

Customer Information Update

To update your specific company information with New Penn Motor Express please fax this page to 717-274-5593 or mail it to: New Penn Motor Express

C/o Customer Information Update
625 S 5th Ave
Lebanon, PA 17042

Account Number: _____ Company Name: _____

Your Name: _____ Phone: _____ Fax: _____

*****Please fill out only those sections that have changed*****

Company Name change to : _____

Shipping/Receiving Location change of address: _____

Billing Location change of address: _____

***Check the box indicating the Invoice Type to be sent to the above address:

Out bound Prepaid Inbound Collect 3rd Party

***If you leave a box blank then those invoices will continue to go to the current address that is receiving them. If you want all types of invoices to go to the same Billing Address check every box. If you want different invoices to go to different "new" addresses please fill out additional "Customer Information Update" forms.

If a document is needed to confirm an invoice for payment please check the box below:

- | | |
|--|--|
| <input type="checkbox"/> Bill of Lading – Collect Shipments | <input type="checkbox"/> P.O.D – Collect Shipments |
| <input type="checkbox"/> Bill of Lading - PPD Shipments | <input type="checkbox"/> P.O.D – PPD Shipments |
| <input type="checkbox"/> 3 rd Party Shipment Bill of Lading | <input type="checkbox"/> 3 rd Part Shipment P.O.D |
| <input type="checkbox"/> Duplicate Invoice Copy | <input type="checkbox"/> Partner Carrier P.O.D or Bill of Lading |

Comments:
