

PICKUP REQUEST MADE EASY



Have you already used our My Estes Shipping Tools to request a rate quote or generate a BOL? If so, you can easily create a pickup request that's pre-populated with all your important freight details!

- **From the Rate Quote Tool:** Schedule your pickup straight from the Rate Quote results screen. Or, come back later and generate a pickup request using any valid quote in your **Rate Quote History** tab.
- **From the BOL Tool:** Create a pickup request straight from the BOL confirmation screen. Or, if you've created a BOL template to revisit later, navigate to the **BOL Template** tab and schedule your pickup from there!

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To create a new pickup request, navigate to the **My Estes Pickup Request** application:

<https://www.estes-express.com/myestes/pickup>

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Log in to your **My Estes** account.

My Estes Login

Enter your username and password to log in to My Estes.

Username *

shiptest



Password *



LOG IN



[Forgot Password?](#)

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Select your account from the dropdown menu or use the **search feature** to find the account you're looking for.

Account Information

My Accounts

Select Account

Search by Account #, Company Name, or Address


Displaying 1 - 3 of 3

Account #	Type	Company Name	Address
B068029	Regular	Test Account 1	11700 Old Centralia Rd, Chester, VA 23831
0212125	Regular	Test Customer	11710 Commerce, Richmond, VA 23234
0231234	Regular	Test Customer	1100 Commerce Road, Richmond, VA 23234

Phone Number

Extension (Optional)

Company Name *



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If you frequently use one account for shipping, be sure to click the **Set as Default Account** box so we remember this the next time you log in or complete a form.

Account Information


My Accounts

B068029 – Regular – Test Account 1 – 11700 Old Centralia Rd, Chester, VA 23831

Set as Default Account

Shipper Consignee Third-Party Other

Requester Details **Pickup**



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If you set your role to **Shipper** at the top of the screen, the pickup location will be prefilled based on your account address. You can then add a different Pickup Location address using your Address Book or the Accounts dropdown.

Requester Details

Address Book (Optional)
Select Address

or [Manage My Address Book](#)

Contact Name *

Email *

Phone Number * (888) 888-8888 Extension (Optional)

Dock Contact Details

Use Requester Information

Address Book (Optional)
Select Address

or

Contact Name *

Pickup Location

Select from Accounts Select from Address Book

My Accounts (Optional)
8068029 - Regular - Test Account 1 - 11700 Old Centralia Rd, Chester, VA 23831

Company Name *
TEST ACCOUNT 1

Address Line 1 *
11700 OLD CENTRALIA RD

Address Line 2 (Optional)

ZIP Code *
23831

Country *
USA

Chester, VA

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You may specify a separate dock contact in case our driver needs to reach out about your pickup. Simply add the contact information in the **Dock Contact Details** section or import a contact from your Address Book.

If you don't have a separate dock contact, check the **Use Requester Information** box to copy your requested details to the section below.

Phone Number * (804) 353-1900 Extension (Optional)

11700 OLD CENTRALIA RD

ZIP Code * 23831 Country * USA

Chester, VA

Dock Contact Details

Use Requester Information

Address Book (optional)
Select Address

or

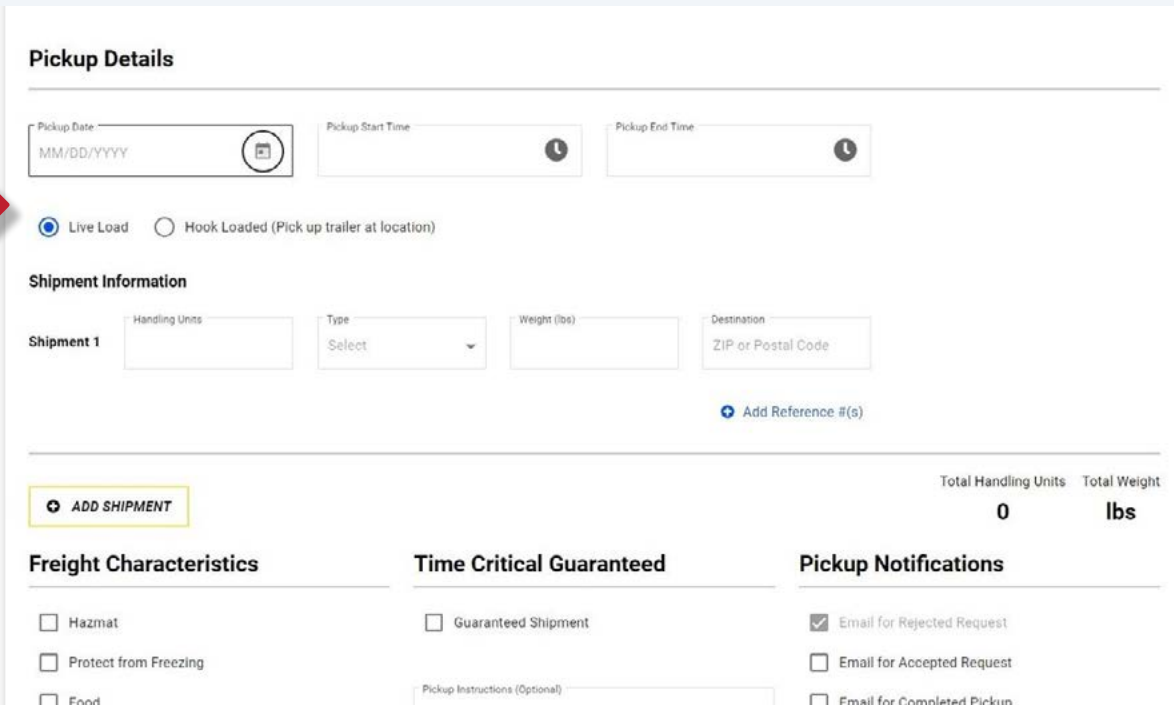
Contact Name *
Ashley Smith

Email *
ashley.smith@test.com

Phone Number * (804) 353-1900 Extension (Optional)

7 Next, it's time to enter your pickup information.

Select the pickup date, start and end times, and indicate whether you are requesting a live load or hook loaded shipment.



Pickup Details

Pickup Date: MM/DD/YYYY Pickup Start Time: Pickup End Time:

Live Load Hook Loaded (Pick up trailer at location)

Shipment Information

Shipment 1: Handling Units: Type: Weight (lbs): Destination:

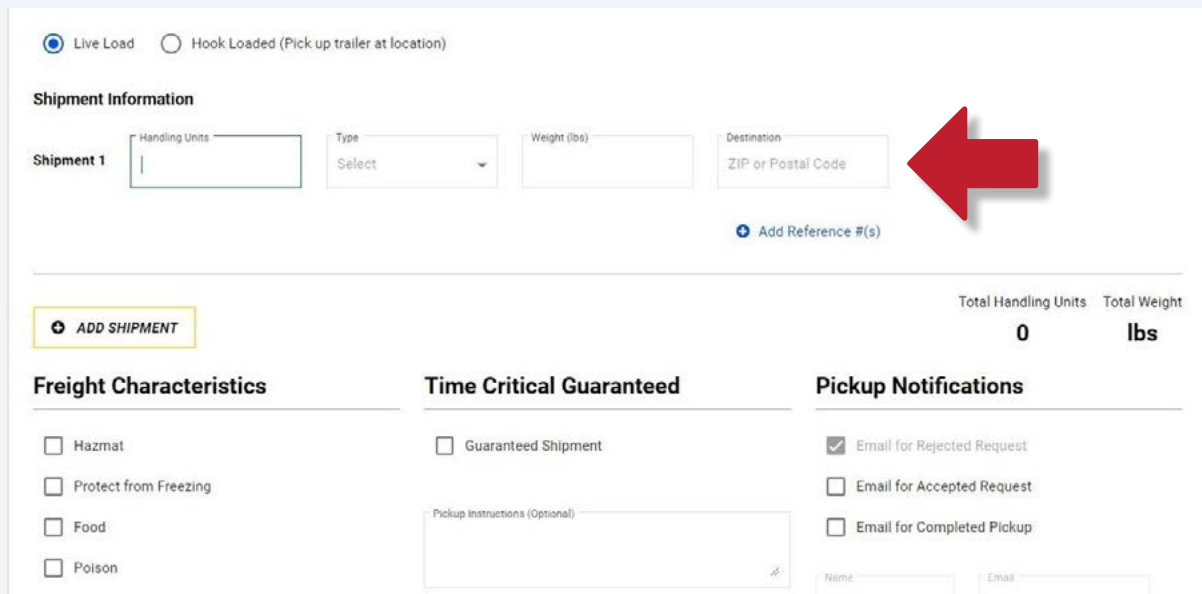
Total Handling Units: 0 Total Weight: lbs

Freight Characteristics Hazmat Protect from Freezing Food

Time Critical Guaranteed Guaranteed Shipment

Pickup Notifications Email for Rejected Request Email for Accepted Request Email for Completed Pickup

8 If you are requesting a driver to pick up a live load, enter your shipment details, including Handling Units, Type, Weight, and the Destination ZIP code.



Live Load Hook Loaded (Pick up trailer at location)

Shipment Information

Shipment 1: Handling Units: Type: Weight (lbs): Destination:

Total Handling Units: 0 Total Weight: lbs

Freight Characteristics Hazmat Protect from Freezing Food Poison

Time Critical Guaranteed Guaranteed Shipment

Pickup Notifications Email for Rejected Request Email for Accepted Request Email for Completed Pickup

Name: Email:

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Below your shipment, you have the option to **Add Reference Numbers**. You may add up to 30 reference numbers for each shipment.

Hook Loaded (Pick up trailer at location)

Shipment Information

Handling Units	Type PALLET	Weight (lbs) 700	Destination 20003 Washington, DC
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[+ Add Reference #\(s\)](#)

Shipment Total Handling Units: 1

Characteristics	Time Critical Guaranteed	Pickup Notifications
<input type="checkbox"/> In Freezing	<input type="checkbox"/> Guaranteed Shipment Pickup Instructions (Optional)	<input checked="" type="checkbox"/> Email for Rejected Requests <input type="checkbox"/> Email for Accepted Requests

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You also have the option to add multiple shipments to a single pickup request for a more streamlined experience.

Simply click the **Add Shipment** button and enter your shipment details.

Shipment Information

Shipment 1	Handling Units 1	Type PALLET	Weight (lbs) 700	Destination 20003 Washington, DC	⊖
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[+ Edit Reference #\(s\)](#) [+ Remove Reference #\(s\)](#)

Shipment 2	Handling Units	Type Select	Weight (lbs)	Destination ZIP or Postal Code	⊖
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[+ Add Reference #\(s\)](#)

+ ADD SHIPMENT	Total Handling Units 1	Total Weight 700 lbs
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Freight Characteristics	Time Critical Guaranteed	Pickup Notifications
<input type="checkbox"/> Hazmat	<input type="checkbox"/> Guaranteed Shipment	<input checked="" type="checkbox"/> Email for Rejected Request

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To request a liftgate, navigate to the **Freight Characteristics** section and select the **Liftgate** option.

Next, check any additional characteristics that describe your freight, request a guaranteed pickup, or add additional email addresses for pickup notifications. You can also select whether you would like to receive accepted and/or completed pickup notifications.

Shipment Information

Shipment 1

Handling Units *

Type *

Weight (lbs) *

Destination *

[Add Reference #\(s\)](#)

ADD SHIPMENT Total Handling Units: **0** Total Weight: **lbs**

Freight Characteristics	Time Critical Guaranteed	Pickup Notifications
<input type="checkbox"/> Hazmat	<input type="checkbox"/> Guaranteed Shipment	<input checked="" type="checkbox"/> Email for Rejected Request
<input type="checkbox"/> Protect from Freezing	<input type="text" value="Pickup instructions (Optional)"/>	<input type="checkbox"/> Email for Accepted Request
<input type="checkbox"/> Food		<input type="checkbox"/> Email for Completed Pickup
<input type="checkbox"/> Poison		<input type="text" value="Name (Optional)"/> <input type="text" value="Email (Optional)"/>
<input type="checkbox"/> Overlength		
<input checked="" type="checkbox"/> Liftgate		
<input type="checkbox"/> Do Not Stack		
REQUEST PICKUP		ADD ADDITIONAL CONTACT

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You're all set! Click the **Request Pickup** button to submit your pickup request.

Freight Characteristics

- Hazmat
- Protect from Freezing
- Food
- Poison
- Overlength
- Liftgate
- Do Not Stack

Time Critical Guaranteed

- Guaranteed Shipment

Pickup Instructions (Optional)

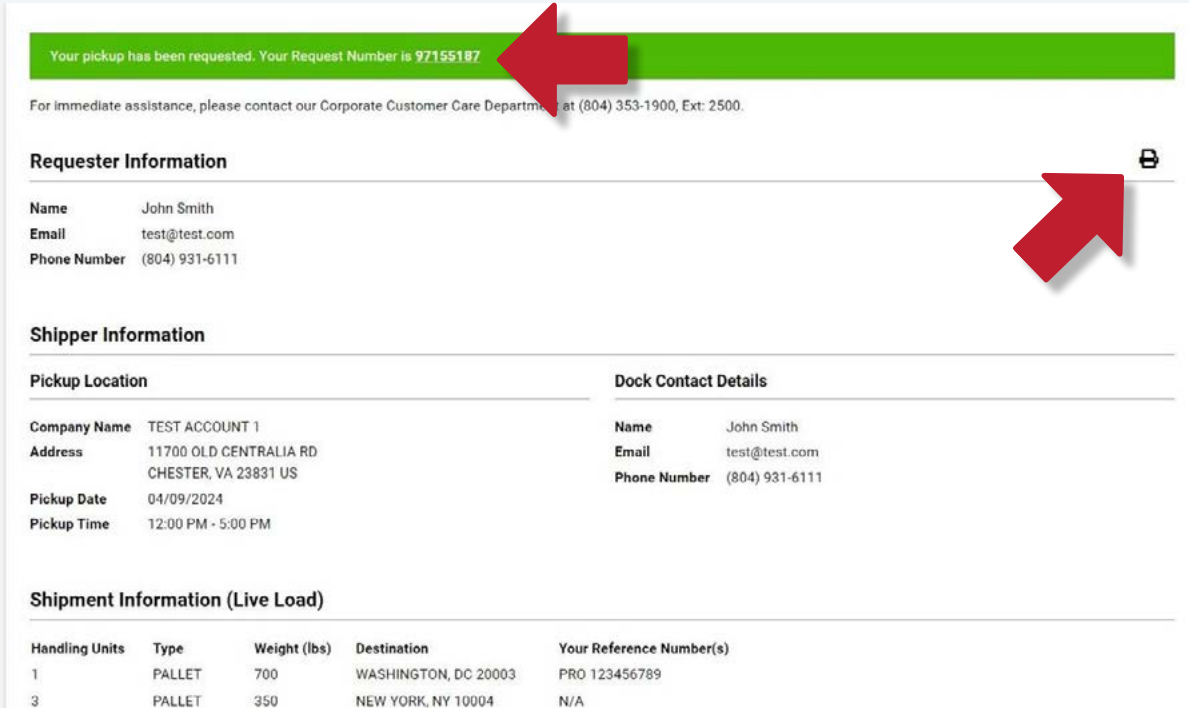
REQUEST PICKUP



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Once you submit, you'll see a confirmation screen, where you can note your pickup request number or click the link to track your pickup on our award-winning Pickup Visibility application.

You may also print the page for your records by clicking the printer icon on the far right so that a printer-friendly PDF opens in a new tab.



Your pickup has been requested. Your Request Number is 97155187

For immediate assistance, please contact our Corporate Customer Care Department at (804) 353-1900, Ext: 2500.

Requester Information

Name John Smith
Email test@test.com
Phone Number (804) 931-6111

Shipper Information

Pickup Location		Dock Contact Details	
Company Name	TEST ACCOUNT 1	Name	John Smith
Address	11700 OLD CENTRALIA RD CHESTER, VA 23831 US	Email	test@test.com
Pickup Date	04/09/2024	Phone Number	(804) 931-6111
Pickup Time	12:00 PM - 5:00 PM		

Shipment Information (Live Load)

Handling Units	Type	Weight (lbs)	Destination	Your Reference Number(s)
1	PALLET	700	WASHINGTON, DC 20003	PRO 123456789
3	PALLET	350	NEW YORK, NY 10004	N/A



Have questions about our Pickup Request tool or want to share your feedback? Email us at shippingtools@estes-express.com

Or visit [estes-express.com](https://www.estes-express.com) to learn more about how our enhanced My Estes applications are making freight shipping easier.