



Opportunities, Inc. requires a packing list of all customer-owned items emailed to our procurement department prior to arrival at our locations. We recognize, a packing list is not prepared until shipment, but at this time, we need a packing list document emailed to Opportunities, Inc., at least 24 hours in advance to product arriving at our docks.

This is our trigger to create the purchase order (PO), which indicates to our receiving department personnel a delivery is expected and accepted. Details on the packing list must include:

- Opportunities, Inc. part number (if known)
- Total quantity per item number
- Number of containers per item number (i.e UOM Cases, Eaches, Pallets)
- Lot code of product
- Unique packing list number (Systematic cue to match delivery)
- Dropped shipped deliveries require your PO number coordinating the dropped shipment clearly documented on the packing list. (The PO number will be used as the systematic cue to match the delivery within our system.)
- Opportunities, Inc. delivery address

Please send electronic packing list via email to:

- Opportunities Material Coordinator at opprec@oppinc.com
- Your Customer Service Representative.

Please note, as of January 7, 2020, deliveries that arrive without advance receiving notification and/or a scheduled dock appointment, will result in load refusal and a charge of \$75.00 to process a non-advanced receiving notification.

We have many receiving locations to serve you. All locations need scheduled dock appointments. This will assure that resources are available to respond/receive all deliveries promptly.

Please reference our contact and warehouse location list below:

Your carriers should contact:

1. Opportunities, Inc.
Attn: Meredith Stevens
200 East Cramer St
Fort Atkinson, WI 53137
PH: 920-563-2437 x4611
Email: mstevens@oppinc.com
Dock Times: 7:00am – 3:00pm
2. Opportunities, Inc.
Attn: Bob Lewicki
201 East Cramer St
Fort Atkinson, WI 53137

PH: 920-563-2437 x4206
Email: mstevens@oppinc.com
Email: blewicki@oppinc.com
Dock Times: 7:00am – 3:00pm

3. Opportunities, Inc.
Attn: Chad Wintermute
925 Jefferson St
Fort Atkinson, WI 53137
PH: 920-563-2437 x4324
Email: cwintermute@oppinc.com
Dock Times: 7:30am – 3:00pm

4. Opportunities, Inc.
Attn: Anthony Hirsch
930 Stewart St.
Madison WI 53713
PH: 608-274-1894 x4307
Email: ahirsch@oppinc.com
Dock Times: 7:30am – 3:00pm

5. Opportunities, Inc.
Attn: Linda Wandersee
1745 Executive Drive
Oconomowoc, WI 53066
PH: 262-569-8888 x4075
Email: lwandersee@oppinc.com
Dock Times: 7:30am – 3:00pm

Opportunities, Inc. values our partnership and we appreciate you selecting our organization as one of your chosen supplier's.