

Let's Dispatch It



A Guide for Smooth Delivery with Dispatch

Requirements to Place an Order with Dispatch

- Pickup and drop-off addresses, contact name, and phone number
- Estimated weight and number of items
- Vehicle type: car, mid-size, pickup truck, cargo van, box truck
- Pickup and drop-off times
- Optional: add-ons such as a lift gate or dolly

Best Practices for a Smooth Delivery

- Order form notes: Complete the pickup and drop-off notes to help guide your driver.
- Item size: Input accurate weight and dimensions so the most-equipped driver can take your order.
- Customer notifications: Complete the “Additional Notification” section to keep your customers informed.
- Preparing for pickup: Organize pickup items so it's easy to identify and expedite the pickup process.

Weight Limits Per Vehicle Type



Car

Holds up to 240lbs
Best for small items that can be carried



Mid-Sized

Holds up to 500lbs
Perfect for paint buckets and tile boxes



Pickup Truck

Holds up to one pallet or 1,000lbs*
Great for long or tall items



Cargo Van

Holds up to two pallets or 3,500lbs
Great for large signage, machinery or drywall



Box Truck

Length	Weight Capacity	Pallet Capacity
10-15 ft	2,850-5000 lbs	2-6
16-19 ft	4,300-7,000 lbs	8
20-26 ft	5,700-12,500 lbs	10-12

*F150/C1500/Ram 1500 1,000lbs - F250/C2500/Ram 2500 1,500lbs - F350/C3500/Ram 3500 2,000lbs