

Mid-West Vet Bethlehem, PA SOP:

Pick Up:	Mid-West Veterinary Supply 2420 Boulevard of the Generals Norristown, Pa 19403
Pick up time:	5:00pm
Pick up Procedures:	Driver will pick up and count the freight designated for Bethlehem PA. Driver enters piece count in Mobile Tek and signs off on Mid-West paperwork to confirm piece count. If there are any discrepancies in the driver notes, it is in Mid-West paperwork. Packages will vary in size and weight.
Deliver to:	UPS Hub Bethlehem 2301 Highland Avenue Bethlehem, PA 18020
Delivery Time:	Direct Drive closes at 8:00pm
Delivery Procedure:	Driver takes packages into UPS Customer Service Center Counter. UPS will scan the packages. UPS has a flat bed handcart for the driver to use.
Contact Mid-West:	Shane Young cell 484- 684-4051 Office: 800-643-9378
Vehicle:	Sprinter on Monday Cargo Van: Tuesday – Friday
Frequency:	Monday - Friday

Mid-West Vet Trenton, NJ SOP:

Pick Up: Mid-West Veterinary Supply
2420 Boulevard of the Generals
Norristown, Pa 19403

Pick up time: 4:30pm

Pick up Procedures: Driver will pick up and count the freight designated for Trenton NJ. Driver enters piece count in Mobile Tek and signs off on Mid-West paperwork to confirm piece count. If there are any discrepancies in the driver notes, it is in Mid-West paperwork. Packages will vary in size and weight.

Deliver to: UPS Hub Trenton
4 Fairground Road
Trenton, NJ 08619

Delivery Time: Direct Drive closes at 8:00pm

Delivery Procedure: Driver goes into UPS office first; they tell him what bay to pull into. Driver unloads freight onto conveyor belt

Contact Mid-West: Shane Young cell 484- 684-4051
Office: 800-643-9378

Vehicle: Sprinter on Monday
Cargo Van: Tuesday – Friday

Contact: Shane Young Cell: 484-684-4051
Office: 800-643-9378

Frequency: Monday - Friday

Mid-West Vet Bel Air, MD SOP:

Pick Up: Mid-West Veterinary Supply
2420 Boulevard of the Generals
Norristown, Pa 19403

Pick up time: 2:15pm – 2:30pm

Pick up Procedures: Driver will pick up and count the freight designated for Bel Air Md. Driver enters piece count in Mobile Tek and signs off on Mid-West paperwork to confirm piece count. If there are any discrepancies in the driver notes, it is on Mid-West paperwork. Packages will vary in size and weight.

Deliver to: FedEx Office Print Shop
508 Baltimore Pike
Bel Air MD, 210014

Delivery Time: direct drive closes at 5:00pm

Delivery Procedure: Driver delivers packages inside FedEx building and places them on the counter. The packages will be scanned by the FedEx employee.

Contact Mid-West: Shane Young cell 484- 684-4051
Office: 800-643-9378

Vehicle: Cargo Van

Frequency: Monday - Thursday

Midwest Vet SOP – Harrisburg Drop Shipper

Overview:

The Derry St customer counter will close on 10/13/2023. Midwest Vet will now drop off their volume at the Harrisburg facility. The average daily volume is 25 pieces.

Operation:

Drop Off Address is: 1821 S 19th St., Harrisburg, PA 17104.

The Midwest Vet driver should call either Dan Maxwell (Operation Supervisor) or Tyler Friedrich (PT Operation Supervisor). Note – Call once on Gibson Blvd or S 19th St.

Dan Maxwell's Cell: (717) – 877 – 6865

Tyler Friedrich's Cell: (717) – 379 – 7987

The supervisors will tell the driver directly what door to back up to for offloading.

If the driver arrives before 8:00 PM, he/she will pass the guard shack and follow the blue path.

If the driver arrives after 8:00 PM, he/she will pass the guard shack and follow the red path.

