



Playtex Carrier Billing Procedures

03/24/07

In an effort to streamline the Playtex freight pay process and pay our carrier base in a timely manner, please review and comply with the following billing procedures.

Electronic Billing (EDI)

- Must be PREPAID invoice with terms of:

3rd party billing to:
 Commercial Traffic Company
 P.O. Box 30382
 Cleveland, OH 44130-1084

- Playtex BOL number
 - Seventeen (17) digit BOL number if shipped from one of these locations:

Name	City/State	Valid BOL
Kane	Taylor, PA	17 Digits
Exel	Fairburn,GA	17 Digits
Service Craft	Buena Park, CA	17 Digits
Shippers	Dallas, TX	17 Digits
Hawaiian Tropic	Ormand Beach	17 Digits

- Valid BOL number if shipped from one of these locations:

Rock Tenn/Alliance	Pennsauken, NJ	12 Digits
Rock Tenn/Alliance	Winston Salem, NC	12 Digits
Rock Tenn/Alliance	Ridgeway, VA	12 Digits
QPSI Display	Mechanicsburg, PA	10 Digits
Playtex	Sidney, OH	9 Digits
Playtex	Orlando, FL	9 Digits
Dover	Dover, DE	9 Digits
Medicia	Dayton, NJ	7 Digits
Kik Custom	Memphis, TN	6 Digits
Mentholatum	Cheektowaga, NY	6 Digits
Rand Distributors	Edison, NJ	6 Digits
KIK	Cumberland, RI	6 Digits

Send hard copy if other than the format shown in tables

Hardcopy Billing

- Rejected EDI billings (send to Commercial Traffic)
- Balance Due Bills
- Returns
 - Carrier Invoice
 - Legible Playtex BOL copy
 - Delivery Receipt

Information requirements for prompt payment

- All misrouted invoices will be returned to the carrier for proper routing as indicated above.
- Balance Due invoices must maintain the original invoice number or they will be rejected.
- All invoice values must be reflective of signed agreements between Energizer and the carrier.

Checking Payment Status

To inquire on payment status, go to Commercial Traffic's website at <http://www.ctlogistics.com>. You can view status, for single or multiple pro numbers, obtain check number, date paid, and download data.

If you have any questions or concerns, please contact me.

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