

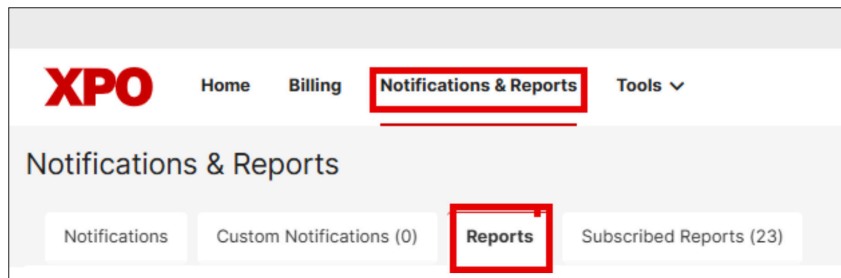
Scheduling an MABD Manifest



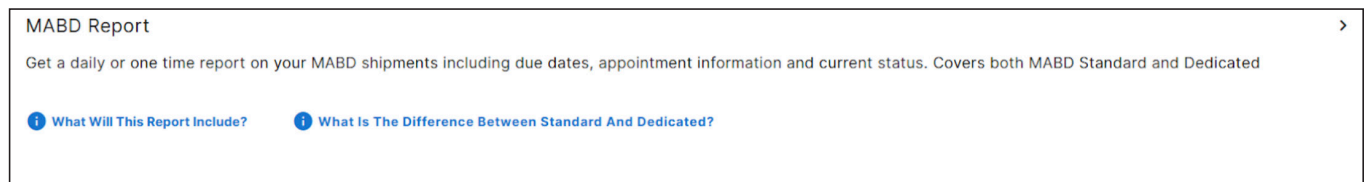
XPO

How to Schedule an MABD Manifest

- 1 In order to schedule your self-service MABD report, you must navigate to the "Reports" tab under "Notifications & Reports."

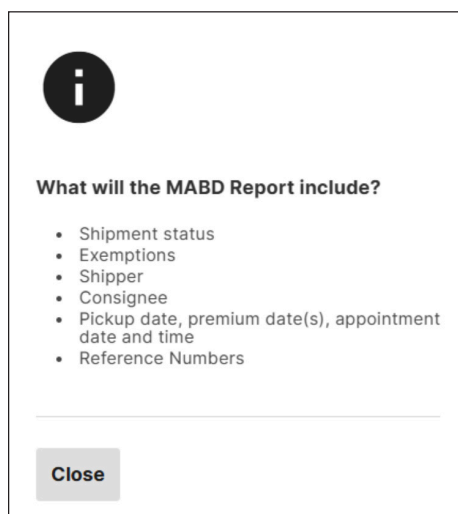


- 2 Select "MABD Report"

**Note:**

You can also click to obtain an overview of the difference between Standard and Dedicated MABD service and a summary of what is included in the MABD Report.

- 3 Select a name for your report, the preferred report format, shipment location, cadence and recipient. Select 'Create Report.'



How to Schedule an MABD Manifest

MABD Report

Assign a name

MABD Report Name *

MABD SAI Hydraulics

Choose the accounts you want to include

Select Account

SAI HYDRAULICS INC

Preferred Report Format*

☐ CSV

☒ PDF

Include delivered shipments on the report from*

This option is not available for New and At Final Service Center Shipments

Include Delivered Shipments from *

Last 3 Business Days

Receive this report on*

☐ Run report once

☒ Run report daily

Run report daily *

9:00 - 10:00 AM ET

Send the report to these emails*(Up to 10 emails)

Enter email Address

help@xpo.com

Enter each new email separated by a comma (,)

Create Report

Go Back

Daily MABD Report Has Been Created

You will start to receive this report **daily between 9:00 - 10:00 AM** [help@xpo.com](#)

Close

Example of the report:

MABD Report

As of 06/04/2025 - 7:00 AM

Bill-To Accounts: CP991001

P&D Accounts: CPULA001

Requested By:

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In-Transit Shipments

Pro #	Shipper	Consignee	Dates			Reference #s	
133-489573	COMPUTER	ACME VIDEO	Pickup :	05/29/2025	Appointment:	PO#10926894	PO#11015943
SHIPMENT		Florence, NJ	Prem Date :	06/09/2025 to 06/11/2025	06/09/2025 09:30 AM to 11:30 AM	PO#46448884	PO#46578833
ARRIVED-AT-DEST						+3 other reference numbers	
CINNAMINSON, NJ							
133-621993	COMPUTER	ACME #002	Pickup :	05/29/2025	Appointment:	PO#10995490	PO#10998401
SHIPMENT		Columbus, OH	Prem Date :	06/06/2025 to 06/10/2025		PO#11019410	PO#11019421
ARRIVED-AT-DEST						+9 other reference numbers	
COLUMBUS, OH							
133-442754	COMPUTER	ACME DISTRIBUTING	Pickup :	05/29/2025	Appointment:	PO#11014097	PO#11014207
SHIPMENT		Newnan, GA	Prem Date :	06/06/2025 to 06/10/2025	06/06/2025 01:30 PM to 01:30 PM	PO#11014476	PO#11015925
ARRIVED-AT-DEST						+24 other reference numbers	
NEWNAN, GA							

Delivered Shipments

Pro #	Shipper	Consignee	Dates			Reference #s	
133-668832	COMPUTER	ACME DISTRIBUTING	Pickup :	05/16/2025	Appointment:	PO#11009937	PO#11010119
SHIPMENT		COMPANY	Prem Date :	05/27/2025 to 05/29/2025	05/28/2025 06:00 AM to 12:00 PM	PO#11010763	PO#11010822
DELIVERED		Middletown, PA	Delivered :	05/28/2025		+12 other reference numbers	
MANHEIM, PA							
133-152487	COMPUTER	ACME	Pickup :	05/29/2025	Appointment:	PO#11014209	PO#191351
SHIPMENT		Wichita, KS	Prem Date :	06/04/2025 to 06/06/2025		PO#46471869	RULEID:3801618
DELIVERED			Delivered :	06/03/2025		TYPE LINEHAUL_A05 22682410999999999999 99	
WICHITA, KS							

XPO

Your freight first