

TOP FLIGHT TRANSPORTATION EARLY PAY FORM

PHONE (503) 419-2712

FAX (503) 419-2730

EARLY PAY!* Cost: 3% of Invoice Total, Plus Next Day Air Charges if Requested.

TOP FLIGHT WILL PAY YOUR INVOICE WITHIN 7 – 10 BUSINESS DAYS OF RECEIPT OF YOUR REQUEST.* ALL REQUESTS RECEIVED AFTER 10:00AM WILL BE TREATED AS BEING RECEIVED THE FOLLOWING DAY.

I, _____, as an authorized representative of _____,

Request that our Invoice(s) # _____, Top Flight Pro(s) # _____,

Be EARLY PAID, as described below:

Please send payment as checked below:

_____ Regular Postal Mail
_____ Overnight Express Air (extra charge of \$30.00) **
_____ 2nd Day Express Air (extra charge \$20.00) **
_____ Saturday Air Delivery (extra charge \$40.00) **
_____ Please use my FEDEX account# _____

I understand that there is a surcharge fee of 3% of the freight Invoice for this service as described above, and there may be additional charges for shipping.

Authorized Signature

Date

- **FAXES NOT ACCEPTED - All invoices must provide original, non-exception delivery documents, signed by consignee and driver, and/or as detailed on the Top Flight Dispatch Confirmation.**
- **Filling out one form or writing “ALL” in the invoice field WILL NOT SET UP FUTURE INVOICES TO BE EARLY PAID – a new, completed form is required for each invoice.**