Daktronics works with freight carriers to provide safe delivery of equipment to its customers. We understand the importance of getting the equipment to you on a timely basis to meet your project deadline.

To help meet this goal, when Daktronics ships your order, and contact information is provided, you will receive an e-mail with the order number, a link to a tracking site, and the tracking number.

Described below are the three primary modes Daktronics uses to ship equipment to customers. Use the following guidelines on what to expect when the shipment arrives. The receiver is responsible to provide personnel, equipment, and appropriate training to safely unload equipment from the carrier.

**Small Parcel**
This type of shipping is used for displays that weigh less than 90 pounds and do not exceed the carrier’s dimension and weight restrictions. These are generally small, light packages. Deliveries can be made to either residential or commercial addresses. Examples are UPS or Federal Express.

**LTL and TL Dry Van (Enclosed Trailer)**
Equipment is loaded and unloaded through the rear doors of an enclosed trailer and requires elevated access to enter the trailer.

If a dock is not available, the receiver must make alternate preparations (equipment and personnel) to safely unload the equipment. This includes partial loads shipped via enclosed trailer.

**Unloading Equipment**
- Fork lift – do not use for boxed items
- Pallet jack
- Two-wheel dolly
- Flat, wheeled cart
- Additional qualified personnel to lift equipment boxes

**Note:** Handle boxes with care. Dropping boxes will damage display equipment inside.

**Independent/TL Flatbed**
The delivery arrives on a flat bed trailer. The primary method to unload is by lifting from above. The crated equipment has lift eyes or other connection points to attach lifting slings.

Some equipment may be unloaded by forklift, but fork pockets are not provided on all Daktronics packaging. If fork pockets are not present, do not attempt to lift from the bottom.

**Required Equipment**
1. Crane or tellehandler with appropriate lifting capacity for the items being unloaded.
2. Rigging (lifting straps, shackles) with the
appropriate lifting capacity for the items being unloaded.

3. Spreader beam: Large/long Daktronics equipment must be rigged vertically to avoid damage to lifting points. The receiver is responsible to verify if a spreader beam is necessary.

4. Tag lines for safe movement of the item

5. Ladder for access to lifting points.

6. Required fall protection while attaching to and detaching from lift points.

7. Forklift, if appropriate.

**After Unloading**

Receiver is responsible to secure equipment once it is removed from the trailer.