



### **Third Coast Terminals – Friendswood**

Third Coast Terminals (Friendswood)  
18410 Dace Road  
Alvin TX 77511  
gherrin@3cterminals.com  
[plantoperations-ss@3cterminals.com](mailto:plantoperations-ss@3cterminals.com)

#### **Terminal Hours:**

Full load customer pick-ups 8am-5pm cst Monday – Friday (Driver must be checked in at operations window by the appointment time to avoid late fees)

LTL load customer picks-ups 10a-4pm cst Monday - Friday (Driver must be checked in at the operations window by 4p to avoid any late fees)

### **Scheduling Requirements**

Third Coast requires an appointment to be made a minimum 48 hours prior to the carrier arriving at the warehouse. Please use the OQ order number when making the initial appointment. Third Coast will then provide a specific pick up number that the driver must provide the warehouse on the day of the appointment.

Please note - Third Coast assesses the following fees. (Attached)

Rush Fees – For appointments made with less than 48 hour lead time.

Late Fees – For carriers not arriving on time for the appointment.

No Show Fees – For carriers not showing up for the appointment date.

Pickup Address is:

Third Coast Terminals (Friendswood)  
18410 Dace Road  
Alvin TX 77511

Terminal Hours are as follows:

Full load customer pick-ups 8am-5pm cst Monday – Friday (Driver must be checked in at operations window by the appointment time to avoid late fees)

LTL load customer picks-ups 10a-4pm cst Monday - Friday (Driver must be checked in at the operations window by 4p to avoid any late fees)

Must call or email 48 hours in advance for an apt: MANDATORY

Call Glenda Herrin at 281-997-5045

Email both of the following

[gherrin@3cterminals.com](mailto:gherrin@3cterminals.com)

[plantoperations-ss@3cterminals.com](mailto:plantoperations-ss@3cterminals.com)



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To our valued customers

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7/16/2015

**Service fee policy Third Coast Terminals, Pearland/TX, Update**

Dear Customer,

As per our letter dated November 14<sup>th</sup>, 2014 we have informed you about the service fee policy of our warehouse at Third Coast Terminals (TCT), Pearland/TX.

All carriers are requested to book appointments and to show up at the agreed time otherwise fees will apply. TCT has now updated the fees for no shows, rush orders, etc. with immediate effect.

We kindly ask you to forward the attached updated service fee policy to your carrier(s). Please emphasize the importance to strictly follow the attached instructions in order to avoid fees. Oxea doesn't have any influence on the fees charged by TCT.

We kindly ask for your understanding that Oxea will continue to pass on any fees to you that were caused by your carrier.

Please let me know if you have questions.

Yours sincerely,