



## PAYMENT OPTIONS

Capacity is pleased to offer multiple payment and invoice options to our preferred carriers:

<p style="text-align: center;"><b>INVOICING</b></p>	<p><b>1. Email:</b> Please email all relevant paperwork to:  <u><a href="mailto:billing@capacitysystems.com">billing@capacitysystems.com</a></u></p> <p><b>2. Standard Mail:</b> Please mail all relevant paperwork to:  <u>Capacity Systems, 222 Merchandise Mart Plaza, Suite # 1212 Chicago, IL 60654</u></p>
<p style="text-align: center;"><b>PAYMENT</b></p>	<p><b>1. Com-Check (Quick Pay):</b></p> <p>a. Capacity offers a payment in full option via Com-Check.        BOL/POD/Receipts Required.        Fax: <u>312-429-6564</u>        Email: <u>billing@capacitysystems.com</u></p> <p>b. 3% (or minimum of \$10) of the total amount of the load will be deducted        To cover admin. expenses.</p> <p><b>2. Standard Payment (Mail Service)</b></p> <p>a. Upon delivery, send all the required paperwork to:  <u>billing@capacitysystems.com</u>        Standard payment terms are net 30 days. No fee for this option.</p> <p><b>3. ACH Payment</b></p> <p>a. Please send ACH enrollment forms to:  <u>payables@capacitysystems.com</u></p>
<p style="text-align: center;"><b>FUEL ADVANCES</b></p>	<p>Capacity offers a 40% fuel advance on all shipments.        Let your representative know at the time of booking if you would like to use        this service and they will provide you with an express code upon pickup        confirmation. There is a 3% fee for all Fuel Advances.        Advise: NO Advances are provided for first time carriers.</p>
<p style="text-align: center;"><b>ACCESSORIALS</b></p>	<p>Capacity will gladly pay for all accessorial as long as valid        receipts are provided        (unless otherwise agreed to at the time of booking). Please let your        representative know immediately about any occurrence of accessorial.        There is no fee for Com-Checks for Accessorial.</p>