

GENERAL MOTORS FLEET  
SPECIAL VEHICLE MANUFACTURER



## SHIP THROUGH APPLICATION

General Motors is in receipt of your request for "Ship-Through" consideration. Complete each section in its entirety (typed, not hand written). Return with all attachments to: Wendell Mitchem General Motors Fleet.

EMAIL: [wendell.mitchem@gm.com](mailto:wendell.mitchem@gm.com)

### FACILITY

- 1. COMPANY NAME:** \_\_\_\_\_  
**MAILING ADDRESS:** \_\_\_\_\_  
**CITY/STATE/ZIP:** \_\_\_\_\_  
**CONTACT PERSON:** \_\_\_\_\_  
**PHONE NUMBER:** \_\_\_\_\_  
**EMAIL ADDRESS:** \_\_\_\_\_

- 2. UPFITTING FACILITY (IF DIFFERENT FROM ABOVE)** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_  
**CITY/STATE/ZIP:** \_\_\_\_\_  
**CONTACT PERSON:** \_\_\_\_\_  
**PHONE NUMBER:** \_\_\_\_\_  
**EMAIL ADDRESS:** \_\_\_\_\_

- 3. STORAGE LOT/RECEIVING AREA:**

Explain size/type (gravel, concrete, asphalt), fencing (height, type), location to work area, and is area susceptible to flooding? How many vehicles can you store in this lot?

- 4. VEHICLE SECURITY:**

Describe your security system or other protection systems from theft/vandalism.

- 5. Name the GM facility producing the vehicles you want to upfit and describe where your facility is from the GM facility, include the exact route from the GM plant to your facility, and the number of miles:**

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6. Are there any height or width restrictions on this route?  Yes or  No

If yes, explain:

7. Will your request require multiple Ship Thru locations?  Yes or  No (If no, go to item 8)

If yes, explain and provide required upfit locations and required ship thru routing:

	UPFITTER NAME	ADDRESS	SHIP THRU CODE
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____
6.	_____	_____	_____

### UPFITTING/MODIFICATION

8. Vehicles to be upfitted: (list the division (Chevrolet/GMC) and model designators i.e. Chevrolet Silverado, CK25903 regular cab, CG33503-Express Cutaway etc.

9. Detail modification/upfits to be performed for each model listed above.  
Note: No gases or spillable fluids may be shipped as part of vehicle alterations. (Explain if necessary).

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10. How do you secure or package loose items that are not bolted to the vehicle (such as roof racks, bed rails, spot lights)?

11. Explain in detail how modification(s) alter the dimensions of the vehicle(s) after upfitting.  
**APPLICATION WILL NOT BE CONSIDERED IF BELOW INFO IS NOT PROVIDED**

Note: Any modification outside of vehicle envelopes described below will result in Body Company being billed for transportation required to deliver and return units. It will then be Body Company's responsibility to make vehicle shipping arrangements to final dealer destination. The Body Company is responsible to insure upfit will fit on carrier (height and width restrictions, see below) at each GM Plant location.

**MAX HEIGHT: SEE BELOW    MAX WIDTH: 8' FOR MOST PRODUCTS.**

VEHICLE MODEL(S): \_\_\_\_\_ HEIGHT (REQUIRED): \_\_\_\_\_  
WIDTH (REQUIRED): \_\_\_\_\_ GROUND CLEARANCE: \_\_\_\_\_  
FRONT APPROACH ANGLE: \_\_\_\_\_ REAR APPROACH ANGLE: \_\_\_\_\_  
FRONT WEIGHT: \_\_\_\_\_ REAR WEIGHT: \_\_\_\_\_ TOTAL WEIGHT (REQUIRED): \_\_\_\_\_  
FRONT OVERHANG: \_\_\_\_\_ REAR OVERHANG: \_\_\_\_\_  
TOTAL VEHICLE LENGTH: \_\_\_\_\_

**RAIL CAR SHIPPING INFO:**

**Equinox** - CAMI - Bi Level only

**Malibu** - Fairfax - Tri Level only

**Sonic** - Orion - no rail loading, rail product shipped to distribution centers that handled both Bi-Level and Tri Level

**Trax** - San Luis Potosi/ Arlington - Arlington Bi Level only

**Full Size Truck and Van** - various plants Bi-Level

**Tri-Level Rail Car Max Height** (58.5") (Passenger cars and small SUV)

**Bi-Level Rail Car Max Height** - A Deck (lower 80")

**Bi-Level Rail Car Max Height** - B Deck (upper 87.6")

**SILVERADO 4500, 5500, 6500**

NO Upfit units over 10 feet tall (with the truck sitting on the ground, measure from the ground to the top of the body)

Max width is 96" wide (The maximum legal limit to drive the unit on U.S. roads/highways is 102")

Max length 28 feet (not common for Class 4 and 5 trucks)

**Ladder racks CANNOT be shipped installed, should be bundled, tied down and shipped inside vans for field or dealer installation.**

Mounting horns/brackets MUST be turned down or shipped loose for field/dealer installation

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12. If not covered in the above, explain how your upfit could affect shipment, loading/unloading etc...

13. **VOLUME**

How many units, by model, listed in Section 8 do you estimate will be requested for the next 12 (twelve) months?

ATTENTION: Be as accurate as possible on your estimates. The volume of units affects the cost of the Ship - Through.  
If you over estimate the volume, you could be charged for the cost difference in volume.

14. Do you or a predecessor have an existing written agreement or contract with any GM Division covering the receipt and modification/upfit of GM vehicles?  Yes or  No

15. If yes, describe the type of agreement to include the divisions and the dates of the controlling agreements.

16. Do you have a Ship Thru with other Manufacturers? If yes, how many vehicles were involved in the ship thru in the past 12 months?

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### INSURANCE

17. Do you have insurance to cover any and all losses or damage on the vehicles in your possession, care, custody and control?

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18. Is there a "cap" on the number of units or dollar amount your insurance will cover? Explain:

19. Do you have liability insurance to cover any and all injuries or death to persons or damage to property arising out of a product defect or liability stemming from labor performed, materials used or equipment installed by you?  
Please provide a certificate of insurance evidencing current coverage for questions 17 & 19.

20. Have you ever been the defendant in a lawsuit alleging a product defect or liability arising out of your use of the labor, materials, or equipment installed by you?

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21. If yes, state the name of the case, the court where the lawsuit was filed, the court number for the lawsuit and the outcome or status of the litigation.

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### WARRANTY

22. Do you supply a written warranty for all equipment installed and labor performed for each vehicle upfitted and supply warranty information for all items shipped with vehicles not installed or manufactured by your company? Explain:

23. How do you address warranty claims to vehicles damaged as a result of labor, equipment or materials installed by you?

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### FEDERAL MOTOR VEHICLE SAFETY STANDARDS

24. Do all vehicles upfitted by you comply with the F.M.V.S. standards and regulations and are they certified by you prior to shipment?

25. State the name and title of the individual at your various locations responsible for FMVSS compliance.

SVM/UPFITTER SIGNATURE

GM ACCOUNT MANAGER SIGNATURE

Please retain a copy of the approved form for your records.