

# Supplier Shipping Instructions

## For FOB ORIGIN Purchase Orders

Effective Date: 04/15/2026, superseding all prior versions

These instructions are valid only for General Dynamics Ordnance and Tactical Systems (GDOTS) purchase orders & subcontracts issued from **the Marion, IL location**. These instructions must be followed for all material purchased with delivery terms of FOB Origin (EXW/FCA Incoterms® 2010). Purchase Orders (PO) that are FOB Destination (DAP/DDP Incoterms® 2010) must be shipped at supplier expense. All shipments must be properly packed, marked, labeled, and routed in accordance with the PO and these instructions. **All Shipping Documents, including the packing list, must reference the Purchase Order number.**

Seller **MUST** provide **packing list(s)** with each shipment, containing the Buyer's Name, purchase order number, specific purchase order line, GD Part number, part description, revision level, lot number and total quantity. The packing list must be easily seen or placed inside the box and the box marked as Documents Enclosed.

Regarding packaging, each container (i.e. box, can, etc.) **MUST** be legibly marked with the following information on at least one side: (1) PO number (2) Government contract number if applicable (3) General Dynamics part number (4) Part Description (5) Lot number (6) total quantity and (7) Unit of measure. Any partial container **MUST** be clearly identified to stand out from the full containers. Each unit load (pallet or skid) shall have the containers placed so the above information is visible on at least two sides of the unit.

**Any expense incurred by Buyer because of improper preservation, packaging, packing, marking, or incorrect method of routing shall be reimbursed by Seller.** Multi-pack of various purchase orders into a single carton/pallet destined to the same location is recommended and encouraged. Seller shall furnish the Shipper's Declaration of Dangerous Goods for any hazardous materials when necessary. Seller shall contact the Buyer's Representative with any questions regarding routing instructions.

### 3<sup>rd</sup> Party Bill to Address:

General Dynamics Ordnance & Tactical Sys Marion/**GEDOTS-MARION** c/o Data2Logistics  
PO Box 61050 Ft Myers, FL 33906

## Requesting Transportation Support from GDOTS Marion Logistics (Primarily for LTL, Truckload, or Special Requirements)

To request shipment support online, please visit the General Dynamics OTS website (<https://www.gd-ots.com/>) and select the tab "SUPPLIERS" in the upper right-hand corner.

From there, select Supplier Resources then scroll down until you see "ADDITIONAL RESOURCES". In that area you will see a link called "Supplier Shipment Request". Once you select the "Supplier Shipment Request" you will be routed to the Agistix Portal.

### ADDITIONAL RESOURCES



Print Barcode Labels



Supplier Shipment Request

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Additional instructions on how to complete the form can be found within the form itself once the tab opens. This information can be accessed by clicking the button at the top right section of the form titled "Instructions".



<https://forms-app.agistix.com/gd-ots/statics/shipment-request-instructions>

**For any additional questions or issues, please contact [mlogistics@gd-ots.com](mailto:mlogistics@gd-ots.com).**

U.S. DOMESTIC ROUTING GUIDE				
Shipment Type	Authorized Service	Authorized Carrier	Account	Contact
Small Package <ul style="list-style-type: none"> <li>▪ Under 150 lbs</li> <li>▪ Not palletized</li> </ul>	<ul style="list-style-type: none"> <li>▪ Ground</li> <li>▪ Standard Overnight</li> <li>▪ Priority Overnight</li> </ul>	FedEx Ground FedEx Express	Contact your General Dynamics Representative	(800) 463-3339
Less Than Truckload (LTL) <ul style="list-style-type: none"> <li>▪ Packages Over 150 lbs</li> <li>▪ Palletized</li> <li>▪ No more than 6 pallets</li> </ul>	Complete a "Shipment Request" online one week prior to the delivery date on PO Bill Charges 3 <sup>rd</sup> Party to Above Address A separate request must be submitted for each truckload			
Truckload <ul style="list-style-type: none"> <li>▪ Over 6 Pallets and/or</li> <li>▪ Over 15,000 lbs</li> </ul>	Complete a "Shipment Request" online one week prior to the delivery date on PO Bill Charges 3 <sup>rd</sup> Party to Above Address A separate request must be submitted for each truckload			

### Information regarding Hazmat Shipments

Any energetic material shipments of hazard class Explosive 1.1, 1.2, or 1.3 that are purchased in support of a US Government contract, we require the carriers of these shipments to use the security services of **Dual Driver Protection (DDP), Satellite Motor Surveillance Service (SNS), and Trailer Tracking Service (DCS)**. This can be accomplished by submitting the service requests through the Defense Transportation Tracking System (DTTS). This must be completed at least 24 hours prior to shipment leaving the vendor facility and the carrier must be informed when a truck is scheduled. The services can be selected in the Agistix portal to assist in communicating to the carrier. If there are any questions regarding the use of these services or if you need assistance, please contact our Marion Logistics Team at [mlogistics@gd-ots.com](mailto:mlogistics@gd-ots.com).

### Additional Information

If the chosen carrier isn't a viable one for your location, please contact our Marion logistics team at [mlogistics@gd-ots.com](mailto:mlogistics@gd-ots.com).

Please use the [mlogistics@gd-ots.com](mailto:mlogistics@gd-ots.com) email address as the GD contact email entered into Agistix. This ensures everyone in the GD Shipping/Receiving Department will receive the shipment information.

For FEDEX shipments, please make certain the GD employee's name ordering material is placed on FEDEX shipment label.

For FEDEX Overnight night shipments, don't ship via Early AM option unless specifically directed to do so by GD Team.

Failure to adhere to these routing instructions shall result in the Seller assuming full responsibility for risk or loss of Goods and absolving the Buyer of any liability, claims filing, and freight expense. Transportation invoices received without the information specified above shall be rejected for non-compliance and the Carrier will be instructed to re-bill the shipper for the freight charges.

Unless otherwise specified on Issued Purchase Order or specified in writing by Buyer shown on Purchase Order; Parts and Materials must be delivered and left with Receiving Dept, General Dynamics Ordnance and Tactical System, 8000 Ogden Road, Marion, Illinois 62959. Seller is not allowed to deliver in-person or on-site unless specifically specified in writing by Buyer and forwarded to Receiving Dept.

This routing guide is intended for shipments within and between the United States and Canada only.

Overseas International shipments or any deviation from this routing instruction must be coordinated through the issuing party identified above.