

DETENTION INVOICE

Fill in on screen or print. Match every number to your rate confirmation.



FROM (CARRIER)

LEGAL NAME / DBA

MC / DOT

ADDRESS

PHONE / EMAIL

INVOICE #

INVOICE DATE

BILL TO (PARTY ON THE RATE CON)

BILL-TO EMAIL

PAYMENT TERMS

LOAD

LOAD #

RATE CON #

BOL #

PO / REF #

FACILITY

CITY, STATE

SHIPPER OR RECEIVER

TIMES (KEEP THE PROOF FOR EACH ONE)

APPOINTMENT (DATE, TIME)

ARRIVED (GATE)

CHECKED IN

DEPARTED / RELEASED

WHEN THE CLOCK STARTS, PER THE RATE CON (APPOINTMENT / ARRIVAL / CHECK-IN)

DETENTION

CLOCK STARTS AT

TIME COUNTED

FREE TIME (H)

BILLABLE TIME

DETENTION RATE (PER RATE CON)

NOTICE TO BROKER (TIME, HOW)

Billable time = time counted after the clock starts, minus free time.

Amount = billable hours (to the minute, in hundredths) x the rate on the rate con.

AMOUNT DUE

REMIT TO

ATTACHED

- ☐ Signed BOL with in and out times
- ☐ Rate confirmation (detention clause)
- ☐ Notice to the broker (if required)
- ☐ Gate / check-in photos
- ☐ GPS or ELD record of the stop

DETENTION INVOICE



EXAMPLE (all names and numbers are made up): appointment 2:00 PM, in 1:52 PM, out 7:30 PM, 2 h free, \$75/h.

FROM (CARRIER)

LEGAL NAME / DBA

Sample Carrier LLC

MC / DOT

MC 000000 / DOT 0000000

ADDRESS

123 Main St, Austin, TX 78701

PHONE / EMAIL

(512) 555-0100 · dispatch@example.com

INVOICE

DET-1042

INVOICE DATE

10/07/2026

BILL TO (PARTY ON THE RATE CON)

Sample Broker Inc., accounts payable

BILL-TO EMAIL

ap@example-broker.com

PAYMENT TERMS

Net per rate confirmation

LOAD

LOAD

558812

RATE CON

77120

BOL

33091

PO / REF

FACILITY

Sample Foods DC

CITY, STATE

Dallas, TX

SHIPPER OR RECEIVER

Pickup (shipper)

TIMES (KEEP THE PROOF FOR EACH ONE)

APPOINTMENT (DATE, TIME)

10/07/2026 2:00 PM

ARRIVED (GATE)

1:52 PM

CHECKED IN

1:58 PM

DEPARTED / RELEASED

7:30 PM

WHEN THE CLOCK STARTS, PER THE RATE CON (APPOINTMENT / ARRIVAL / CHECK-IN)

Appointment time, if on time (rate con clause 7)

DETENTION

CLOCK STARTS AT

2:00 PM

TIME COUNTED

5 h 30 min

FREE TIME (H)

2.00 h

BILLABLE TIME

3 h 30 min = 3.50 h

DETENTION RATE (PER RATE CON)

\$75.00 / hour

NOTICE TO BROKER (TIME, HOW)

Emailed broker 3:55 PM (before free time ended at 4:00 PM)

Billable time = time counted after the clock starts, minus free time.

Amount = billable hours (to the minute, in hundredths) x the rate on the rate con.

AMOUNT DUE

\$262.50

REMIT TO

Sample Carrier LLC, ACH on file

ATTACHED

- ☐ Signed BOL with in and out times
- ☐ Rate confirmation (detention clause)
- ☐ Notice to the broker (if required)
- ☐ Gate / check-in photos
- ☐ GPS or ELD record of the stop