



3PL PRICING REVIEW CHECKLIST

Every 3PL invoices differently, and most 3PL pricing issues don't come from headline pick-and-pack rates, but from unclear minimums, storage rules, receiving methods, and contract terms. Use this checklist to help you uncover pricing ambiguity before you commit to a new 3PL.

Transparency

- Can the 3PL provide a complete price schedule of rates charged by service?
- Are the rates fixed, or subject to change during the contract term?
- How often do price increases occur, and how are they communicated?
- How are shipping costs calculated? Does the 3PL or shipping carrier provide details on the cost of every shipment?
- Are there any exception fees, such as fees for setup, on-boarding, administrative tasks, customer service, hourly labor, programming, etc?

Minimums & Commitments

- Is there a minimum monthly order volume or spend requirement? If so, what happens if order volumes drop below the minimum?
- What contract terms are available?

Storage Fees

- How are storage fees calculated (per pallet, cubic foot, bin, square foot)?
- Do you charge additional storage fees for cold or long-term storage? When do these fees apply?
- Is storage included in the monthly minimum fulfillment fee, or is it separate?

Receiving & Inbound Handling

- How are receiving tasks charged (per pallet, per SKU, per carton, per hour, or some combination of these)?
- Are appointments required to deliver to your warehouse? If so, are there fees associated with scheduling a delivery appointment?
- Is any documentation required to avoid receiving surcharges?

Picking, Packing, & Packaging

- What fees are associated with a typical order?
- Do any actions trigger additional fees (kitting, inserts, special handling)?
- How do you charge for packaging materials?
- What determines box size and packaging selection at the time of packing?

Invoicing Processes & Move Out

- How detailed and transparent are invoices?
- How often are invoices issued and how can I expect to receive them?
- Are there additional move-out fees aside from the standard pick and pack of the inventory?
- How is inventory returned or transferred upon termination of the agreement?