Bill of Lading Signing Checklist

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Read the BOL before you sign it, every time. Write exceptions on the BOL itself, on every copy, and take photos of the trailer, the freight and the seal.

At pickup

- [ ] Shipper and consignee names and addresses match the rate con
- [ ] BOL number, PO and reference numbers match the rate con
- [ ] Piece or pallet count and weight written on the BOL
- [ ] If you could not watch the loading or count it, write SL&C (shipper load and count) next to your signature
  This notes that the shipper, not the driver, counted the freight.
- [ ] Seal number written on the BOL and matches the seal on the doors
- [ ] Load secured: load bars or straps in place, weight spread for axle limits
- [ ] Photos: freight in the trailer, the seal, the BOL

At delivery

- [ ] Seal intact and number matches the BOL before the doors open; receiver breaks the seal
- [ ] Count verified with the receiver
- [ ] Any overage, shortage or damage written as an exception on every copy before signing
  Example wording: '2 pallets short', '1 carton crushed, contents unknown', 'shrink wrap torn on pallet 6'.
- [ ] Receiver's printed name, signature, date and in and out times
- [ ] Lumper receipt collected, if a lumper unloaded
- [ ] Photos of the signed BOL sent to dispatch right away

Sources (checked November 2026)

49 CFR Part 373, Receipts and bills (eCFR): https://www.ecfr.gov/current/title-49/subtitle-B/chapter-III/subchapter-B/part-373