

Email Communication

1. Booking the Load

To: dispatch@bluepeakfreight.example
CC: logistics@northstarlogistics.example
Subject: Shipment Ready for Pickup 09/21/2026 - Columbus, OH to Indianapolis, IN | US081126-047

Hi Dana and BluePeak team,

We have a shipment ready for pickup on 09/21/2026 during the 9:00 AM - 12:00 PM appointment window. Please confirm that your driver is available and advise the driver name, truck number, and estimated arrival time.

Shipment details are as follows:

Ship From:
Summit Ridge Fulfillment
1400 Example Distribution Way, Dock 4
Columbus, OH 43228

Ship To:
Harborline Retail Solutions
8800 Demo Commerce Boulevard, Receiving Door 7
Indianapolis, IN 46241

Freight:
2 pallets - 48 x 40 x 52 in. each
1,180 lbs. total | Boxed LED display components
Class 125 | Non-hazardous

Best regards,
Gilbert Capistrano
Logistics Coordinator | Northstar Logistics Solutions
e: gilbert@northstarlogistics.example
p: 614-555-0186

2. Carrier Pickup Confirmation Request

To: dispatch@bluepeakfreight.example
CC: logistics@northstarlogistics.example
Subject: US081126-047 - Columbus, OH to Indianapolis, IN
Attachments: BOL_US081126-047.pdf; Rate_Confirmation_US081126-047.pdf

PLEASE CONFIRM RECEIPT OF THIS EMAIL

Hi Dana,

This is a go for pickup tomorrow, 09/21/2026, during the confirmed window of 9:00 AM - 12:00 PM.

Please see the attached Rate Confirmation and Bill of Lading. The accepted carrier rate is \$725.00

USD. The freight is non-stackable, and liftgate service is required at delivery.

Best regards,
Gilbert Capistrano
Logistics Coordinator | Northstar Logistics Solutions
e: gilbert@northstarlogistics.example
p: 614-555-0186

3. Carrier Confirmation

From: dispatch@bluepeakfreight.example
To: gilbert@northstarlogistics.example
CC: logistics@northstarlogistics.example
Subject: RE: US081126-047 - Columbus, OH to Indianapolis, IN

Confirmed. We received the Bill of Lading and Rate Confirmation. The pickup window and delivery requirements are noted.

Thank you,
Dana Ortiz
Dispatch | BluePeak Freight LLC
p: 312-555-0148

4. Sending Pickup Confirmation to the Customer

To: jordan.blake@summitridge.example
CC: logistics@northstarlogistics.example
Subject: US081126-047 [PO #: 468215730] - Columbus, OH to Indianapolis, IN
Attachment: BOL_US081126-047.pdf

Hi Jordan,

We have dispatched BluePeak Freight LLC for pickup tomorrow, 09/21/2026, during the 9:00 AM - 12:00 PM appointment window.

Please see the attached Bill of Lading for your records and provide a copy to the shipping team.

Best regards,
Gilbert Capistrano
Logistics Coordinator | Northstar Logistics Solutions
e: gilbert@northstarlogistics.example
p: 614-555-0186

5. Track and Trace the Shipment

To: dispatch@bluepeakfreight.example
CC: logistics@northstarlogistics.example
Subject: RE: US081126-047 - Columbus, OH to Indianapolis, IN

Hi Dana,

Please provide the driver's pickup ETA for today, 09/21/2026. The shipper is available during the confirmed 9:00 AM - 12:00 PM window.

Best regards,
Gilbert Capistrano
Logistics Coordinator | Northstar Logistics Solutions
e: gilbert@northstarlogistics.example
p: 614-555-0186

6. Carrier Pickup Update

From: dispatch@bluepeakfreight.example
To: gilbert@northstarlogistics.example
CC: logistics@northstarlogistics.example
Subject: RE: US081126-047 - Columbus, OH to Indianapolis, IN

Hi Gilbert,

The driver is en route and the current pickup ETA is 10:15 AM.

We will confirm once the freight has been picked up.

Thank you,
Dana Ortiz
Dispatch | BluePeak Freight LLC
p: 312-555-0148

7. Sending Shipment Updates to the Customer

To: jordan.blake@summitridge.example
CC: logistics@northstarlogistics.example
Subject: RE: US081126-047 [PO #: 468215730] - Columbus, OH to Indianapolis, IN

Hi Jordan,

The carrier is en route, and the current pickup ETA is 10:15 AM today.

We will send another update once the freight has been picked up.

Best regards,
Gilbert Capistrano
Logistics Coordinator | Northstar Logistics Solutions
e: gilbert@northstarlogistics.example
p: 614-555-0186

8. Pickup Completed Confirmation

From: dispatch@bluepeakfreight.example
To: gilbert@northstarlogistics.example
CC: logistics@northstarlogistics.example
Subject: RE: US081126-047 - Columbus, OH to Indianapolis, IN

Hi Gilbert,

Pickup completed at 10:42 AM.

The driver received 2 pallets at 1,180 lbs. total with no visible exceptions. Delivery ETA is

09/22/2026 between 1:00 PM and 3:00 PM.

Thank you,
Dana Ortiz
Dispatch | BluePeak Freight LLC
p: 312-555-0148

9. Sending Proof of Delivery Request

To: dispatch@bluepeakfreight.example
CC: logistics@northstarlogistics.example
Subject: RE: US081126-047 - Delivery Status / POD Request

Hi Dana,

Please confirm the delivery status for shipment US081126-047 and send the signed Proof of Delivery once available.

Best regards,
Gilbert Capistrano
Logistics Coordinator | Northstar Logistics Solutions
e: gilbert@northstarlogistics.example
p: 614-555-0186

10. Delivery Confirmation

From: dispatch@bluepeakfreight.example
To: gilbert@northstarlogistics.example
CC: logistics@northstarlogistics.example
Subject: RE: US081126-047 - Delivery Status / POD Request
Attachment: POD_US081126-047.pdf

Hi Gilbert,

Shipment delivered on 09/22/2026 at 2:18 PM.

The delivery was completed with no reported exceptions and signed for by Taylor Reed. Please see the attached Proof of Delivery.

Thank you,
Dana Ortiz
Dispatch | BluePeak Freight LLC
p: 312-555-0148

11. Customer Delivery Notification

To: jordan.blake@summitridge.example
CC: logistics@northstarlogistics.example
Subject: RE: US081126-047 [PO #: 468215730] - Delivered
Attachment: POD_US081126-047.pdf

Hi Jordan,

The shipment was delivered on 09/22/2026 at 2:18 PM.

The carrier reported no delivery exceptions. Please see the attached signed Proof of Delivery for your records.

Best regards,
Gilbert Capistrano
Logistics Coordinator | Northstar Logistics Solutions
e: gilbert@northstarlogistics.example
p: 614-555-0186