

TOP FLIGHT TRANSPORTATION

EARLY PAY REQUEST

PHONE (503) 419-2712

FAX (503) 419-2730

Only non-exception, ORIGINAL documents, with original consignee signatures will be considered for payment!

- Cost: **3%** of invoice total, plus next day air charges if requested.
- Invoice will be paid within **5 – 7 business days of receipt** of your request. **PROVIDED ALL DOCUMENTS ARE SUBMITTED AS REQUIRED.**
- **FAXES, COPIES, CARBON COPIES ARE NOT ACCEPTED**
- All requests received **AFTER 10:00AM** will be treated as being received the following day.
- **A new, completed form is required for each occurrence.**

MAILING ADDRESS:

TOP FLIGHT TRANSPORTATION, INC
P O BOX 747
BEAVERTON OR 97075

PHYSICAL ADDRESS: (For express mail)

TOP FLIGHT TRANSPORTATION, INC
9725 SW BEAVERTON HILLSDALE #370
BEAVERTON OR 97005

_____/_____
(Your Name) (Company Name)

_____/_____
(List Invoice #s) (List Top Flight Pro #s)

Please send payment as checked below:

- Regular Postal Mail Express Delivery** – check preference below:
- Overnight Express Air (extra charge of \$40.00)
- 2nd Day Express Air (extra charge \$30.00)
- Saturday Air Delivery (extra charge \$50.00)
- Please use my FEDEX
Account# _____

Please make payment via ACH agreement on file. (We will not pay your invoice via ACH unless you check this box **and** have an agreement on file.)

Please send me ACH setup paperwork for future payments.

I understand that there is a surcharge fee of 3% of the freight Invoice for this service as described above, and there may be additional charges for shipping.

Authorized Signature

Date

(Last printed 8/6/19)

** Rates may change without notice