

ELEVATOR / PITS:

- Stay in your assigned lane all the way to the stop sign prior to the elevator. Please have your radio on CH 19.
- Please leave room for trucks to back out of a gate in necessary. Only 1 truck in front of a bay at a time.
- Pull up to your assigned bay, scan your card and the gate will open. Pull forward and make sure your trailer is positioned over the dump. **If you make a mess, please sweep it up!**
- If you get to the pits and the gate does not open for you, call 402-533-4188 either from the phones by the gates or on your cell.
- If the gate arm is stuck in the upright position, you still must scan your card and call on CH 19 when you approach the outbound scale.
- Proceed back around bins to the outbound scale and scale house to get your outbound ticket. Be sure to stop at the stop sign. **Make sure to check your ticket before leaving Cargill to make sure it is correct.** Incorrect tickets called into the office after you leave will be charged a \$25.00 fee to correct.

SAFETY:

Safety is the highest priority at Cargill Corn Milling. To ensure a safe business environment, the following restrictions will apply:

Please observe all plant speed limits and stop signs.

It is against Cargill policy to crawl on/in or under your trailer while on Cargill property.

Children (16 years of age or younger) are not permitted out of the truck on Cargill property.

Smoking and/or the use of alcohol or chewing tobacco is not permitted while on Cargill property.

Equipment deemed unsafe or in poor mechanical condition will be rejected.

Firearms, ammunition, weapons or explosives are not allowed on Cargill property.

Porta potty's are available in 3 areas. It is against policy to urinate anywhere while on Cargill property.

In case of a weather emergency a Cargill employee will give you instructions for evacuation via channel 19.

In case of a medical emergency or property damage notify security at 402-533-4244

HELPFUL TIPS:

Have load information written down on a note pad to insure you are checked in properly. This may also help you keep track of who you are to follow when necessary.

To avoid scale issues, please wait for the previous driver to completely exit the scale before entering.

If the scale is not reading correctly due to weather conditions, contact the scale house so we can reset it.

If you have an older scan card that doesn't have our contact info on it, please let us know when you check in and we will give you a sticker with the correct info to apply to your card.

Thank you for choosing

Please review the following



Corn Receiving

Procedures and Policies

Blair, NE

Cameras are in use in staging, weighing, grading and in the elevator pit areas at all times.

Contact Information

Scale house: 402-533-4188
Grading: 402-533-4243
Office: 800-228-7038
Cargillag.com

STAGING ETIQUETTE:

- Have your CB radio on CH 19 until you reach grading.
- Fill current lane before starting a new one.
- If there are multiple lines use your flashers, so the next driver knows who he is to follow.
- **Stay in your lane.**
- Take notice of the truck ahead of you, so you know when to go forward. If you're unsure who you follow. Use CH 19 to communicate to the other drivers
- **Do not pass others drivers stopped to unroll their tarp.**
- When all 4 lanes are full we will convert the outbound lanes to inbound. Please do not block the corner going into the 4 lanes, this prevents trucks from forming a new line as they are available. Please contact the scale house when filling the outbound lanes.
- When all 6 lanes (inbound and outbound) are full the over flow will go into the parking lot, it is imperative you know who you follow.
- When outbound lanes are used for inbound trucks, exit by going straight to the stop sign by the visitors center.

CHECK IN:

You must call the office **before** bringing corn for a new customer. **We cannot enter new customers in the system at the scale house.**

You must know:

- Who you are hauling for (and how to spell it)
- Is it a contract or spot load
- Is it a split load, if so it must be in the system prior to coming to Cargill, **we cannot enter new splits in the system at the scale house.**

SCALES:

- When approaching the scale you will get a Red "X" when your truck is in position.
- Wave your card in front of the scanner, you will get a "yellow circle" while the scale is reading your weight.
- When you receive a "green arrow" you can exit the scale.
- If you do not receive a "green arrow" do not leave the scale, contact the scale house on CH 19 or call 402-533-4188 to verify your weight was taken.

GRADING:

Inside Probe CH 21

Outside Probe CH 25

- When you approach grading make sure your radio is on, working, and on the correct channel. **If you DO NOT have a working radio please use the inside probe and wait for them to give you the lights to indicate which lane and pit to use.**
- Please stop promptly when the red light turns on. Give grading your scan card number so they know who you are. You must tell them if it is new corn.
- Wait for your load to be graded and the traffic signal light turned off, before slowly proceeding forward to the first stop sign (the one you use on your way to the outbound scale) as you wait for your lane and pit assignments.
- If your load gets rejected you must pull out of line and stop at the back of the grading building to get your slip from them. **You will not weigh out when your load is rejected,** use the gate on the east side of the outbound scale to exit. Contact the scale to open the gate if necessary.