

# Truckers Guide

for the  
**COMMON USE  
FACILITY**

**1.** Proceed to the **Common Use Inbound Lanes**. (All truckers doing business within the Common Use Facility must pass through the Inbound Lanes.)

**2.** A Gate Clerk will ask you basic questions about your mission. Requirements for the missions are outlined below. (If you do not have the required information, you will be instructed to have your dispatch call the SS Line Agent to correct or provide EIR information.)

Trucker Deliveries	EIR, Booking, or Container Number	Pro-bills	Hazardous Class	UN Number	Trucker Pickups	EIR, Booking, and Container Pickup Group Number	Hazardous Paperwork
Empty Container	●				Empty Container	●	
Bare Chassis	●				Bare Chassis	●	
Loaded Container (Non-Hazardous)	●	●			Loaded Container (Non-Hazardous)	●	
Hazardous Container	●	●	●	●	Hazardous Container	●	●

**You can only have one visible company logo affixed to your vehicle. This logo must correspond to the mission that you are attempting.** (If the truck is rented, you will be required to provide documentation that shows the company it is rented to and it must also match the mission that you are attempting.)

**3.** You will be issued a **"Routing Slip"** that explains what you are to do for your mission.

South Carolina State Ports Authority

Receive Loaded Container Apr 29, 1999 3:00 PM

Job Number: 0200 ORCN Number: 878730 Trailer: 3150

Shipping Line: (5555) BEST SHIPPING LINE

Trucking Company: (BT) BEST TRUCKING CO.

Seal: 520223 Seal (pad)

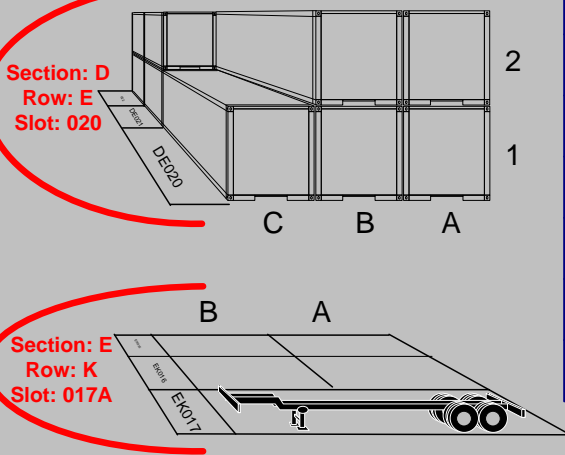
DRY 40'/65'

FMCU 201358 → DE020

CHAZ 304930 → EK017

Go to outbound lanes. Swipe ALL cards that have a barcode. → EXIT

**Sample Routing Slip**



**ICON MEANINGS**

	Direction of Movement
	Container Stack with Location
	Wheeled Row with Location
	Bare Chassis
	Married Container & Chassis
	Leave Terminal After Gate Out
	Follow Given Instructions

**4.** After completing all tasks on the the **"Routing Slip,"** proceed to the Outbound Lanes.

**5.** If you have completed all of the tasks associated with your mission and do not need assistance, slide the **"Routing Slip"** through the reader on the Kiosk. **If you have more than one "Routing Slip", be sure to slide all of them through the reader on the Kiosk.** (For assistance or an inspection, press the button on the Kiosk.)

**6.** Follow the instructions on the Kiosk's screen.

**7.** Remove the printed Carrier Interchange from the Kiosk.

**8.** Present your Carrier Interchange at the Guard Gate.

**SAFETY VEST ARE REQUIRED**  
**PLEASE REMAIN IN OR AROUND YOUR VEHICLE AT ALL TIMES**  
**PASSENGERS ARE NOT PERMITTED ON TERMINAL**

## Driver Assistance Telephone Numbers

Voice: (843) 856-7006  
Fax: (843) 856-7015

