet box/large container	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
1 Set of Master Labels	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per pallet box). - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

Two Pallet Boxes/Large Container with Several Containers of the Same Part Number

Large and must be moved by a fork truck
Pallet Box may be returnable

Pallet Box 1

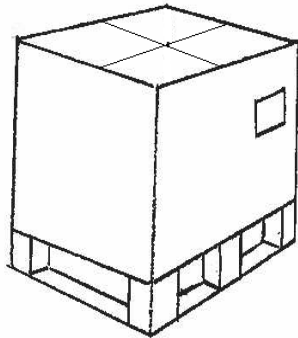|		
1 Set of Container Labels attached to each smaller container placed in the pallet box/large container	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
1 Set of Master Labels for Pallet Box 1	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per pallet box). - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

Pallet Box 2

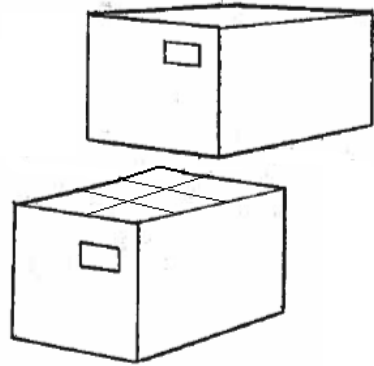|		
1 Set of Container Labels attached to each smaller container placed in the pallet box/large container	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
1 Set of Master Labels for Pallet Box 2	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per pallet box). - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

Mixed Large Box/Container - Multiple Part Numbers in Large Box/Container

	1 Set of Container Labels attached to each smaller container placed in the pallet box/ large container	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.

	1 set of Master Labels for each part number in the pallet box/large container placed in the packing list envelope.	**Mandatory**	Master Labels to be placed inside the packing list envelope or placed inside the box (to be seen when the box is opened).
			Master Serial Number:
			  - mandatory
			  - will be used during the material receipt process.
			  - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per pallet).
			  - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

	1 set of Mixed Load Labels	**Mandatory**	Mixed Load Label to be attached to front and back (fork truck entry points) of pallet.

One Part Number in Pallet of Trays or Layer Pads

One part number per pallet/stack of trays or layer pads.

1 Set of Container Labels attached to each tray or layer pad	Optional	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.

1 Set of Master Labels attached to pallet/stack	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet.
		Master Serial Number:
		  - mandatory
		  - will be used during the material receipt process.
		  - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per set of trays or pad).
		  - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

Loose Container (defined as any Container Not Shipped on a Pallet)

Loose Container Shipment

1 set of Container Labels attached to the container	Optional	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.

1 Set of Master Labels attached to the container	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet.
		Master Serial Number:
		  - mandatory
		  - will be used during the material receipt process.
		  - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per Part Number per single container)
		  - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

Multiple Loose Containers (defined as any Container Not Shipped on a Pallet)

CNTR 1 Part A CNTR 2 Part A Multiple Loose Containers in Shipment Same Part Number in Both Containers	1 set of Container Labels attached to Part A, Container 1	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
	1 set of Container Labels attached to Part A, Container 2	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
	Master Label for Part A placed in pack list envelope (Quantity on label summaries CNTR 1 and CNTR 2)	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per Part Number containers) - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

Multiple Loose Containers (defined as any Container Not Shipped on a Pallet)

Multiple Loose Containers in Shipment
Part A in Two Containers
Part B in One Container

1 set of Container Labels attached to Part A, Container 1	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
1 set of Container Labels attached to Part A, Container 2	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
Master Label for Part A placed in pack list envelope (Quantity on label summaries CNTR 1 and CNTR 2)	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per Part Number containers) - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.
1 set of Container Labels attached to Part B, Container 1	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
Master Label for Part B placed in pack list envelope (Quantity on label summaries CNTR 1 and CNTR 2)	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per Part Number per single container) - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

Multiple Loose Containers (defined as any Container Not Shipped on a Pallet) in Shipment

Multiple Loose Containers in Shipment
Part A in One Container
Part B in One Container

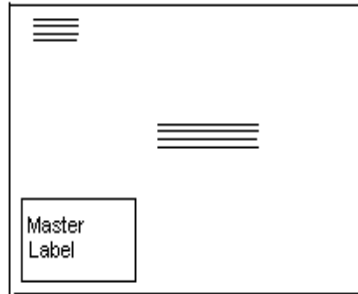|		
1 set of Container Labels attached to Part A, Container 1	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
Master Label for Part A placed in pack list envelope (Quantity on label summaries CNTR 1 and CNTR 2)	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per Part Number containers) - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.
1 set of Container Labels attached to Part B, Container 1	**Mandatory**	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.
Master Label for Part B placed in pack list envelope (Quantity on label summaries CNTR 1 and CNTR 2)	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet. Master Serial Number: - mandatory - will be used during the material receipt process. - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per Part Number containers) - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

Envelope

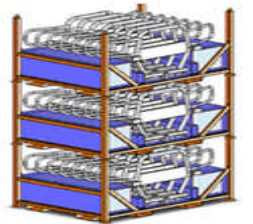|		
1 Set of Container Labels attached to envelope	Optional	Each container requires one set of Container Labels attached to front and back of container. Container Serial Number optional and will not be used in any H-D processes.

1 Set of Master Labels attached to envelope or placed with the packing list.	**Mandatory**	Master Labels to be attached to front and back (fork truck entry point) of pallet.
		Master Serial Number:
		  - mandatory
		  - will be used during the material receipt process.
		  - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per envelope)
		   - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.

Sequenced Parts in a Container

Container Labels not needed	**Not Needed**	

1 set of Sequenced Master Labels attached to container	**Mandatory**	Master Labels to be attached to placards when present or on hang tags.
		Master Serial Number:
		  - mandatory
		  - will be used during the material receipt process.
		  - Traditional EDI Suppliers: must be documented in the EDI segment REF SE (one HL Tare Loop per rack)
		   - OM SAP ASN Suppliers: must be documented in the Mstr HU# page.
		Use only if currently using legacy SEQ labels.