# Northville Holtsville, NY
## Shell Terminal ID: Y745
# Terminal Loading Instructions
## SOPUS Loading
Effective 06/01/2025

## Rack Customer Pick Up

### At Loading Bay

➢ Insert Loading Card
➢ Enter driver pin #
➢ Enter vehicle #
➢ Enter loading #
  Contract number, if applicable
➢ Products to load
  Once authorized to load, proceed as usual

### Exit BOL Printer

➢ Insert Loading Card
➢ Check BOL for Accuracy
➢ Exit terminal

**NOTE:** **FOR ANY AUTHORIZATION PROBLEMS CALL THE LOADING SUPPORT SERVICE HELPDESK AT 800-345-6666.**

**Please use a safe phone/location as Specified in your Driver Training Instructions.**