

Transportation Routing Guide – Vendor, Collect.

This document defines the shipments criteria and classification for the appropriate load booking.

1. RONA OTM (Oracle Transportation Management system) must be used for all COLLECT shipments of 150 lbs or more, including to/from stores, DC's, vendors, etc.
2. Orders less than 150 lbs must be shipped via Courier. Courier shipments are typically parcel or smaller shipments, weigh less than 150 lbs., and are not palletized freight.
 - a. Canadian domestic courier shipments must be shipped with Purolator.
 - b. Cross-border courier shipments must be shipped with FedEx.
3. COLLECT shipments must be booked in OTM at least two (2) business days in advance of the shipment date.
 - a. If a vendor does not have an OTM account or is unable to access OTM, please contact tms@rona.ca for support.
 - b. Vendors using the incorrect carrier(s) will have the freight amount deducted from their account.
 - c. Vendors failing to use RONA approved carriers through the Vendor Portal bookings will be subject to the appropriate fine(s).
4. PREPAID shipments – Vendors are responsible for transportation.
 - a. Delivery appointments must be made by prepaid carriers at least 48 hours before the required delivery date; to book appointments, please email the corresponding RONA Distribution Centre:

| Distribution Center | Commodity | Email |
|---------------------------|---------------|--|
| Boucherville, QC | Hardware | 90990.rendez-vous@rona.ca |
| St. Hyacinthe, QC | LBM (Flatbed) | Entrepot.St-Hyacinthe@rona.ca |
| Milton, ON | Hardware | Appointments.3110@rona.ca |
| Milton, ON | X3 (5th line) | DCX3.receiving@rona.ca |
| Milton, ON (Halton Hills) | LBM (Flatbed) | dc80.receiving@rona.ca |
| Rockyview, AB | Hardware | Receiving.RockyView@rona.ca |
| Rockyview, AB | LBM (Flatbed) | receiving.f1rockyview@rona.ca |
| Calgary, AB | DC83 | dc83.receiving@rona.ca |

- b. All prepaid carriers are subject to RONA terms and conditions, including appointments, performance, and safety. Please ensure appointments are booked sufficiently in advance, and in accordance with the Vendor Compliance policy.