



Global Service Centers

3M SUBSIDIARY FREIGHT BILLING GUIDE

Last Updated: January 23rd, 2024

CONTENTS

3M AEARO TECHNOLOGIES.....	3
3M CANADA.....	4
3M CERADYNE.....	5
3M FALL PROTECTION	6
GTA-NHT, Inc.....	7
3M MEGUIARS.....	8
*LAREDO REFERENCE ADDRESSES.....	9
3M PANAMA PACIFICO	10
3M SCOTT FIRE & SAFETY	11
3M TOUCH SYSTEMS.....	13
COMBI PACKAGING	14

3M AEARO TECHNOLOGIES

3M Aearo (formerly Aearo/EAR Specialty) is a wholly owned subsidiary. 3M Aearo freight invoices for shipments picked up or delivered to the locations shown below and not on a 3M Bill of Lading must be sent via paper or email to St. Paul at the address below:

3M Aearo
 PO Box 33331
 St. Paul, MN 55133
 Phone 651-733-6700 Fax
 651-736-0050 Email:
 For inquiries aearo.ap@mmm.com
 For invoice submission: usaearoinvoices@mmm.com

EXCEPTIONS:

- Prepaid invoices with a Bill of Lading number prefix of 7JC...should be sent via EDI to D2L (3MCP01 account) following the Freight Billing guide instructions.
- The Plymouth, IN location is responsible for handling all their invoices directly. Please send invoices directly to their location.

LOCATIONS:

City	State	Comments	Bill to:	Address	City, State, Zip
Indianapolis	IN	7911 Zionsville Rd.	3M/Aearo	P O Box 33331	St. Paul, MN 55133
Indianapolis	IN	5457 W. 79th St	3M/Aearo	P O Box 33331	St. Paul, MN 55133
Indianapolis	IN	7260 Winton Dr.	3M/Aearo	P O Box 33331	St. Paul, MN 55133
Newark	DE	650 Dawson Dr	3M/Aearo	P O Box 33331	St. Paul, MN 55133
San Diego	CA	9355 Airway Rd	3M/Aearo	P O Box 33331	St. Paul, MN 55133

3M CANADA

3M Canada is a wholly owned subsidiary. 3M Canada freight invoices for inbound, collect shipments to the locations shown below will be sent via paper to the address below.

Orca Intelligence Inc.
 4-60 North Center Road
 PO Box 27027
 London, ON
 N5X 3W0
3MAudit@orca.bi

EXCEPTIONS:

-Shipments that are delivered to US, should be processed by Data 2 Logistics (3MCP01 account), 3M Company is responsible to pay.

LOCATIONS

City	State	Comments	Bill to:	Address	City, State, Zip
Brockville	ONT	60 California Drive Bldg. 501	3M Canada	PO Box 27027	London, ON, N5X 3W0
Brockville	ONT	1360 California Drive	3M Canada	PO Box 27027	London, ON, N5X 3W0
London	ONT	1840 Oxford St	3M Canada	PO Box 27027	London, ON, N5X 3W0
Milton	ONT	2751 Peddie Road	3M Canada	PO Box 27027	London, ON, N5X 3W0
Ottawa	ONT	1545 Carling Ave	3M Canada	PO Box 27027	London, ON, N5X 3W0
Perth	ONT	2 Craig St	3M Canada	PO Box 27027	London, ON, N5X 3W0

3M CERADYNE

3M Ceradyne (formerly Ceradyne Advanced Ceramics) is a wholly owned subsidiary. 3M Ceradyne freight invoices for shipments picked up or delivered to the locations shown below must be sent via paper or email to the address below.

3M Ceradyne
PO Box 33119
St. Paul, MN 55133 Email:
ap.ceradyne.3m@mmm.com (CC 101) APceradyne@mmm.com
(CC103 -109)

EXCEPTIONS

- Any inbound, collect shipments with a 3M PO number need to be sent to Data 2 Logistics (3MCP01 account) for processing.

-Any outbound, prepaid shipments with a 3M BOL number need to be sent to Data 2 Logistics (3MCP01 account), following the Freight Billing Guide

LOCATIONS:

Effective September 1st, 2020

Company Code	City	State	Bill to:	Address	City, State, Zip
101	Irvine	CA	3M Ceradyne	17466 Daimler Street	Irvine, CA 92614
101	Lexington- N	KY	3M Ceradyne	2416 Merchant Street	Lexington, KY 45011
102	Lexington-S	KY	3M Ceradyne	695 Laco Dr	Lexington, KY 40510
103	Clarkston	GA	3M Ceradyne	780 Park North Blvd	Clarkston, GA 30021
104	Midway	TN	3M Ceradyne	510 Midway Circle	Midway, TN 378093706
106	Quapaw	OK	3M Ceradyne	3250 South 614 Rd	Quapaw, OK 74363
109	Seattle	WA	3M Ceradyne	6701 Sixth Ave S	Seattle, WA 98108

3M FALL PROTECTION

3M Fall Protection is a wholly owned subsidiary. 3M Fall Protection freight invoices for shipments picked up or delivered to the location shown below must be sent via paper to the address below:

3M Fall Protection
C/O TRAFFIC MANAGEMENT SERVICES
7506 E. Independence Blvd. Ste 103
Charlotte, NC 28227

Contact: Alan Messler (alan@trafficmgt.net)

LOCATION:

City	State	Comments	Bill to:	Address	City, State, Zip
Red Wing	MN	3M Fall Protection Red Wing	Traffic Management Services	3833 Sala Way #5005	Red Wing, MN 55066
Pasadena	TX	3M Fall Protection	Traffic Management Services	1455 East Sam Houston Pkwy S Suite 190	Pasadena, TX 77503

GTA-NHT, Inc.

GTA-NHT is a wholly owned subsidiary. GTA-NHT freight invoices for shipments picked up or delivered to the locations shown below must be sent via EDI or paper to the address below:

GTA-NHT, Inc.
 Attn: Accounts Payable
 30 Commerce Road
 Rockland, MA 02370
 Contact: Cynthia Mastera 781-421-2257

EXCEPTIONS:

-If collect, inbound to 30 Commerce Road, Rockland, MA 02370, Bill to Data 2 Logistics, account 3MCP01 on behalf of 3M Company, invoice should be sent to Data 2 Logistics (3MCP01 account), following the Freight Billing Guide.

-If prepaid, outbound 30 Commerce Road, Rockland, MA 02370, invoices on standard 3M bills of lading should be sent to Data 2 Logistics (3MCP01 account), following the Freight Billing Guide.

LOCATION:

City	State	Comments	Bill to:	Address	City, State, Zip
Rockland	MA	GTA-NHT Inc.	GTA-NHT	30 Commerce Rd	Rockland, MA 02370

3M MEGUIARS

3M Meguiars (formerly Meguiars Inc.) is a wholly owned subsidiary. 3M Meguiars freight invoices for shipments picked up or delivered to the locations shown below must be sent via EDI or paper to the address below:

Meguiars Inc.
 Attn: Accounts Payable
 17991 Mitchell South
 Irvine, CA 92614-6015
 Contact: Angela Bermudez (asbermudez@meguiars.com)

LOCATION:

City	State	Comments	Bill to:	Address	City, State, Zip
Irvine	CA	17991 Mitchell South	Meguiars (Attn: A/P)	17991 Mitchell South	Irvine, CA 92614-6015
Memphis	TN	5555 E Raines Rd	Meguiars (Attn: A/P)	17991 Mitchell South	Irvine, CA 92614-6015

*LAREDO REFERENCE ADDRESSES

Laredo, Tx is a hub for imports/exports between US and Mexico, 3M have different warehouses on the city, which belongs to different subsidiaries, please see below on how to identify who to bill:

City	State	Address	Zip Code	3M Subsidiary	Bill To:
Laredo	TX	11905 Conley Rd	78045	3M Panama Pacifico**	DANIEL B HASTINGS INC PO BOX 673 LAREDO, TX 78042-0673, US
Laredo	TX	12014 Sara Rd	78045	3M Company	Data2Logistics Account 3MCP01
Laredo	TX	13378 Port Drive***	78045	3M Purification Inc. / 3M Aearo Technologies	Data2Logistics Account 3MCP02 (3M Purification) / 3M Aearo Technologies

**Invoices receiver or consignee can be Galvan Group or 3M Purification with the address 11905 Conley Rd, Laredo, TX, 78045. Bill to Daniel B Hastings INC per listed above.

***Address 13378 Port Drive for Daniel B Hastings INC, is a shared location used by 3M Aearo Technologies and 3M Purifications. Please review carefully the Bill of Lading to identify who is responsible for the payment.

- Purchase Orders starting with 45009***** belongs to 3M Aearo Technologies
- Purchase Orders with 6 digits belongs to 3M Purification

3M PANAMA PACIFICO

3M Panama Pacifico is a wholly owned subsidiary. 3M Panama Pacifico freight invoices for inbound, collect shipments to the location shown below will be sent via PDF to the address below:

Email: PREFACTURAS-3MPP prefacturas3mpp@mmm.com

Contact: Tomas Acosta tracostaguevara.cw@mmm.com

EXCEPTION

- Outbound, prepaid invoices on standard 3M bill of lading should be sent to D2L following the Freight Billing Guide
- Hamar Enterprises are being processed as Third Party as it no longer belongs to 3M Panama Pacifico effective September 20, 2019, invoices prior to this date should be processed by 3M Panama Pacifico. Invoices after September 20, 2019 should be directed to Hamar Enterprises.

LOCATION:

City	State	Comments	Bill to:	Address	City, State, Zip
Laredo	TX	3M Panama Pacifico	Panama Pacifico % Daniel B Hastings Inc PO Box 673 Laredo, TX 78042-0673, US	11905 CONLEY RD	LAREDO, TX, 78045-1884

*Invoices receiver or consignee can be Galvan Group or 3M Purification with the address 11905 Conley Rd, Laredo, TX, 78045. Bill to Daniel B Hastings INC per listed above.

3M SCOTT FIRE & SAFETY

3M Scott Fire and Safety is a wholly owned subsidiary and separate legal entity from 3M Company. 3M Scott Fire and Safety freight invoices must be sent to account 3MCP04 at Data2Logistics.

Reference Numbers for Invoice Submission

Prepaid Outbound Shipments.

Invoices must be transmitted with a complete and accurate:

- 3M BOL number.
 1. 3M Standard BOL- BOL numbers are a 10-digit number beginning with 61*

Collect & Third-Party Inbound Shipments.

Invoices must be transmitted with a complete and accurate:

1. 3M Purchase Order number.
2. Department Number.*
 - * When a Purchase order was not set up for the service.
The department number should always begin with "1102" and be 10 digits long.

The characteristics of a 3M Purchase order are.

Full length is 10 characters:

1. Starts between 3500000000-3599999999
 2. Starts between 4000000000-4099999999
 3. Starts between 4500000000-4599999999
 4. Starts between 4800000000-4899999999
 5. Starts between 7100000000-7199999999
 6. Starts between 7200000000-7299999999
 7. Starts between 7400000000-7499999999
- Please contact Jennifer Prendergast at jennifer.prendergast@data2logistics.com for questions regarding EDI enablement.
 - Invoice via Email The guidelines to participate in this improved process are below:
 - Email your invoices to ftm-invoicescan@data2logistics.com
 - All other email addresses must be on the "CC" line.
 - Do not include any other email address in the "TO" line of your email.
 - Please enter the client's name, **3M Company-3MCP04**, in the subject line of your email.
 - The invoice document should contain the client's name (3M Company).
 - The invoice must be the first page and all backup should follow within the same document.
 - Multiple invoices may be in the same email, but each needs to have a unique name.

- File name cannot contain any special characters, only letters, numbers, and spaces.
- ZIP'ed files cannot be accepted.
- The Minimum email size is 10 KB and the Maximum email size is 5 MB.
- Acceptable document formats are: PDF and TIFF.
- All scanned documents should be in Black & White at 200 dpi. Grayscale copies can come out illegible.
- All documents must be standard 8.5 x 11-inch dimensions (Paper Stock at 100% view).
- There will not be a response to this email as it goes through an automated submission process.
- If your email fails for not containing an attachment or is over the size limit you will receive a rejection warning email that your submission failed.
- SUMMARY STATEMENTS & AGING REPORTS should not be emailed in this process, contact the main line telephone number below for further instructions.
- Questions? Use one of the following numbers for assistance:
 - Fort Myers: 239936-2800
 - Salt Lake City: 801-287-8400

- Paper invoices:

Send invoice along with the shipper's BOL to the following address:

3M Scott Fire & Safety (3MCP04)
C/O Data2Logistics
PO Box 61050
Fort Myers, FL 33906

3M TOUCH SYSTEMS

3M Touch Systems is a wholly owned subsidiary. 3M Touch System freight invoices for shipments delivered to or picked up from the locations shown below must be sent via paper to the address below.

3M Touch Systems
 Attn: Tim Paul 501
 Griffin Brook Dr.
 Methuen, MA 01844
 Contact: Derek Coco (ddcoco@mmm.com)

EXCEPTIONS:

-If collect to 3M Powell/IPT, inbound to 55 Ward Ave in Haverhill, MA (not associated with Touch Systems), Bill Data 2 Logistics (3MCP01 account), following the Freight Billing Guide.

-If prepaid, outbound 3M Touch invoices on standard 3M bills of lading should be sent to Data 2 Logistics (3MCP01 account), following the Freight Billing Guide.

LOCATIONS:

City	State	Comments	Bill to:	Address	City, State, Zip
Haverhill	MA	3M Touch Systems	3M Touch Systems	55 Foundation Ave	Haverhill, MA 01835
Methuen	MA	3M Touch Systems	3M Touch Systems	501 Griffin Brook Dr	Methuen, MA 01844

COMBI PACKAGING

Combi Packaging is a joint venture between Combi and 3M. They ship 3M Branded products and Combi sells the similar products under the Combi Brand. 3M shipments are on 3M BOL's and billed to D2L. The Combi shipments are on Combi BOL's and billed to them at the address below:

Combi Packaging
 AP Department
 6299 Dressler Rd NW,
 North Canton, OH 44720
 Contact: Lorie Reno (lreno@combi.com)

EXCEPTIONS:

-If prepaid, outbound Combi Packaging with Bill of Lading starting with prefix 9LC, bill Data 2 Logistics (3MCP01 account), following the Freight Billing Guide.

LOCATION:

City	State	Comments	Bill to:	Address	City, State, Zip
North Canton	OH	6299 Dressler Rd NW	Combi Packaging	6299 Dressler Rd NW	North Canton, OH 44720