	<b>Subject:</b> U.S. Pallet Policy <b>Owner:</b> Distribution Compensation Admin	<b>Effective Date:</b> January 4, 2026 <b>Supersedes Policy Dated:</b> June 1, 2025
	<b>Type:</b> Complete Revision ( ) Partial Revision (x) New ( )	<b>Approved By:</b> Manager, Business Change - Warehouse

### **U.S. Pallet Policy**

In order to effectively distribute products to our mutual customers, Gordon Food Service distribution centers accept only pallets that meet the minimum standard below. Therefore, all pallets not meeting the requirements will be re-palletized and a fee of \$50 will be assessed to the supplier.

- Gordon Food Service US distribution centers do NOT participate in pallet exchange. Neither pallet returns, credits, nor payment will be provided for white wood pallets.
- Pallets will be inspected at the receiving dock based on specification standards (stated below).
- Pallets not meeting the minimum specification standard will be rejected. Products on non-acceptable pallets will be transferred to pallets that meet Gordon Food Service specifications and assessed a re-palletizing fee. The fee will be deducted from the invoice payment to cover the cost of the disruption and additional handling; this fee is \$50 per pallet.
- Third-party rental pallets are not exempt from the re-palletizing fee.


### **Pallet Specifications**

Gordon Food Service prefers the use of one-way pallets and discourages the use of rental pallets. Non-rental pallets are considered one-way pallets. The US distribution centers are non-exchange facilities.

All pallets must meet the minimum construction guidelines below. Every pallet will be inspected on the receiving docks at the time of delivery and will either be approved or rejected.

### **Minimum Specifications for Stringer Pallets:**

- **Measurements:** 48" x 40", 4-way entry.
- **Load-bearing capability:** 2,500 pounds construction.
- **Top and bottom** deck boards are at minimum 5/8" thick x 3 1/2" wide. All deck boards should be constructed flush style with no offsets.
- **Top of pallet** has one 5 1/2" x 40" board on each end, and five 3 1/2" x 40" boards in the center.
- **Bottom of pallet** has one 5 1/2" x 40" board on each end, and three 3 1/2" x 40" boards positioned between the notches.
- **Alternate acceptable construction** for GMA pallet is six 5/8" x 5 1/2" x 40" board on top, and four 5/8" x 5 1/2" x 40" boards on the bottom.
- **Stringers**
  - Should be 1 1/4" x 3 1/2" x 48"
  - Should have two notches in the side to allow for forklift entry which makes it a 4-way pallet
  - Should not be split through more than 2" unplated, no double stringers or block-patched stringers
- **Protruding Nails:** Not acceptable.
- **Contamination:** No grease, chemicals, or any other material that would soil or damage the product or its container.


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#### **Minimum Specifications for Block Pallets:**


- **Measurements:** 48" x 40", 4-way entry.
- **Load-bearing capability:** 2,500 pounds construction.
- **Top and bottom** deck boards are at minimum 5/8" thick. All Perimeter-base and all deck boards constructed flush style with no offsets.
- **Top of pallet** has two butted 5 1/2" x 40" boards on each end, one center 5 1/2" x 40" board, and four 3 1/2" x 40" boards with a gap no more than 1.75" apart making the top deck.
- **Bottom of pallet** has five 5 1/2" boards. Two 40" boards positioned on the ends of the pallet and three 37" boards butted perpendicular to the end boards.
- **Alternate acceptable construction** for GMA pallet is six 5/8" x 5 1/2" x 40" board on top, and four 5/8" x 5 1/2" x 40" boards on the bottom.
- **Blocks** should be 3 1/2" tall and 5 1/2" wide. Six end blocks should be 7 1/2" long and three center blocks should be 3 3/4" long.
- **Protruding Nails:** Not acceptable.
- **Contamination:** No grease, chemicals, or any other material that would soil or damage the product or its container.

#### **Example Pictures of a Good Pallet:**

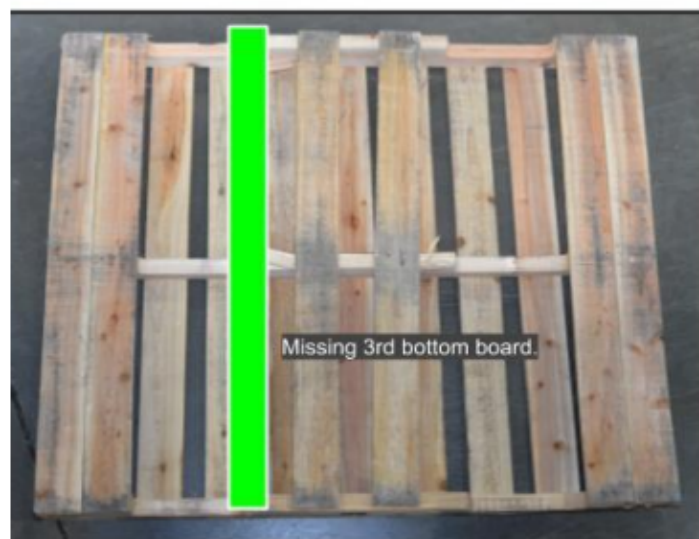
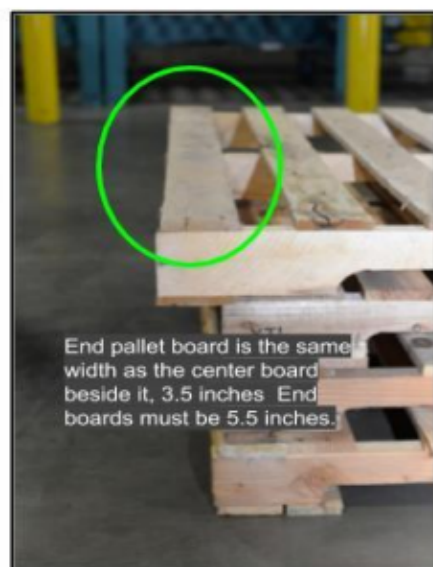
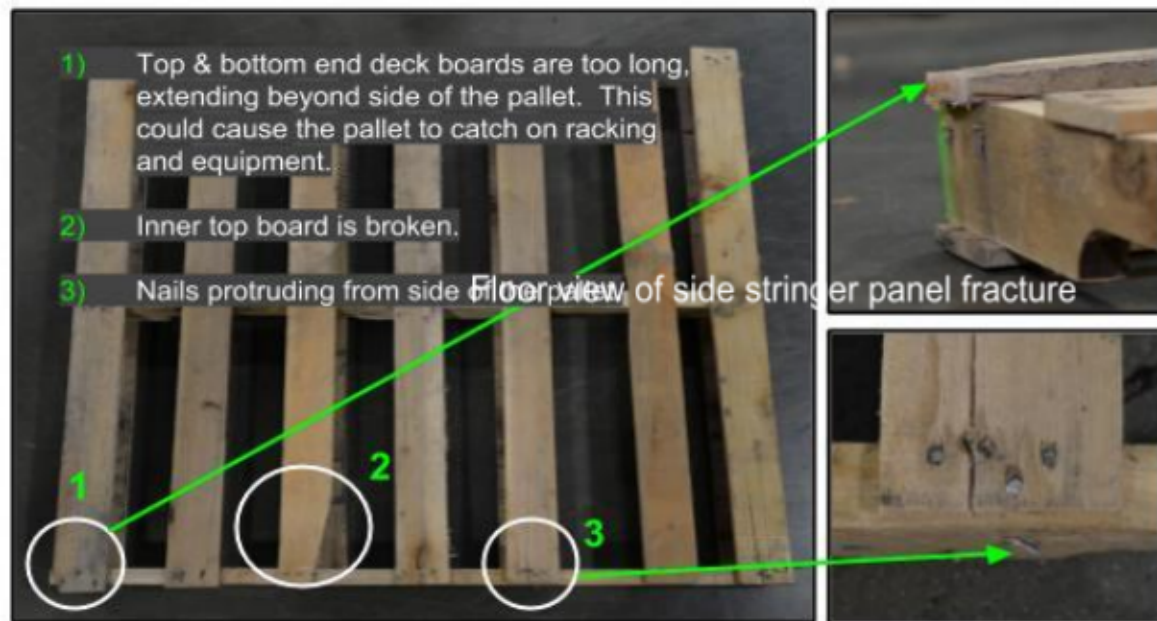


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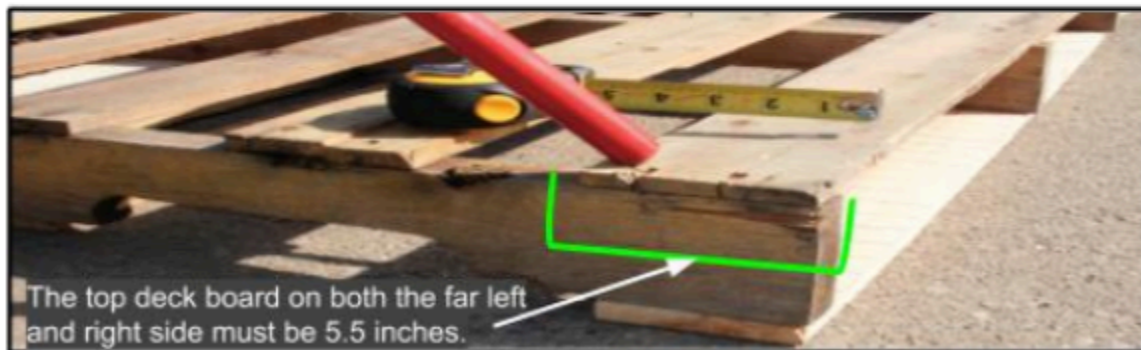
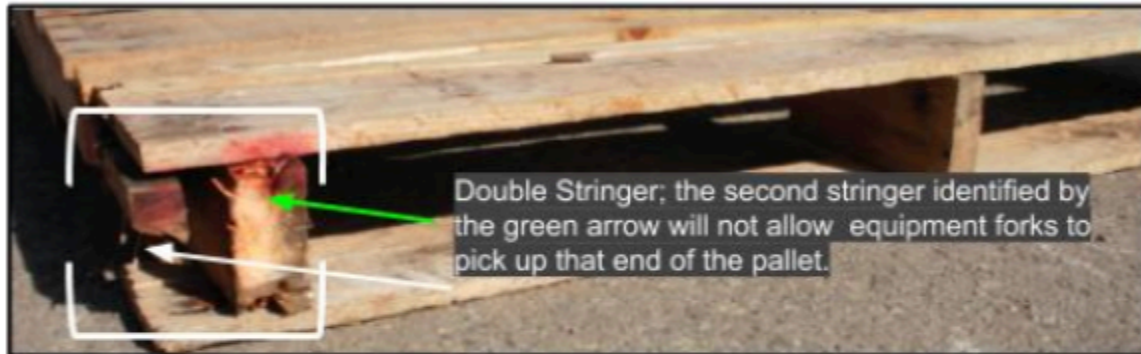
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**Example Pictures of Bad Pallet:**

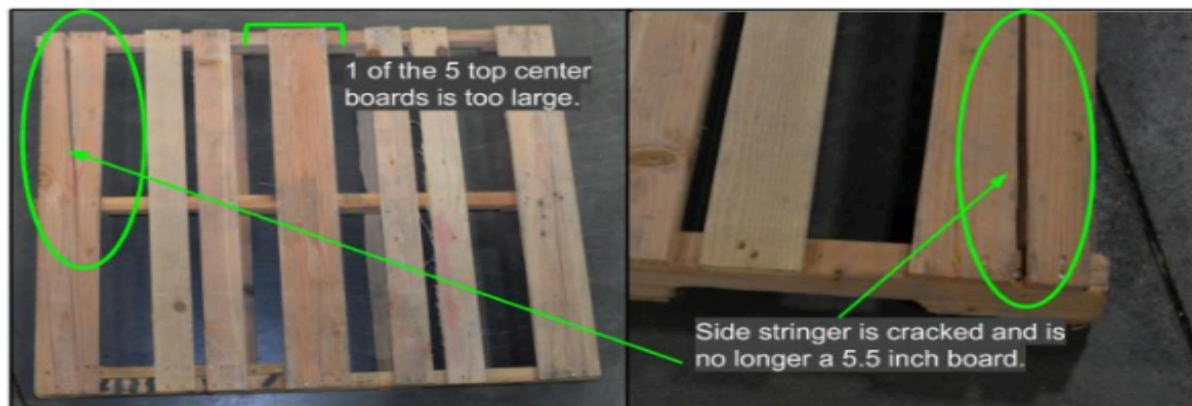
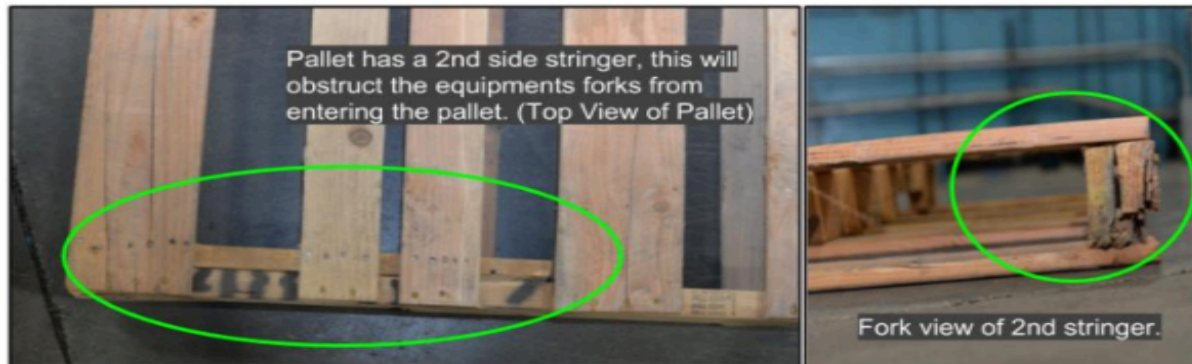





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**Revised - 2026.01.04** - Updated required stringer width on stringer pallets from a minimum of 1 3/8" to 1 1/4"