

Prostar Ventures Carrier Ticket Guidelines

In order for PROSTAR VENTURES to process your payments in an accurate and efficient manner, please read the points outlined below. Following these guidelines will help us process your payments quickly and reduce the chance of errors. Payment delays may result if these guidelines are not followed or information is missing.

GENERAL POINTS:

- PAY NUMBERS (xx1234xx-B or 12-34K) must be included for each load and set of tickets submitted.
- Loads will not be settled until original tickets are received.
- Do not write the pay rates on any tickets, COULD result in delayed payment.
- Do not trace over the weights on the tickets to make them more legible.
- Remember to obtain proof of delivery signatures when required.
- In the event of a weight loss over 200 pounds, coordinate with your PROSTAR REP prior to submitting your tickets. This should be done before the driver leaves the plant.

DEMURRAGE:

- For demurrage, coordinate with your PROSTAR VENTURES REP. You MUST submit for approval of demurrage within 5 days of event to be eligible for pay. We must have Pay Number and both In and Out times. We must have those 3 items, via email, within 5 days, for demurrage submission and approval. You will see a demurrage receipt email from us once submitted. A separate email will be sent when approved or denied. Payment will not be made until customer pays for demurrage.

EMAIL:

- Emailed tickets for payment are not allowed under Prostar Ventures current policy. You must submit originals to be paid. WE DO NOT ACCEPT PHONE IMAGES FOR BILLING.

MAIL:

- The Prostar Ventures address for tickets is: PO Box 330 Gothenburg, NE 69138
- Tickets must be organized by load, with pay numbers on them.
- When mailing multiple loads together, please bundle each load separately.

We appreciate your efforts in making the ticket processing more efficient and accurate. Please feel free to call us with any questions you may have. 308-537-4280