



# Vehicle Shipping Instructions

Following these instructions will help ensure the successful transport of your vehicle aboard a TOTE Maritime Alaska vessel.

## Prohibited Items

The shipment of firearms, ammunition, hazardous material, and explosives in any vehicle is prohibited.

## General Condition

Before tendering a vehicle for shipment, be sure to:

1. Wash it to make sure it is clean enough for suitable inspection to determine any pre-existing damage.
2. Disconnect sensitive car alarms prior to arrival at the terminal.
3. Winterize it to minus 40 degrees - Vehicles received for shipment must have radiators and batteries adequately protected from freezing.
4. Make sure it has no more than one quarter (1/4) tank of fuel.

## Operating Condition

Please call TOTE if your vehicle is inoperable or not in safe operating condition. The definition of safe operating condition includes, but is not limited to:

1. Fully operative brakes
2. Fully operative steering mechanism
3. Self-propelled, where that is the normal mode of operation for the vehicle
4. All tires properly inflated to manufacturer's recommended operating pressure
5. Power transmission / driveline connected and operating
6. Must have 5" ground clearance of lowest part of vehicle

Vehicles that are not in safe operating condition when tendered to TOTE Maritime will be considered disabled and shipped (typically on a flatbed trailer) under the charges and provisions of Disabled or No Start Vehicles in TOTE Maritime Tariff STB 600, Item 101. TOTE Maritime may refuse to accept a vehicle if its condition is considered too dangerous for shipment.

## Fuel

Vehicles may have no more than one-quarter (1/4) tank of combustible fuel. This is a non-negotiable, US Coast Guard Regulation, so please take this into consideration when getting ready to ship. Vehicles equipped with propane tanks for auxiliary uses must be delivered for shipment with the tank valves securely closed with tape or zip- tie.

## Electric Vehicles (EV) Battery

TOTE Maritime Alaska has placed an indefinite suspension on the shipment of electric vehicles (EVs), plug in hybrids, and roll-on/roll-off (RO/RO) lithium-ion battery powered machinery.



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## Personal Effects

Shipping personal effects inside your vehicle will incur a flat fee of **\$181**. It is strongly recommended that you leave nothing of significant value in the vehicle.

- All cargo loaded to vehicles tendered for shipment must be visible and accessible for inspection.
- Personal effects cargo must be packaged and secured in a manner acceptable to the Carrier.
- No personal effects will be allowed in the front seat(s) or on the floor behind the driver's seat.
- While in the driver's seat, 360-degree visibility is required, and cargo is not permitted above the windowsills.
- Personal effects, when loaded to the bed of a pickup truck, are not permitted above the level of the cargo bed, and must be adequately protected and secured by the Shipper.
- All loads are subject to Carrier inspection and approval. Carrier may refuse any vehicle containing inaccessible, suspicious, or prohibited articles.

The following frequently used vehicle accessories are allowed and shall not be considered personal effects:

- In cabin of vehicle: child seats/restraining systems, car seat cushions/mats, typical and customary glove box contents and other low value items for travel comfort and conveniences.
- In vehicle trunk or bed of pickup truck: spare tires (up to 4), car jacks, chains, flashlights, and tools for normal vehicle use.
- Does NOT include hazardous items, or containers used for gasoline.

## Special Equipment Attached to Vehicles

TOTE Maritime will not accept responsibility or liability for loss or damage to special equipment on motor vehicles unless the shipper completes and signs the motor vehicle questionnaires on TOTE Maritime's Bill of Lading at the time the vehicle is offered for shipment.



# Vehicle Shipping Instructions

## Port Locations and Office Hours:

### **Tacoma, WA Vehicle Gate**

#### Drop Off Hours

8:00-3:00pm Wednesday, Friday

8:00-4:00pm Monday, Tuesday, Thursday

#### Pick Up Hours

8:00-4:00pm Monday-Friday

253-238-8450

Vehicles@totemaritime.com

500 E Alexander Ave

Tacoma, WA 98421

### **Anchorage, AK Vehicle Gate:**

8:00am-4:00pm, Monday-Friday

4:00pm-4:40pm, Monday-Friday **(by appointment only)**

907-265-7252

ANC.vehicles@totemaritime.com

2511 Tidewater Rd

Anchorage, AK 99501