2026 Spirit Halloween SC Job Aid

Black = Fixtures



Orange = Carryover Merch



REMOVE LOCKS BEFORE REDELIVERY

POS Container (Point of Sale)

Spirit asks that we **deliver** the POS container **FIRST** in the group of Fixture containers. This will be designated on the store email chain.

CONTAINERS:

- **150825BX** – **POS CONTAINER, DELIVER FIRST**
- **151527BX**
- **151782BX**
- **151829BX**

Make sure you are in contact with your local Spirit store BEFORE delivery date to confirm all details.

Container Delivery Timing

PODS Spirit Team will add premium services to all Spirit containers based on Store timing requests. Timing requests will also be in the dispatch notes.

- 6 a.m. to 8 a.m. = First AM delivery
- 8 a.m. to 10 a.m. = AM delivery
- 10 a.m. to noon = AM delivery
- Noon to 6 p.m. = PM delivery

All containers in the group do not have to be there in the timeframe but **AT LEAST ONE CONTAINER** needs to be there during the timeframe so that Spirit personnel can begin unloading. **Additional containers** should follow in a normal cadence **as close to the designated timeframe as possible.**

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Communication Guidelines

Email on the Spirit communication thread email chains so we know store and container numbers for needed updates.

Example subject lines:

- Spirit 61379 FixturesNW ExprwyOKC - 6/29/26
- Spirit 61379 CarryoverNW ExprwyOKC - 7/2/26

Email: SpiritHalloween@PODS.com

FOR IMMEDIATE SERVICE

Call Spirit War-Room: 855-526-7637

Dry Van Service

Containers will need to be staged for offloading into the dry van on the designated day of pickup at local PODS. Store # will be part of the customer name in RBMS / POET.
****WATCH OUT for multiple dry van stores at the same warehouse on the same day****

FPU not ready

Verify details with DSM day prior to FPU date. If routed container is not ready (still full) work with DSM to identify another container on site that is empty and ready. Coordinate reschedule with PODS Spirit Team to reschedule in POET – email on the comm chain or call war-room. We will need to change the FPU to the proper container.

If no containers are empty: Speak with DSM to determine offloading timeframe. Market to evaluate if proposed timeframe can be accommodated based on routing / staffing / hours of service.

FPU needs to change to WRT or reposition, etc.

If DSM requests a service other than FPU (VRP, WRT, MTNL, CANCEL) and can be accommodated let the Spirit Team know that a service other than FPU was performed. If the new service cannot be accommodated let the Spirit Team know so they can reschedule and set job status to UTC.

REMIND DRIVERS - ALL CHANGES ON SPIRIT CONTAINERS MUST BE DONE BY PODS SPIRIT TEAM, NOT OPS SUPPORT.