



About this issue's
prototype modeling
columnist



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GETTING REAL: A More Prototypical Waybill for Model Railroads

Adventures in Prototype Modeling – Freight Paperwork Tips

Making freight car routing
paperwork look and act
more like the real thing ...

Model railroad operation has long been recognized as an important goal in the hobby, because it gives a purpose to the layout and to the rolling stock. In this column, I want to discuss one part of making operation of freight cars realistic. That part is the paperwork.

Paperwork to move model freight cars realistically has been part of the hobby from its earliest years. Al Kalmbach (writing as "Boomer Pete") and Frank Ellison in the 1940s described methods that, though primitive by modern standards, had goals much like ones we have today. (Recommendations for Further Reading are presented at the end of this article.) I would summarize these goals today as creating realistic paperwork that contributes to realistic operation, and generates realistic car movements and, within reason, resembles prototype paperwork.

"Realistic paperwork?" Yes, and although the first thought one might have would be a desire to *avoid* recreating bureaucratic procedure, realistic paperwork actually is something

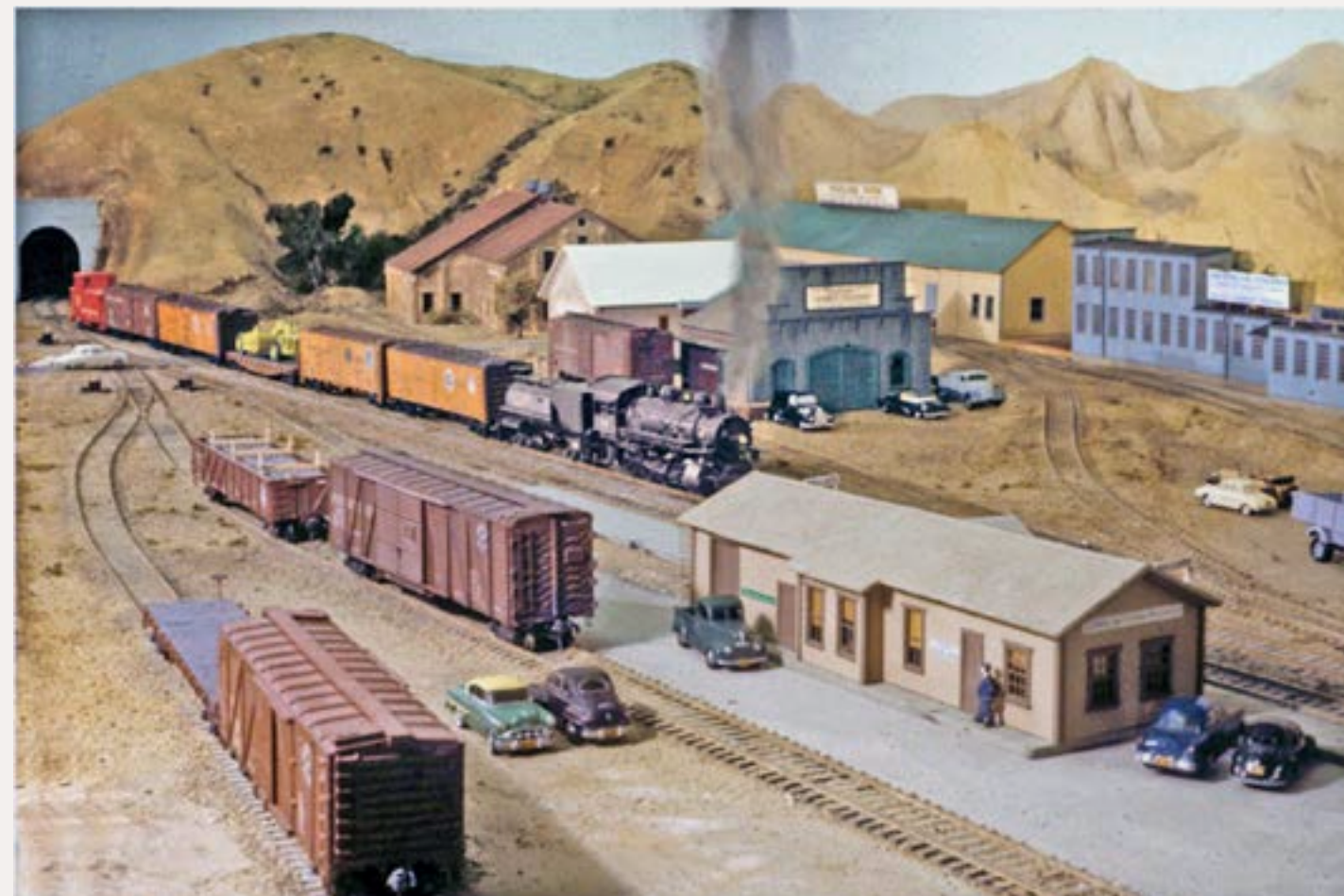


Figure 1: As this local train approaches the Ballard, California depot on my layout, set along a mythical branch line of Southern Pacific's Coast Division in 1953, its freight cars all have associated Waybills. In addition, upon reaching the depot the conductor will consult with the agent to find out what newly loaded or empty cars need to be picked up. Thus the crew of this train has well-defined work to do, in accord with realistic freight car paperwork.

many of us already do for other hobby purposes. We often work hard to construct realistic timetables, and then to design our layout timetable document to look and work very much like the prototype. Freight car paperwork has the same genesis and the same goal.

Freight car paperwork is like any other aspect of railroad realism: its obvious

starting point is the prototype, and I will describe prototype Waybills as a starting point in a moment. But first, let's make sure we understand the role this paper plays in prototype car



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movements. I will describe typical procedure for the steam-diesel transition era. (See the Further Reading section for more sources on the prototype procedures.)

The Waybill Cycle

Consider the usual cycle of freight car movement, starting with a shipper who needs an empty car to load. How does he arrange to get that car? He calls his local railroad agent or, in a city, the railroad's freight agent or car distributor. To get the empty on its way to him, all that is needed is the car type required and its destination. The agent or clerk who takes the call forwards the information to the nearest yard office which will supply the car. Yard forces identify a suitable car and arrange for its movement to the shipper's location.

Meanwhile, the shipper makes out a Bill of Lading, with many particulars about the shipment, including a detailed destination, and of course a cargo description, which may or may not conform to a tariff category. This Bill of Lading is provided to the agent or car clerk, who makes out a Waybill using the information. This may happen while the car is being loaded, or after it is loaded. The two documents have a number of differences but do contain much of the same information.

The Waybill has to be completed by the time the car is picked up, because the conductor of the local train or

switch job that picks up the car will take the Waybill with him. When he arrives at his destination yard, his accumulated Waybills are turned over to car clerks, who log the information. Each Waybill then travels in each of its car's trains, in the custody of each conductor, over the entire route to destination, perhaps involving a number of different conductors over a long journey.

The local agent at the destination may know of the arrival of a car in advance, if he has received a Waybill copy via U.S. Mail, but his first awareness of it may occur when the local comes to town with that car in tow. The conductor's first move is to stop at the depot and consult with the agent, both to hand over each Waybill for a loaded car which is going to be spotted, and to collect the Waybill for each loaded car which will be picked up.

The Waybill then becomes the basis for billing the freight shipment, either by the local agent or by clerical forces. At that point, of course, its relevance to model railroad operation has ended.

What can we learn from this? First, of course, cars are moved with Waybills for direction. Second, the agent plays a pivotal role in the prototype situation, and although it may not be practical to have a person play this role in layout operation, there are ways to mimic the agent's role (discussed below). Third, local train crews did carry and use Waybills, even though some "operations gurus" in recent

620 THE PENNSYLVANIA RAILROAD 620

AD 5880 R-2
6-63

FREIGHT WAYBILL

TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD

OFF COMD CAR CHAS. INSP. ZONE SPEC. INSTR.

WM 54502

C. L. TRANSFERRED TO OR L. C. L. LOADING NO.

TRAILER NUMBER

TRAILER NUMBER

LENGTH/CAPACITY OF CAR ORDERED

WEIGHT IN TONS

WAYBILL DATE

WAYBILL NO.

5/28/65 63639

STOP THIS CAR AT

TO STATION NO. STATION STATE FROM NO. STATION STATE

HOMESTEAD PA 4705 SHARPSBURG PA

PRR ROUTE CODE NO. THE DEITCH CO

SHOW "A" IF AGENT'S OR "S" IF SHIPPER'S ROUTING RECOMMENDED TO STATION STATE

ORIGIN AND DATE, ORIGINAL CAR, TRANSFER FREIGHT BILL AND PREVIOUS WAYBILL REFERENCE AND ROUTING WHEN REBILLED.

AUTHORITY

CONSIGNEE AND ADDRESS

INBOUND PATRON'S CODE

AMOUNT

WEIGHED

USSTEEL HOMESTD WKS. 501738

C. \$

AT

0. \$

GROSS

TOTAL

TARE

ALLOWANCE

D. \$

NET 152200

WHEN SHIPPER IN THE UNITED STATES EXECUTES THE NO-RECOURSE CLAUSE OF SECTION 7 OF THE BILL OF LADING, INSERT "YES"

IF CHARGES ARE TO BE PREPAID, WRITE OR STAMP HERE, "TO BE PREPAID"

PICKUP SERVICE

DELIVERY SERVICE REQUESTED

YES NO YES NO

Indicate by Symbol in Column Provided * how weights were obtained for L.C.L. Shipments only. R-Railroad Scale. S-Shipper's Tested Weights. E-Estimated - Weigh and Correct. T-Tariff Classification or Minimum.

ACCORDED TRANSIT AT PER L. C. L.

NO. PKGS.	DESCRIPTION OF ARTICLES, SPECIAL MARKS & EXCEPTIONS	COMMODITY NO. *	WEIGHT	RATE	FREIGHT	ADVANCES	PREPAID
	C/L OF SCRAP IRON FOR RMPO		152200	160GT	108.72		

BUREAU NO.

INBOUND BILLING REFERENCES *

POINT OF ORIGIN, DATE, COMPLETE WAYBILL REFERENCE, IN DATE, ORDER AND POSTING

COMMODITY

ON

OUT

WEIGHT

RATE

CHARGE

Outbound Junction Agent Will Show Junction Stamps in Space and Order Provided. Additional Junction Stamps and all Yard Stamps to be placed on back hereof.

FIRST JUNCTION SECOND JUNCTION THIRD JUNCTION FOURTH JUNCTION

DESTINATION AGENT WILL STAMP HEREIN STATION NAME AND DATE REPORTED

620 THE PENNSYLVANIA RAILROAD 620

Figure 2: Original PRR Waybill, 8.5 x 11 inches exclusive of pin-feed edge.

years have stated that crews should not handle Waybills. Fourth, it may be evident that empty cars don't have Waybills, so what paperwork directs their movement? I will address that point as part of describing realistic Waybills.

Creating a Waybill for Modelers' Use

Let's begin with the Waybill. The immediate question that a modeler might ask is whether there was a standard or typical document. In fact, the AAR adopted standard Waybills at least as early as the 1930s, and essentially every railroad used the standard forms without change. (All the standard AAR forms are shown in the various editions of *Railway Accounting Rules*; see Further Reading.) There are obvious advantages to everyone using the same paperwork for loads that could travel over widely different railroads, and it's also an advantage to the modeler, who only has to consider a standard form. Here's a prototype Waybill (figure 2 previous page), somewhat arbitrarily chosen from 1965.

Much of this prototype bill has space for information which modelers either don't use, or would need less space to fill out. So my approach to this problem is simply to scan the prototype bill, thereby creating a digital version of it, and in an application like Adobe Photoshop, cut and discard all the parts not wanted (shown in pink in figure 3), and then paste the remaining parts together into a whole.

With some rearrangement, here is that reassembled information from the same PRR document (figure 4 next page).

This is not yet a finished model Waybill, and needs further rearrangement. But before going any further there are some points to note here. First, the prototype bill is divided down the center between shipper information on the right, and consignee information on the left. It was very common practice for those working with Waybills to fold them in half the long way, and some modelers, as I discuss shortly, have even gone to the extreme of omitting entirely the right-hand side of the bill. So that center-line division is important.

Next up is probably the question of what size bill you want to make, and therefore how much of the prototype format can be retained. I will describe three different kinds of Waybill formats that various people are using, to illustrate how these formats vary. The first model Waybill is the one I use on my layout, and is 2.5 x 3.5 inches in size (the reasons for the size and for the blank area at the bottom will be discussed in a moment). Here is how it looks, as derived from the Pennsylvania document shown above, as figure 5 next page.

A second waybill design was created to match the size of many modelers' existing "mini-bills" and car cards, namely 2 x 4 inches. This size match, of course, permits continued use of

Figure 3: PRR Waybill of Figure 1, highlighted in pink to show parts to be removed.

various accommodations for these documents on layouts, such as bill files or slots. The preparation process is identical to the first example, but the arrangement is somewhat different because more space is available. figure 6 next page is an example, again sticking with the PRR prototype source, note that there was space to include the “stop this car” directions, for partial unloadings or LCL.

Third, there are modelers who either prefer a larger bill so more information can be included, or whose eyesight is better served by a bigger

format. One example of a large bill is from Frank Hodina, whose bill is 4.25 x 5.5 inches in size, because Frank wanted to present a more complete bill. This bill is illustrated in figure 7 next page, shown here as a Nickel Plate document and is filled out. I will comment below on the railroad name headers for Waybills, and about how the Waybill is filled out.

In addition to size, there is a decision to make as to whether the waybill will serve as a single document, or whether an additional component,

playing the role of a “car card,” will be used. Two of the three Waybill designs just shown do indeed intend

that no car card function will be implemented, and the car initials and number are to be shown on the

620 THE PENNSYLVANIA RAILROAD 620

FREIGHT WAYBILL

TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD

CAR INITIAL

CAR NUMBER

LENGTH/CAPACITY OF CAR ORDERED

FURNISHED

WM54502

TO

STATION

STATE

FROM

STATION

STATE

HOMESTEAD

PA

SHARPSBURG

PA

ROUTE Show each Junction and Carrier in route order to destination of waybill

PRR

SHIPPER

THE DEITCH CO

CONSIGNEE AND ADDRESS

USSTEEL HOMESTD WKS. 501738

ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Heating, Milling, Weighing, Etc. If Iced, Specify to Whom Icing Should be Charged).

NO. PKGS.

DESCRIPTION OF ARTICLES & EXCEPTIONS

C/L OF SCRAP IRON FOR RMPO

620 THE PENNSYLVANIA RAILROAD 620

Figure 4: PRR Waybill parts which were retained, and pasted back together.

AD 5880 R-2

620 THE PENNSYLVANIA RAILROAD 620

FREIGHT WAYBILL

TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD

TO

STATION

STATE

FROM

STATION

STATE

CONSIGNEE AND ADDRESS

SHIPPER

ROUTE Show in route order

AAR CLASS OF CAR ORDERED

LENGTH/CAPY OF CAR ORDERED

WEIGHED

E-Estimated S-Shipper's Tested Weights R-Railroad Scale T-Tariff Classification

ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Etc.) & EXCEPTIONS

NO. PKGS.

DESCRIPTION OF ARTICLES

Figure 5: PRR Waybill sized for 2.5 x 3.5 inch design.

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AD 5880 R-2

620 THE PENNSYLVANIA RAILROAD 620

FREIGHT WAYBILL

TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD

CAR INITIAL	CAR NUMBER
AAR CLASS OF CAR ORDERED	LENGTH/CAPY OF CAR ORDERED
TO STATION STATE	FROM STATION STATE
CONSIGNEE AND ADDRESS	SHIPPER
ROUTE Show in route order	Indicate how weights were obtained for L.C.L. Shipments only. S-Shipper's Tested Weights. T-Tariff Classification or Minimum. R-Railroad Scale. E-Estimated.
ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Heating, Milling, Weighing, Etc. If Iced, Specify to Whom Icing Should be Charged). & EXCEPTIONS	
STOP THIS CAR AT	
AT	
NO. PKGS.	DESCRIPTION OF ARTICLES

Figure 6

Waybill itself, just as on the prototype. This is visible in figures 6 and 7. The first design shown, figure 5 (previous page), is intended to be placed in a clear plastic sleeve with car number and initials on it, thus acting like a car

card. Here is that bill type, completed by inserting it into a clear sleeve, figure 8 (next page). (This idea comes from Bill Neale, see Further Reading, who suggested these baseball-card-collector sleeves.) Now it should be evident

SPECIAL SERVICE		NICKEL PLATE ROAD 541-THE NEW YORK, CHICAGO AND ST. LOUIS RAILROAD COMPANY-541 FREIGHT WAYBILL TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD				Form 125-B	
4-114-1							
CAR INITIALS AND NUMBERS		KIND		LENGTH OF CAR		CAPACITY OF CAR	
NKP 26047		XM		ORDERED	FURNISHED	ORDERED	FURNISHED
STOP THIS CAR		C.L. Transferred to		DATE		WAYBILL No.	
				AUG. 17		2322	
AT _____ AT _____ AT _____				CONSIGNEE AND ADDRESS AT STOP			
TO No.		STATION		STATE		FROM No.	
4-114		KINCAID		ILL		LIMA OHIO	
ROUTE (Show in route order to destination of waybill)				FULL NAME OF SHIPPER			
NKP-P&PU(PEORIA)-CIW				LIMA HEAVY EQUIPMENT			
RECON. TO		STATION		STATE		ORIGIN AND DATE	
CONSIGNEE AND ADDRESS				AMOUNT			
KINCAID MINING SUPPLY				WEIGHT			
FINAL DESTINATION AND ADDITIONAL ROUTING				C. <input type="checkbox"/> FEE O. <input type="checkbox"/> TOTAL D. <input type="checkbox"/> TOLLOFF SERVICE YES <input type="checkbox"/> NO <input type="checkbox"/> DELIVERY SERVICE REQUESTED YES <input type="checkbox"/> NO <input type="checkbox"/> IF CHARGES ARE TO BE PREPAID, WRITE ON STAMP HERE "TO BE PREPAID" WHICH NUMBER IN THE UNITED STATES REGULATES THE RESPONSIBLE CLAUSE OF SECTION 7 OF THE BILL OF LADING, SHEET "YES". Indicate by symbol to charges provided as how weights were obtained for L.C. preference only. R-Railroad Scale, S-Scales, T-Tank Weights, E-Engineered Weights and Current, T-Tank Classification or Minimum.			
ON C.L. TRAFFIC INSTRUCTIONS (Regarding icing, Milling, Weighing, Etc.)				WEIGHT RATE FREIGHT ADVANCES PREPAID			
No. PKGS.		DESCRIPTIONS OF ARTICLES, SPECIAL MARKS AND EXCEPTIONS					
CL		MINING SHAFT EQUIPMENT					
Additional Section April 1910 This Section Must Be Filled and Filled Properly. Additional Section Must Be Filled and Filled Properly.				DESTINATION ADVICE WILL STAMP HEREIN STATION NAME AND DATE REPORTED			
FIRST JUNCTION		SECOND JUNCTION		THIRD JUNCTION		FOURTH JUNCTION	

**Figure 6: PRR
Waybill sized
for 2 x 4 inch
design.**

**Figure 7:
Nickel Plate
Waybill, 4.25
x 5.5 inch
design. The
green box is
operational
coding.**

A "Right Clamp"™ Mini Project



AC-2-2 "Mini Right Clamp"™ used for gluing Bulkhead Frames.



AC-1-1 "Original Right Clamp"™ used for Bulkhead Assembly.



Assembled Bulkhead in gondola with load of ring castings.

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why the blank bill of this design, figure 4 (previous pages), has the empty space at the bottom: it is to accept the car information on the car sleeve.

Another important point to recognize is that Waybills with car initials and numbers printed on them cannot provide the flexibility of "this load, any car" which is obtained with classic car cards/sleeves and Waybills. This is the

downside to their more prototypical appearance. Each modeler can choose which aspect of a Waybill system is more important.

The 2.5 x 3.5-inch Waybill, which uses the readily available baseball-card sleeve, need not have car sleeve information at the bottom; Jeff Aley has devised a somewhat different Waybill, shown in figure 8, which has

AD 5880 R-2

620 THE PENNSYLVANIA RAILROAD 620

FREIGHT WAYBILL

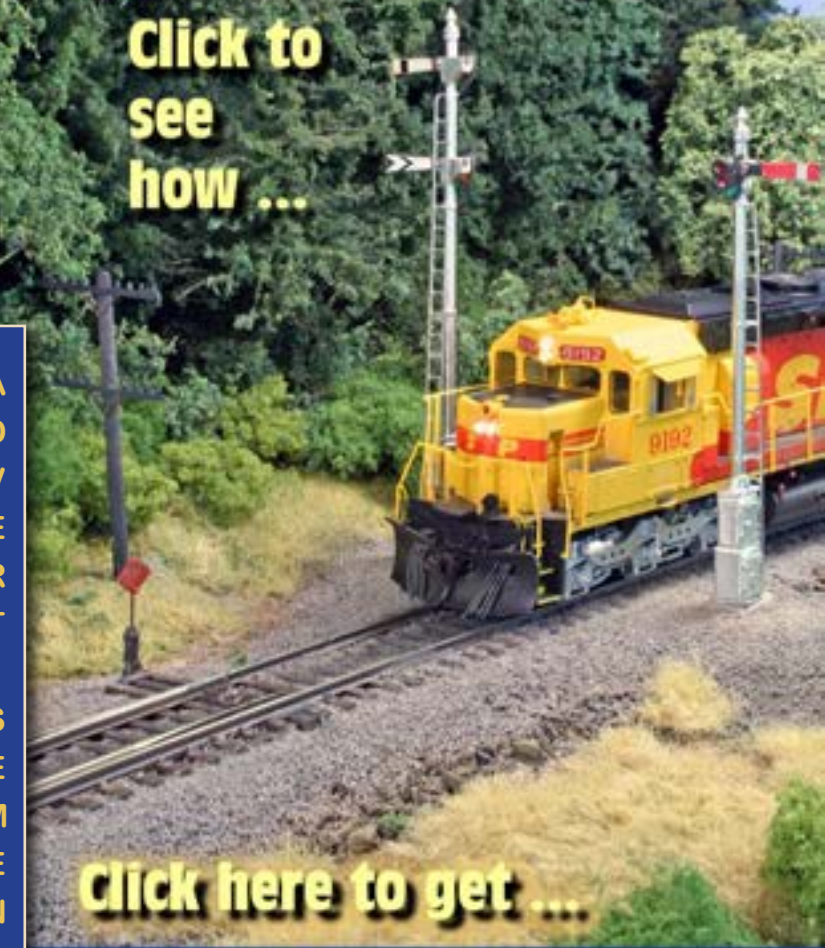
TO BE USED FOR SINGLE CONSIGNMENTS. CARLOAD AND LESS CARLOAD

TO STATION	STATE	FROM STATION	STATE
SHUMALA	CA	PITTSBURGH	PA
CONSIGNEE AND ADDRESS		SHIPPER	
B&B FOREMAN, SP. SHOP TK.		PITTSBURGH PAINT COMPANY	
ROUTE Show in route order		AAR CLASS OF CAR ORDERED	
PRR-ST L-SSW- COR-T&NO-ELP- SP		XM	
		LENGTH/COPY OF CAR ORDERED	
		WEIGHED S	
		E-Estimated S-Shipper's Tested Weights R-Railroad Scale T-Tariff Classification	
ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Etc.)			
& EXCEPTIONS		SHIPPER LOAD & COUNT	
NO. PKGS.		DESCRIPTION OF ARTICLES	
48 DRUMS		BRIDGE PAINT	
BOX CAR			
RI 146765			
AAR XM			

Figure 8:
Completed
2.5 x 3.5 inch
Waybill, for
bottom-infor-
mation type of
car sleeve.

Learn how to
make scenery
like this!

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see
how ...



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details in these
two videos!

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the car initials and number in the prototype location. Note, however, that Jeff omits shipper information (the Waybill is imagined as folded to conceal it), and he is typographically somewhat limited by producing this document in Microsoft Excel.

But a clear sleeve need not be only for the purpose of making a car card. Sleeves help keep paperwork

together and permit multiple Waybill placements for a single car. There is a very convenient side-loading sleeve which will hold the 2 x 4-inch Waybill, and Frank Hodina has located a clear sleeve which can be cut down to fit his 4.25 x 5.5-inch form. Sleeves are widely available. The 2 x 4-inch and Hodina's 4-5/8 x 5.5-inch sizes are from Everyday Plastics (visit their web site at: www.everydayplastics.com).

802 - UNION PACIFIC - 802		
FREIGHT WAY-BILL		
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD		
CAR INITIALS UP	CAR NUMBER 127889	
AAR XM	DESCRIPTION BOX	LENGTH / CAPY 40 FT
ROUTE (Show each Junction and Carrier in Route order) UP-OOB-ONW-OHI-DTI		
TO (STATION) DETROIT		(STATE) MICH
CONSIGNEE AND ADDRESS MOTOR CITY ELECTRIICAL		
INSTRUCTIONS (Regarding Spotting, Icing, Ventilation, Etc.)		
NO. PKGS. O/L	DESCRIPTION OF ARTICLES ALTERNATORS	

Figure 9:
Completed 2.5 x
3.5 inch Waybill,
for top-informa-
tion type of car
sleeve.

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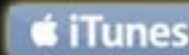
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UNDER TRUCK

TRACK
POWERED

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modification required!

RE RING
ENGINEERING

READY TO RUN!

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Does not affect Load!

↓ Car without Load ↓

↓ Car with Load ↓



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L-710-B

721 SOUTHERN PACIFIC COMPANY 721
PERISHABLE FREIGHT WAYBILL
 TO BE USED FOR SINGLE CONSIGNMENTS. CARLOAD AND LESS CARLOAD

CAR INITIAL	PFE			CAR NUMBER	41354		
AAR CLASS OF CAR ORDERED	RS			LENGTH/COPY OF CAR ORDERED			
TO STATION	STATE	FROM STATION	STATE				
PORTLAND	OR	SHUMALA	CA				
CONSIGNEE AND ADDRESS				SHIPPER			
BLUE SHIELD FOODS				PHELAN & TAYLOR PACKING			
ROUTE Show in route order				Indicate how weights were obtained for L.C.L. Shipments only. S-Shipper's Tested Weights. T-Tariff Classification or Minimum. R-Railroad Scale. E-Estimated.			
SP							
ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Heating, Milling, Weighing, Etc. If Iced, Specify to Whom Icing Should be Charged). & EXCEPTIONS							
RECONSIGINED TO							
RECONSIGINED TO							
PRE-ICE	YES	INITIAL ICE	YES	CPS	2		
NO. PKGS.		DESCRIPTION OF ARTICLES					
462 CRATES		ORANGES					

Figure 10

A. A. R. Form 101

840-THE WESTERN PACIFIC R.R. CO.-840
LIVESTOCK FREIGHT WAYBILL
 TO BE USED FOR SINGLE CONSIGNMENTS. CARLOAD AND LESS CARLOAD

CAR INITIAL	WP			CAR NUMBER	76058		
AAR CLASS OF CAR ORDERED	SM			LENGTH/COPY OF CAR ORDERED			
TO STATION	STATE	FROM STATION	STATE				
K. FALLS	OR	OROVILLE	CA				
CONSIGNEE AND ADDRESS				SHIPPER			
C. B. JACKSON STOCK SALES				FEATHER RVR. LIVESTOCK			
ROUTE Show in route order				Time Loaded <u>8</u> A.M.			
WP-SAC-SP				SECTION 3 OF THE LIVE STOCK CONTRACT EXECUTED (Yes or No) N			
				Was Car Bedded by Carrier? (Yes or No) Y			
				Has 36 Hour Request been Signed and Filed at Point of Origin? (Yes or No) N			
ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Heating, Milling, Weighing, Etc. If Iced, Specify to Whom Icing Should be Charged). & EXCEPTIONS							
STOP THIS CAR							
AT							
AT							
NO. HEAD		DESCRIPTION OF STOCK					
36 HD.		BREEDER CALVES					

Figure 11

Additional Points About Waybills

Having made the foregoing points about format, it's worth addressing some further details about prototype Waybills. First, the bills shown above are derived from the standard Waybill of the AAR. But there were also other AAR forms, in particular for perishables, for livestock, and for LCL.

Those standard forms can, of course, be cut down to model size and shape, just as described above. The AAR recommended that perishable Waybills be printed on pink stock, and this can of course be done with model bills too. Here are examples of model-form perishable (figure 10) and livestock (figure 11) bills. There are a number of details in the livestock bill relating to transit regulations for livestock, which can be a source of further operational points for those interested.

Further, it is important to recognize that prototype empty cars usually moved on separate documents, often called Empty Car Bills, which were quite different in appearance from Waybills.

Figure 10: Pink perishable Waybill, 2 x 4-inch format.

Figure 11: Livestock Waybill, 2 x 4 inches.

Usually they were about 4 x 11 inches in size, to match the lengthwise-folded waybills in a stack. Shown as figures 12 and 13 are two examples of prototype Empty Car Bills. These Bills were in effect only on the issuing railroad and were not used after interchanging to another road, so at every

Figure 12 FORM 1304 1-65-500M

EMPTY CAR BILL

No. _____ Date _____ 19__

Initial _____ No. _____

From _____

To _____

Class or Suitability _____

AUTHORITY FOR MOVEMENT _____

REMARKS _____

These Bills to be used only for movement of empty cars without charges.
If car is ordered loaded while en route, Conductor will make notation under "Remarks" showing point at which empty run ceased, and leave Bill with Agent, who will change destination accordingly, and send Bill to Division Superintendent.

Figure 13 5MM 12-56 ARB (Printed in U. S. A.)

NEW YORK CENTRAL SYSTEM NYCS HR-2 Revised I.C.C. 160(a)-3 Yrs.

COMBINATION HOME ROUTE CARD AND EMPTY CAR BILL

Part 1

INITIAL	NUMBER	KIND

HOME ROUTE INFORMATION
(Form HR-2 Revised (Parts 1 and 2) MUST be prepared on all loaded cars, also empty cars on orders, received from connecting lines, except:
Private Line Tank Cars—any mark; Live Poultry Cars—any mark; System Cars marked B&A, CCC&StL, MC, NOR, NYC, P&E; also cars marked P&LE, PM&K&Y, B&O, Erie and PRK.)

Part 2

ROAD REC'D FROM	STATION	DATE
(a)		

On arrival at destination or junction point where delivered to connecting line, if road received from (Item a) is not proper route under Car Service Rules secure proper route in usual manner and insert information in Item (b) crossing out Item (a).

ROAD	STATION	AUTHORITY
(b)		

EMPTY CAR BILL
(Form HR-2 Revised (Parts 1 and 3) MUST be prepared for all empty car movements on Foreign, System and Private Line Cars, except Tank and Live Poultry Cars.)

Part 3

EMPTY CAR MOVEMENT

DESTINATION	FOR
FROM	DATE
AUTHORITY OR ORDER NO.	

EMPTY CAR MOVEMENT

DESTINATION	FOR
FROM	DATE
AUTHORITY OR ORDER NO.	

EMPTY CAR MOVEMENT

DESTINATION	FOR
FROM	DATE
AUTHORITY OR ORDER NO.	

EMPTY CAR MOVEMENT

DESTINATION	FOR
FROM	DATE
AUTHORITY OR ORDER NO.	

When spaces for empty movements have all been used transfer home route information to new card and destroy old card.
For complete instructions on handling empty cars see Booklet NYCS MFT-110A.
APPLY YARD STAMPS ON BACK

interchange point, the receiving railroad would issue a new Empty Car Bill to move the car onward—or perhaps confiscate that empty car for loading.

These Empty Car Bills may be white, yellow or manila in color. Empty Car Bills, unlike Waybills, were not only not standardized, but no two even seem to be alike. To be accurate, a modeler would want to locate a

prototype example for the road being modeled. The example I had seen of an SP version was yellow, so that was what I followed in making up a 2 x 4-inch version, shown as figure 14.

This bill is filled out in its lower section for a car headed toward a location where it is expected to be loaded. In this type of Empty Car Bill, a car being moved toward its home rails (or to an intermediate yard which needs

J-62-48 Form 1304

SOUTHERN PACIFIC COMPANY

EMPTY CAR BILL

CAR INITIAL	CAR NUMBER
SP	90873

AAR CLASS OF CAR ORDERED	LENGTH/COPY OF CAR ORDERED
LO	

FOR HOME

Billed from _____

To or Via _____ R.R. _____

FOR LOADING

Billed from WEED CA

To BAKERSFIELD CA

Shipper _____ Spot _____

INSTRUCTIONS—This form must accompany all empty foreign cars and must be used in billing private line cars under General Order Ten.

Figure 14

Figure 12: Union Pacific Empty Car Bill.

Figure 13: New York Central Empty Car Bill.

Figure 14: Empty Car Bill for Southern Pacific, 2 x 4 inches.

empties) would be filled out in the upper part of the bill instead.

My own feeling is that use of Empty Car Bills is a real improvement in prototypical practice, compared to the usual “four-cycle waybill” usage of having the paperwork look about the same.

Additional Points About Waybills

There is one important exception to the use of Empty Car Bills: privately owned tank cars, when empty, were

moved with regular freight bills, though their cargo was marked as “L/C,” meaning “last contained,” so that any safety issues with residue or fumes of the previous cargo could be recognized. A pair of Waybills for this situation are shown as figures 15a and 15b.

Several of the Waybill examples already given illustrate an important point about prototype bills: every railroad issued its own form, with its name styled as it preferred, even though the balance of the form was

pure AAR standard. Since Waybills are issued by the road originating the shipment, this means that a satisfactory model Waybill system has to have a wide range of railroad names as headings.

My approach has been to try and collect actual Waybill examples, primarily from modelers of other roads, and in the absence of an actual Waybill, to use related documents such as freight bills or Bills of Lading to acquire headers. I now have such headers for about 75 railroads. One also needs to

add the AAR number code, assigned to each railroad, to the header. A complete list of assigned numbers can be found in Railway Accounting Rules. An abbreviated list of major roads is shown below as Table 1.

Filling Out Waybills

Every car on an operating layout should have some paperwork moving it as an empty or a load (except, say, maintenance cars on a siding). The Empty Car Bill in figure 14 (previous page) presumably corresponds to a loaded move in the other direction, and since it is a cement hopper (as were the vast majority of covered hoppers in 1953, when I model), there is one logical load in the opposite direction. That is what is shown in the corresponding Waybill for this car when loaded, figure 16.

759 TEXAS & NEW ORLEANS RAILROAD COMPANY 759

AAR Form 104

FREIGHT WAYBILL

TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD

CAR INITIAL SHPX	CAR NUMBER 5605
AAR CLASS OF CAR ORDERED TPI	LENGTH/COPY OF CAR ORDERED
TO STATION STATE KLAM. FLS. OR	FROM STATION STATE LK. CHARLES LA
CONSIGNEE AND ADDRESS MODOC FARM SUPPLY	SHIPPER OLIN-MATHIESON CHEMICAL CO.
ROUTE Show in route order T&NO-ELP-SP	Indicate how weights were obtained for L.C.L. Shipments only. S-Shipper's Tested Weights. T-Tariff Classification or Minimum. R-Railroad Scale. E-Estimated.
ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Heating, Milling, Weighing, Etc. If Iced, Specify to Whom Icing Should be Charged). & EXCEPTIONS	
STOP THIS CAR AT	
AT	
NO. PKGS.	DESCRIPTION OF ARTICLES
C/L	ANHYDROUS AMMONIA

Figure 15a

721 SOUTHERN PACIFIC COMPANY 721

17048

FREIGHT WAYBILL

TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD

CAR INITIAL SHPX	CAR NUMBER 5605
AAR CLASS OF CAR ORDERED TPI	LENGTH/COPY OF CAR ORDERED
TO STATION STATE EL PASO TX	FROM STATION STATE KLAM. FLS. OR
CONSIGNEE AND ADDRESS OLIN-MATHIESON CHEMICAL CO.	SHIPPER MODOC FARM SUPPLY
ROUTE Show in route order SP-ELP-T&NO	Indicate how weights were obtained for L.C.L. Shipments only. S-Shipper's Tested Weights. T-Tariff Classification or Minimum. R-Railroad Scale. E-Estimated.
ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Heating, Milling, Weighing, Etc. If Iced, Specify to Whom Icing Should be Charged). & EXCEPTIONS	
RECORD RIGHTS, REVERSE ROUTE	
STOP THIS CAR AT	
AT	
NO. PKGS.	DESCRIPTION OF ARTICLES
L/C	ANHYDROUS AMMONIA

Figure 15b

721 SOUTHERN PACIFIC COMPANY 721

17048

FREIGHT WAYBILL

TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD

CAR INITIAL SP	CAR NUMBER 90873
AAR CLASS OF CAR ORDERED LO	LENGTH/COPY OF CAR ORDERED
TO STATION STATE WEED CA	FROM STATION STATE MONOLITH CA
CONSIGNEE AND ADDRESS CALIF. DIV. OF HIGHWAYS	SHIPPER MONOLITH PORT- LAND CEMENT
ROUTE Show in route order SP	Indicate how weights were obtained for L.C.L. Shipments only. S-Shipper's Tested Weights. T-Tariff Classification or Minimum. R-Railroad Scale. E-Estimated.
ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Heating, Milling, Weighing, Etc. If Iced, Specify to Whom Icing Should be Charged). & EXCEPTIONS	
STOP THIS CAR AT	
AT	
NO. PKGS.	DESCRIPTION OF ARTICLES
C/L	CEMENT

Figure 16

Figure 15a: Waybill for a tank car load, 2 x 4-inch format. “C/L” means “carload.”

Figure 15b: Waybill for returning empty tank car, paired with the load Waybill of Figure 15a, 2 x 4 inches. Notation “Record rights . . .” directs car to return on its service route when loaded; “L/C” means “last contained.”

Figure 16: Waybill for loaded car, opposite movement of that shown in Figure 14, 2 x 4 inches.

Table 1**AAR Code Number, for Selected Railroads**

3 - Akron, Canton & Youngstown	400 - Kansas City Southern
10 - Ann Arbor	444 - Louisville & Nashville
22 - ATSF (Santa Fe)	479 - Minneapolis & St. Louis
28 - Atlantic Coast Line	490 - Missouri-Kansas-Texas
50 - Baltimore & Ohio	494 - Missouri Pacific
56 - Bangor & Aroostook	540 - New York Central
69 - Boston & Maine	541 - Nickel Plate Road
103 - Canadian National	543 - New York, New Haven & Hartford
105 - Canadian Pacific	
125 - Chesapeake & Ohio	550 - Norfolk & Western
129 - Chicago & Eastern Illinois	558 - Northern Pacific
131 - Chicago & North Western	620 - Pennsylvania
133 - Chicago, Burlington & Quincy	626 - Pittsburgh & Lake Erie
140 - Chicago, Milwaukee, St. Paul & Pacific	623 - Reading
145 - Chicago, Rock Island & Pacific	693 - St. Louis-San Francisco
195 - Delaware & Hudson	694 - St. Louis Southwestern
196 - Delaware, Lackawanna & Western	712 - Seaboard Air Line
197 - Denver & Rio Grande Western	724 - Southern
208 - Detroit, Toledo & Ironton	721 - Southern Pacific
238 - Elgin, Joliet & Eastern	728 - Spokane, Portland & Seattle
263 - Florida East Coast	749 - Texas & New Orleans
299 - Georgia	760 - Texas & Pacific
308 - Grand Trunk Western	802 - Union Pacific
310 - Great Northern	823 - Virginian
317 - Gulf Mobile & Ohio	825 - Wabash
351 - Illinois Central	839 - Western Maryland
	840 - Western Pacific. ■

This brings us to the matter of how Waybills are filled out. An important point in the transition era is that most Waybills were filled out with what were known as billing typewriters, and these machines only had uppercase letters. Thus practically all Waybills one can find prior to 1960 were filled out in all capitals.

But naturally not every make of billing typewriter had the same typeface, and other methods of preparation and transmittal were used, such as Teletype. Accordingly, realistic Waybills should have a range of typeface appearances. After looking carefully at SP documents I have seen, I concluded that a fairly close match to the appearance was a typeface called Bell Gothic. That is the typeface used to fill out figures 14 through 16 (previous pages), as well as figures 8 and 10 (previous pages). A digital Teletype font was used for figure 11 (previous pages).

One possible criticism of these and many other typefaces in electronic form is that they are far too clean and pristine. Typewriters in service develop worn or even broken letters, and accumulate dirt on the keys. There happen to be a fair number of digital typefaces based on “in service” typewriters, and I have found a couple of these to be very realistic.

One of the best is called “Mom’s Typewriter” (the fellow who digitized it claims it really is from his mom’s typewriter). It is available free at fontspace.com and an example of its

appearance is in figure 17 (next page). Other typical typewriter faces might include the widely available face called “American Typewriter,” shown in figure 18 (next page).

More examples of “working” typewriter faces can be suggested, and many are available cheap or free on the Internet, but beware the so-called “grunge” faces, which are heavily distorted or disrupted, as these go beyond what is credible in a working typewriter.

While on the subject of typefaces, I have been asked what typeface I used on my waybills for the form itself, in the AAR portion of the document. My answer is that I didn’t choose any typeface; what you see in these Waybills is simply the scanned appearance of the actual Waybills themselves.

Given a group of suitable typefaces for this task, how are the model waybills (still in electronic form as Photoshop files at this point) filled out? I simply use the Type tool in Photoshop to type in whatever is needed in each Waybill. All right, you say, but what do I write?

There was considerable formality in the various types of information which were filled in on a Waybill, and I won’t take space here to discuss the various parts of the document. However, I did publish awhile back a magazine article on that exact topic, in the Operations SIG (NMRA) magazine, *The Dispatcher’s Office* (see Bibliography).

A corrected version of the printed article is available at: modelingthesp.blogspot.com/2011/09/my-article-in-dispatchers-office.html.

A major point about Waybill content is the identity of shippers and consignees, which you can think of as pairs of locations. One option is to use layout business names as one half of each pair, and some off-layout name, perhaps made up, such as “Acme Steel,” as the second half. But many modelers may prefer to try and use actual industries.

I personally enjoy research on this topic, and have located many industrial concerns in my modeled area through old telephone books (available at local libraries) and some railroad documents such as the very useful “Shipper Guides” issued by many railroads. One source of reprinted versions of these is the Rails Unlimited shop, which can be visited at: railsunlimited.ribbonrail.com/Books/shippers.html.

A major source of this information is the OpSIG industry database,

accessible on-line at: opsig.org/reso/inddb. It contains around 40,000 entries, but be careful with this information: it may be from an era ranging from 1935 to 1995, and thus some information in the database may not fit your modeling. As my research continues, I maintain a “pairs list” of shipper-consignee pairs I have identified. It is sometimes useful to be able to review the pairs so far used, to help see what may still be needed.

Once the individual Waybills are filled out, I save each one with a name

corresponding to its industry, and maintain these in a file. Next they will be printed out, which I will discuss in a moment, but I like to retain the original files so a damaged or lost bill can be easily replaced.

There are further considerations about the documentation for some specialized kinds of freight handling, such as LCL, or mine tickets for coal loading. The latter has been very well described in a recent article by Ted Pamperin, listed under Further Reading, and for those interested in that topic, I highly recommend Ted’s article.

Producing the Physical Waybills

Now that you have a set of electronic files, in Photoshop or some application (some modelers are using Microsoft Excel), what is next? In my case, I lay out the waybill files in a page layout application (I use Adobe InDesign, but there are several others which will work), placing as many on an 8.5 x 11-inch page as possible. I use heavy paper, a bit short of what would be light cardstock, but there are those who prefer a little sturdier material like the cardstock.

I show such a layout in figure 19 (next page) for the 25 x 3.5-inch Waybill

626—THE PITTSBURGH & LAKE ERIE RAILROAD COMPANY—626

FREIGHT WAYBILL

TO BE USED FOR SINGLE CONSIGNMENTS. CARLOAD AND LESS CARLOAD

TO STATION STATE	FROM STATION STATE
BALLARD CA	MUNHALL PA
CONSIGNEE AND ADDRESS	SHIPPER
JUPITER PUMP & COMPRESSOR	MESTA MACHINE CO.
ROUTE Show in route order	AAR CLASS OF CAR ORDERED
P&LE-YNGS-NYC-BI-RI-CO BL-UP-OG-SP	XM
	LENGTH/CAPY OF CAR ORDERED
	WEIGHED T
	E—Estimated S—Shipper's Tested Weights R—Railroad Scale T—Tariff Classification
ON C.L. TRAFFIC - INSTRUCTIONS (Regarding Icing, Ventilation, Etc.) & EXCEPTIONS	
NO. PKGS.	DESCRIPTION OF ARTICLES
2	PUNCH PRESS, COMPLETE
BOX CAR	
SP 30366	
AAR XM	

Figure 17

69 - BOSTON AND MAINE RAILROAD - 69

FREIGHT WAYBILL

TO BE USED FOR SINGLE CONSIGNMENTS. CARLOAD AND LESS CARLOAD

TO STATION STATE	FROM STATION STATE
BALLARD CAL	S. BOSTON MASS
CONSIGNEE AND ADDRESS	SHIPPER
JUPITER PUMP & COMPRESSOR	BOSTON GEAR COMPANY
ROUTE Show in route order	AAR CLASS OF CAR ORDERED
B&M-ALB-NYC-CHI-RI-CO BL-UP-OG-SP	XM
	LENGTH/CAPY OF CAR ORDERED
	WEIGHED
	E—Estimated S—Shipper's Tested Weights R—Railroad Scale T—Tariff Classification
ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Etc.) & EXCEPTIONS	
SL&C - EWIB	
NO. PKGS.	DESCRIPTION OF ARTICLES
124 BOXES	GEAR TRAIN ASSYS.
BOX CAR	
NP 29563	
AAR XM	

Figure 18

Figure 17: P&LE bill filled out with Mom’s Typewriter face, 2.5 x 3.5-inch format.
Figure 18: Boston & Maine Waybill filled out with American Typewriter face, 2.5 x 3.5-inch format.

format. You can see that there is very little waste material in this arrangement. With the 2 x 4-inch format turned to run across the sheet, two five-high columns of bill images can be placed, making a total of 10 Waybills per sheet for that format.

721 SOUTHERN PACIFIC COMPANY 721 FREIGHT WAYBILL TO BE USED FOR SINGLE COMMODITY, CARLOAD AND LESS CARLOAD		721 SOUTHERN PACIFIC COMPANY 721 FREIGHT WAYBILL TO BE USED FOR SINGLE COMMODITY, CARLOAD AND LESS CARLOAD		721 SOUTHERN PACIFIC COMPANY 721 FREIGHT WAYBILL TO BE USED FOR SINGLE COMMODITY, CARLOAD AND LESS CARLOAD	
TO STATION STATE	FROM STATION STATE	TO STATION STATE	FROM STATION STATE	TO STATION STATE	FROM STATION STATE
SACRAMENTO CA	SHUMALA CA	SHUMALA CA	CARSON CA	SHUMALA CAL	MARION IND
CONSIGNEE AND ADDRESS MATERIALS YARD, SP SHOPS	SHIPPER SP, SHOP TRACK	CONSIGNEE AND ADDRESS SP, OIL TRACK	SHIPPER RICHFIELD OIL COMPANY	CONSIGNEE AND ADDRESS SP STORES, SHOP TRACK	SHIPPER SUPERIOR CAR DOOR CO.
ROUTE Show in route order	CAR CLASS OF CAR ORDERED WEIGHTED GROSS WEIGHT NET WEIGHT	ROUTE Show in route order	CAR CLASS OF CAR ORDERED WEIGHTED GROSS WEIGHT NET WEIGHT	ROUTE Show in route order	CAR CLASS OF CAR ORDERED WEIGHTED GROSS WEIGHT NET WEIGHT
SP	GB, GS	SP	TM	SP	XM
ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS
NO. PKGS.	DESCRIPTION OF ARTICLES	NO. PKGS.	DESCRIPTION OF ARTICLES	NO. PKGS.	DESCRIPTION OF ARTICLES
C/L SCRAP FOR RECLAIM N/R		C/L LOCOMOTIVE FUEL		75 LBS. RY. CAR FORGINGS	
811 - UTAH RAILWAY - 811 FREIGHT WAYBILL TO BE USED FOR SINGLE COMMODITY, CARLOAD AND LESS CARLOAD		526 - The Nashville, Chattanooga & St. Louis Ry. - 526 FREIGHT WAYBILL TO BE USED FOR SINGLE COMMODITY, CARLOAD AND LESS CARLOAD		721 SOUTHERN PACIFIC COMPANY 721 FREIGHT WAYBILL TO BE USED FOR SINGLE COMMODITY, CARLOAD AND LESS CARLOAD	
TO STATION STATE	FROM STATION STATE	TO STATION STATE	FROM STATION STATE	TO STATION STATE	FROM STATION STATE
SHUMALA CA	SPRING CYN UT	SHUMALA CAL	DALTON GA	SHUMALA CAL	SELBY CAL
CONSIGNEE AND ADDRESS SOUTHERN PAC., SHOP TRACK	SHIPPER SPRING CANYON COAL COMPANY	CONSIGNEE AND ADDRESS CHAMISAL FLOOR & TILE, HS TK	SHIPPER PIEDMONT CARPET CO.	CONSIGNEE AND ADDRESS NIPOMO HARD- WARE, HOUSE TK.	SHIPPER SELBY SMELTING & LEAD COMPANY
ROUTE Show in route order	CAR CLASS OF CAR ORDERED WEIGHTED GROSS WEIGHT NET WEIGHT	ROUTE Show in route order	CAR CLASS OF CAR ORDERED WEIGHTED GROSS WEIGHT NET WEIGHT	ROUTE Show in route order	CAR CLASS OF CAR ORDERED WEIGHTED GROSS WEIGHT NET WEIGHT
UCR-PROVO-UP- LA-SP	GS	NC&STL-ATL-SOU- NO-IC-AVD-T&NO- ELP-SP	XM	SP	XM
ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS
NO. PKGS.	DESCRIPTION OF ARTICLES	NO. PKGS.	DESCRIPTION OF ARTICLES	NO. PKGS.	DESCRIPTION OF ARTICLES
C/L HOUSEHOLD COAL		24,400 LBS. INTERIOR CARPET		11,400 LBS. LEAD SHEET, PIPE & BAR	
620 THE PENNSYLVANIA RAILROAD 620 FREIGHT WAYBILL TO BE USED FOR SINGLE COMMODITY, CARLOAD AND LESS CARLOAD		488 - THE KANSAS CITY SOUTHERN RY. CO. - 488 FREIGHT WAYBILL TO BE USED FOR SINGLE COMMODITY, CARLOAD AND LESS CARLOAD		721 SOUTHERN PACIFIC COMPANY 721 FREIGHT WAYBILL TO BE USED FOR SINGLE COMMODITY, CARLOAD AND LESS CARLOAD	
TO STATION STATE	FROM STATION STATE	TO STATION STATE	FROM STATION STATE	TO STATION STATE	FROM STATION STATE
SHUMALA CA	PITTSBURGH PA	SHUMALA CA	PORT SMITH AR	SERRANO CA	SHUMALA CA
CONSIGNEE AND ADDRESS B&B FOREMAN, SP, SHOP TK.	SHIPPER PITTSBURGH PAINT COMPANY	CONSIGNEE AND ADDRESS PISMO VETERIN- ARIAN SVC., HS TK	SHIPPER RUSSELL DISTRIB. CO.	CONSIGNEE AND ADDRESS FOREMAN, TRACK FORCES	SHIPPER WESTERN ICE CO.
ROUTE Show in route order	CAR CLASS OF CAR ORDERED WEIGHTED GROSS WEIGHT NET WEIGHT	ROUTE Show in route order	CAR CLASS OF CAR ORDERED WEIGHTED GROSS WEIGHT NET WEIGHT	ROUTE Show in route order	CAR CLASS OF CAR ORDERED WEIGHTED GROSS WEIGHT NET WEIGHT
PRR-ST L-SSW- COR-T&NO-ELP- SP	XM	KCS-HOWE-RI- TUCUM-SP	XM	SP	RS
ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS	ON C. L. TRAFFIC - INSTRUCTIONS (Regarding Tonnage, Ventilation, Etc.) & EXCEPTIONS
NO. PKGS.	DESCRIPTION OF ARTICLES	NO. PKGS.	DESCRIPTION OF ARTICLES	NO. PKGS.	DESCRIPTION OF ARTICLES
48 DRUMS BRIDGE PAINT		48 BOXES ANIMAL HEALTH PROD.		22,000 LBS. ICE N/R	

Figure 19

Once printed, these are cut out with a good quality paper cutter. (I like the accuracy of the rolling-trimmer type of cutter, instead of the traditional guillotine style; one good brand is Dahle.)

For any clear sleeves which need to receive car information labels, I use clear Avery labels. These are intended to be printed on either inkjet or laser printers. I use the No. 5660 labels for my 2.5 x 3.5-inch sleeves. Their

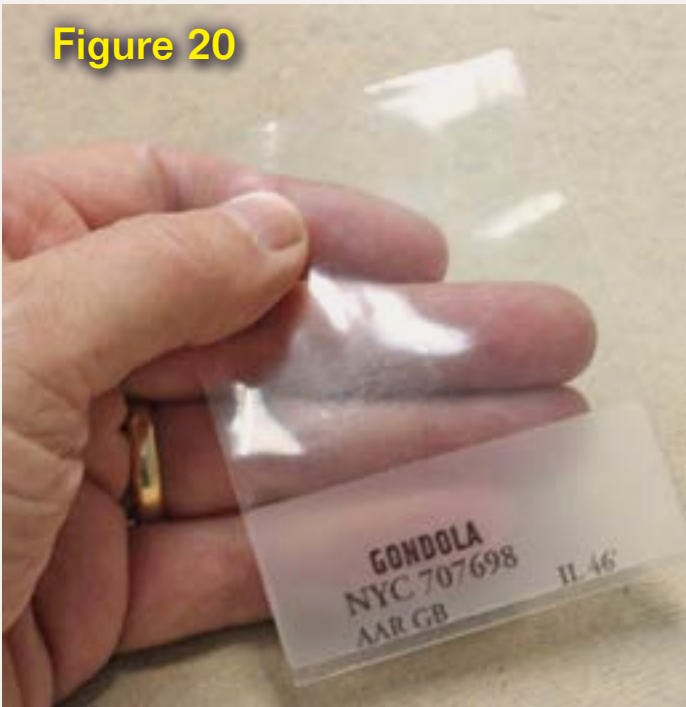


Figure 19: Example of a nine-up layout of Waybills to be printed on 8.5 x 11-inch sheet. These are 2.5 x 3.5-inch format bills. The horizontal and vertical guidelines help position the individual items but are removed prior to printing. Figure 20: The clear plastic baseball-card sleeve, with clear Avery label attached to show car information. This then functions as a “car sleeve.”

appearance when attached to the sleeve is shown in figure 20. The labels are easy to apply, and the sleeves are easy to work with when complete.

For any type of sleeve or waybill, there are a variety of options for filing and storing the bills. I like to use hard-wood filing boxes of the type familiar for use with 3 x 5 index cards, but larger to accommodate these various Waybill designs. One good source on line is at this link: successimage.com/cat--Card-Files--CardFiles.

Operating with These Waybills

Operation, of course, proceeds much as it would with any type of car card or waybill system, but it is useful to observe that multiple inclusions in a sleeve can pay dividends. Obviously, a car with a load-empty cycle, such as the covered hopper of figures 14 and 16, or the tank car of figures 15a and 15b (all previous pages), might as well have both bills in the same sleeve, and they can be reversed from session to session.

Inserting an Empty Car Bill behind a load bill works equally well in any of these formats. figure 21 (next page) shows this for the 2.5 x 3.5-inch format, and the convenient side-entry sleeve for the 2 x 4-inch format is shown in figure 22 (next page). Of course, additional cycles, expressed as pairs of load Waybills in two directions, or pairs of Empty Car Bills, or simply paired Waybill-Empty Car Bill

sets, can be added to the sleeve for further variety.

A point often raised in connection with the Waybill designs shown here is that the Empty Car Bill does not specify where the empty is to be spotted, only its destination town. On the prototype, the conductor would consult with the agent upon arrival at a town, to find out what switching was to be done.

In layout operation without an agent position at a particular town, the communication can be accomplished with messages left for the crew, exactly as was done on the prototype when agents were not on duty when a local arrived. A bill box or comparable receptacle was provided on the outside of the depot, locked with a switch lock, for both agent and conductor to leave Waybills and Empty Car Bills for each other.

Finally, I depict an example of a model Waybill doing its job, with the corresponding load being delivered to the correct siding on my layout. This is shown in figures 23 and 24 (next page). For me, with my core enthusiasm for freight cars and freight operations, these two figures encapsulate what can be achieved with more prototypical Waybills in model form.

Concluding Remarks

The various Waybill designs shown in this article are really only illustrations of different approaches which are possible toward a more prototypical

Waybill for model operations. Size and details of content can be varied to suit the individual modeler's needs and desires. And best of all, these documents really look like the Waybills used by the prototype, not like some variety of game cards which might suit a board game of one kind or another.

Recommendations for Further Reading

Prototype Waybills and Freight Operations

John H. Armstrong, *The Railroad: What It Is, What It Does* (Revised Edition), Simmons-Boardman, Omaha, 1982.

E.W. Coughlin, *Freight Car Distribution and Handling in the United States*, Car Service Division, Association of American Railroads, Washington, 1956.

John A. Droege, *Freight Terminals and Trains* (2nd Edition), McGraw-Hill, New York, 1925. [NMRA reprint, 1998]

Grover G. Huebner, *The Fundamentals of Traffic*, The Traffic Service Corporation, Chicago, 1926.

Railway Accounting Rules, Accounting Division, Association of American Railroads, Washington, 1950. [numerous editions]

Lawrence W. Sagle, *Freight Cars Rolling*, Simmons-Boardman, New York, 1960.

Text continues on page 46.

Figure 21



Figure 21: Inserting an Empty Car Bill, which will move a refrigerator car after it carries the load shown in the pink Perishable Waybill on top, with the 2.5 x 3.5-inch format. The car involved is shown by the label on the sleeve. The pink bill directs the car off-layout to Pittsburgh, PA, which means staging, and the Empty Car Bill returns it from staging to the layout to be loaded.

Figure 22: The same kind of process shown in Figure 19 is equally easy in the 2 x 4-inch format, with the side-entry sleeves, which are more convenient than top entry, given this relatively long and slender document.

Figure 22

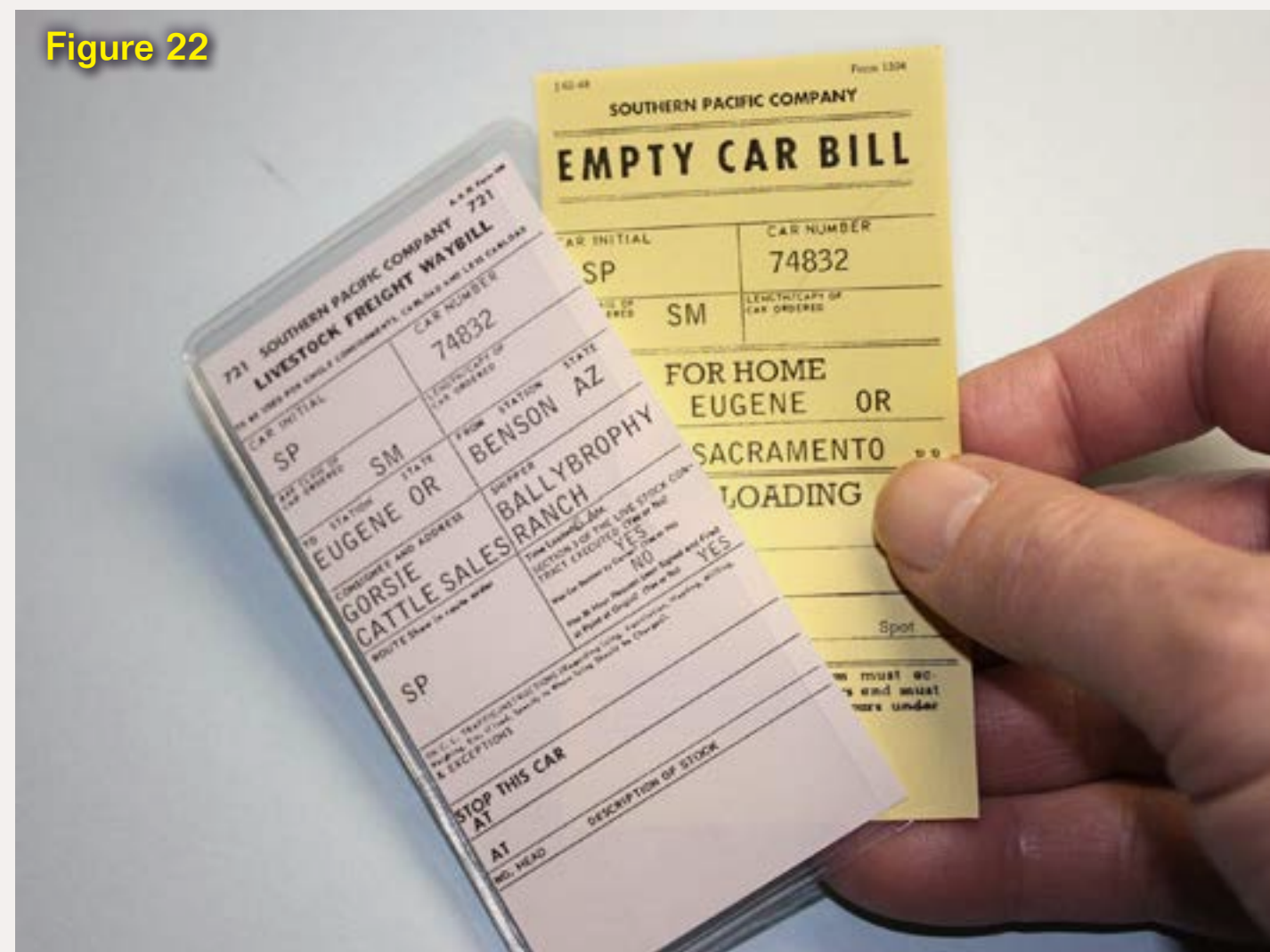




Figure 23

Figure 23: Here is that lumber load, being spotted at the team track in my town of Shumala.

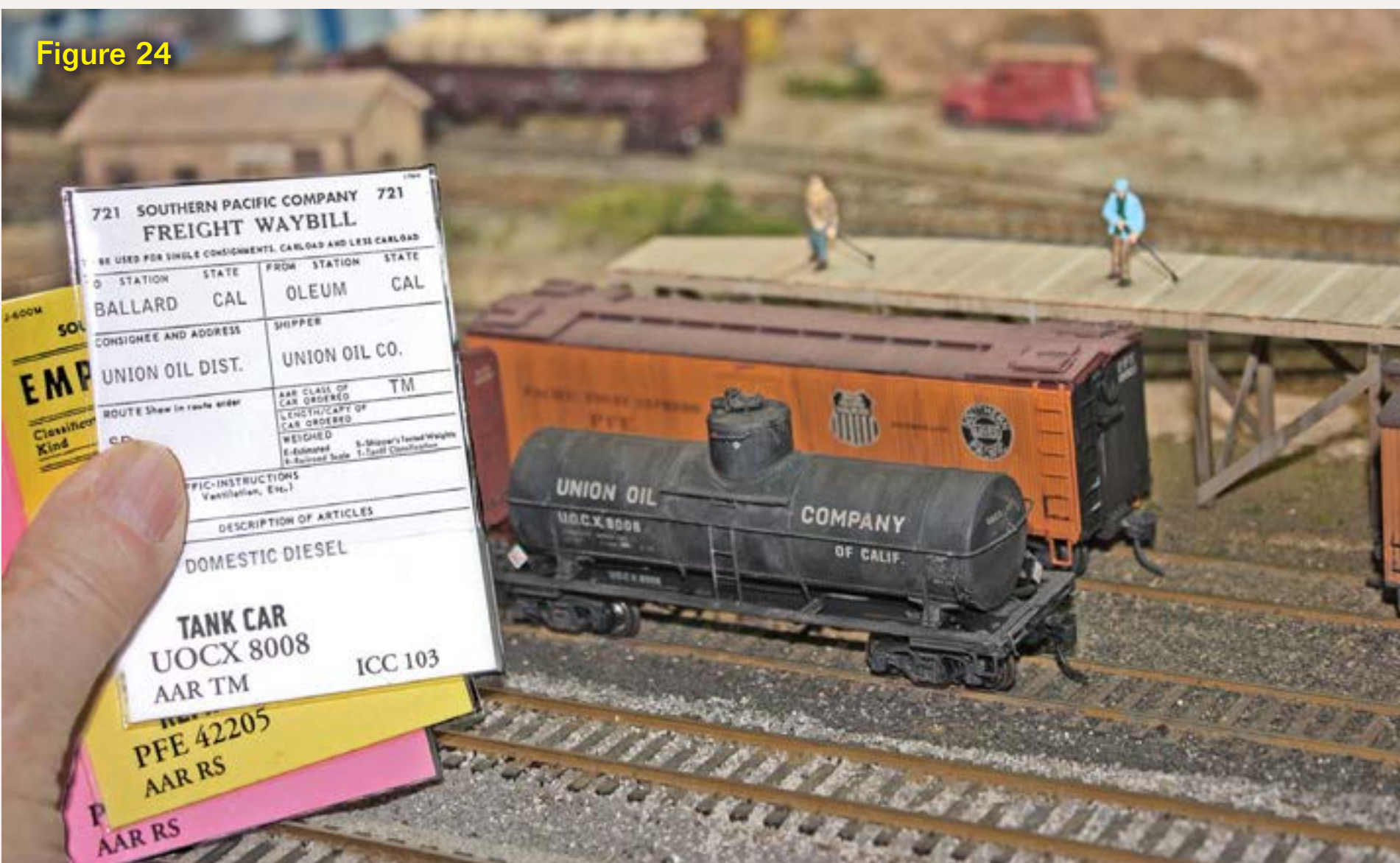


Figure 24

Figure 24: Waybills in the 2.5 x 3.5-inch format are shown here in use, to determine the next move for this Union Oil Company tank car on the author's layout.

Article continues on the next page.

Text continued from page 44.

Model car cards and waybills: history

"Boomer Pete," *Model Railroader*, May 1940, p. 264.

Frank Ellison, "The Art of Model Railroading: Part 6," *Model Railroader*, August 1944; reprinted January 1965, p. 52.

Many articles in the 1950s, primarily in *Model Railroader*; reviewed by:

Douglas Smith, *Model Railroader*, Oct. 1957, p. 24; and "Card Operations," *Model Railroader*, Dec. 1961, p. 52.

Model Car Cards and Waybills: Modern

George Berisso, "Prototype Car Forwarding Practice with Car Card Applications," *Layout Design Journal*, Nov. 1988, p. 20.

Bruce Chubb, *How to Operate Your Model Railroad*, Kalmbach, 1977 [out of print; available used].

Byron Henderson, "Variations on a Waybill Theme," *The Dispatcher's Office* (Operations SIG), July 2007, p. 13.

Dan Holbrook, *Model Railroader*, July 1987, p. 91.

Steve King, "Car Cards and Waybills," *Railroad Model Craftsman*, February 1968, p. 68.

Tony Koester, "Enhanced Car Forwarding on the Midland Road," *Model Railroader*, March 1993, p. 75.

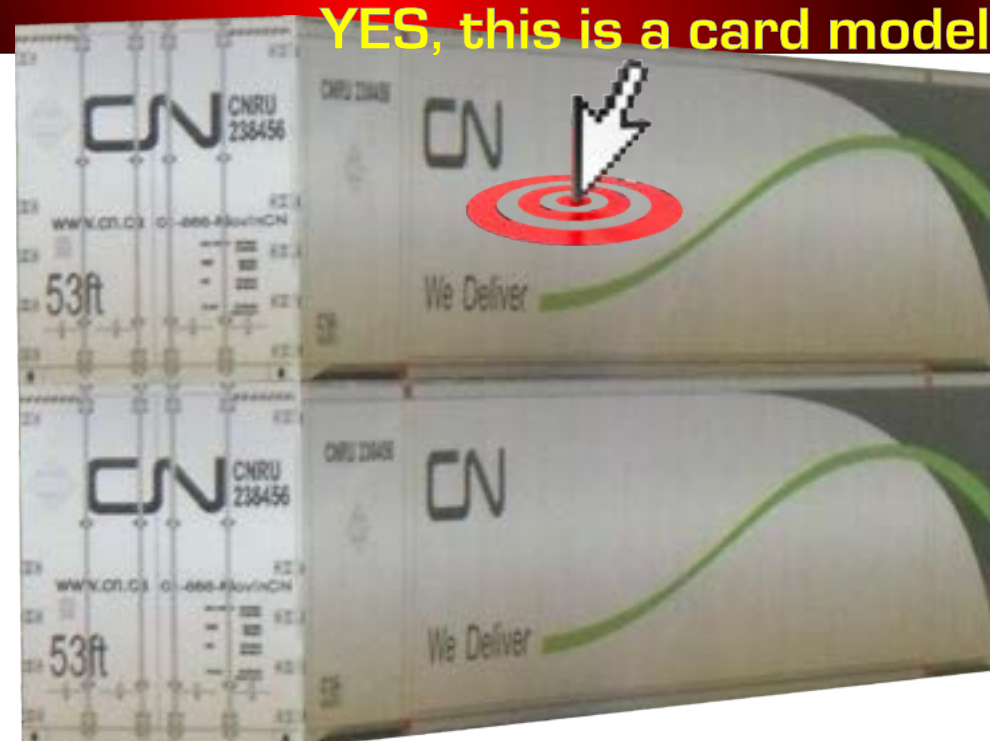
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Click for more Info

Tony Koester, *Realistic Model Railroad Operation*, Kalmbach, 2003.

Don McFall, *Model Railroading*, Vol. 13, Fall 1982; see also "Pre-printed Car Cards," *Model Railroading*, April 1987, p. 14.

Bill Neale, "Plastic pocket car cards," *Model Railroader*, February 2009, p. 62.

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Anthony Thompson, "Prototypical Waybills for Car Card Operation," *Railroad Model Craftsman*, December 2009, p. 71.

My follow-on articles: "Contents of a Waybill," *The Dispatcher's Office* (Operations SIG): April 2010, p. 17 (corrected version available on line at: modelingthesp.blogspot.com/2011/01/waybills-2.html).

also: "Freight Car Handling and Distribution," *The Dispatcher's Office*

(Operations SIG): October 2011, p. 28 (corrected version available on line at: modelingthesp.blogspot.com/2011/09/my-article-in-dispatchers-office.html).

Extensive discussions of waybills are part of my blog, at: modelingthesp.blogspot.com. ☑



Contents of a Waybill

Anthony Thompson

Waybills are important to Operations. That shouldn't be news. They tell the railroad, and by extension the modeler, where cars go and how to handle them. But too often model waybills are incomplete or non-prototypical in appearance. I wrote an article that appeared in the December 2009 issue of *Railroad Model Craftsman* (RMC) describing how I chose to improve my waybills and showing a number of examples of my model waybills.

This article provides further information about the content of prototype waybills, and how that information can be used in modeling. The subject of waybill content is potentially quite complex and there is great formality about some parts of the waybill, but as modelers we don't need all of those features.

Car initial and number

This is probably one of the most important, and most viewed, parts of a prototype waybill, and is always located in the upper left corner of the prototype bill. It's desirable to use this location in a model bill, but with a car card or equivalent in an operating scheme, this doesn't work so well.

I did experiment with waybills having blank upper

sections, so that the car initials and number could be on the upper part of a clear sleeve. As explained below under "Alternative Versions," this turned out to be difficult, and I reluctantly decided that this distinctive prototype arrangement was not going to work well for me. But it's one of the things I'd like to be able to do.

Addresses

The prototype waybill provides large spaces for addresses of both shippers and receivers. This can be for billing purposes, or to identify the exact part of a large industrial plant at which the car is to be loaded or unloaded. Most model industries are small enough that this need not be quite so specific. I do identify specific track spots or door spots for industries where it matters. I would also point out that waybills for loads destined for team tracks should so specify; likewise for freight agents (usually specified as "house track") who handle freight in a depot, or as "freight house" if a particular town has one.

AAR car type

The prototype does not call out the car types on waybills, because that is the job of the car distributor or car clerk, to check the *Official Railway Equipment Register* (ORER) to make sure the available empty matches the shipper's car request. On a layout, if the owner or an experienced operator always matches empties to ship-

(Below) Examples of model waybills, somewhat reduced in size. Fig. 1 (left). This inbound waybill, with "Shipper Load & Count" notation under "Instructions," uses the American Typewriter typeface. Fig. 2 (center). An inbound waybill, filled out with the Courier typeface, specifies spotting at the house track. Fig. 3 (right). An inbound waybill with local abbreviations for McKees Rocks and for the shipper name. Letter Gothic typeface.

69 - BOSTON AND MAINE RAILROAD - 69			
FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	LENGTH/ CARTON OF CAR ORDERED
S. BOSTON		MASS	
SHIPPER			AAR CLASS OF CAR ORDERED
BOSTON GEAR CO.			XM
TO	STATION	STATE	ROUTE Show in route order
BALLARD		CALIF	B&M-NYC- RI-UP-SP
CONSIGNEE AND ADDRESS			
JUPITER PUMP & COMPRESSOR			
NO. PKGS. DESCRIPTION OF ARTICLES			
124 BOXES GEAR TRAIN ASSYS.			
WEIGHED	R	ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Etc.) & EXCEPTIONS	
E-Estimated R-Railroad Scale S-Shipper's Tested Weights T-Tariff Classification		SHIPPER LOAD & COUNT	

50 THE BALTIMORE AND OHIO RAILROAD CO. 50			
FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	LENGTH/ CARTON OF CAR ORDERED
BALTIMORE		MD	
SHIPPER			AAR CLASS OF CAR ORDERED
PARAGON BROOM CO.			XM
TO	STATION	STATE	ROUTE Show each Carrier in route order
SANTA ROSALIA		CA	B&O-MP- T&NO-SP
CONSIGNEE AND ADDRESS			
SEASIDE HARDWARE, HOUSE TK.			
NO. PKGS. DESCRIPTION OF ARTICLES			
29 CASES HOUSEHOLD BROOMS			
WEIGHED	T	ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Etc.) & EXCEPTIONS	
E-Estimated R-Railroad Scale S-Shipper's Tested Weights T-Tariff Classification			

626--THE PITTSBURGH & LAKE ERIE RAILROAD COMPANY--626			
FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	LENGTH/ CARTON OF CAR ORDERED
McKEES ROX		PA	50
SHIPPER			AAR CLASS OF CAR ORDERED
NAT. TUBE, USSTEEL			GB
TO	STATION	STATE	ROUTE Show each Carrier in route order
BALLARD		CAL	PLE-NYC- CNW-UP-SP
CONSIGNEE AND ADDRESS			
JUPITER PUMP & COMPRESSOR			
NO. PKGS. DESCRIPTION OF ARTICLES			
C/L STRUCTURAL SHAPES			
WEIGHED	R	ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Etc.)	
E-Estimated R-Railroad Scale S-Shipper's Tested Weights T-Tariff Classification			

28 — ATLANTIC COAST LINE RAILROAD COMPANY - 28			
FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	LENGTH/ COPY OF CAR ORDERED
NEW BERN		NC	
SHIPPER	PAMLICO SOUND GLASS		AAR CLASS OF CAR ORDERED XM
TO	STATION	STATE	ROUTE Show in route order ACL-L&N- T&NO-SP
BALLARD		CA	
CONSIGNEE AND ADDRESS ZACA MESA WINERY			
NO. PKGS. DESCRIPTION OF ARTICLES 425 CARTONS GALLON JUGS			
WEIGHED E—Estimated R—Railroad Scale S—Shipper's Tested Weights T—Tariff Classification		ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Etc.) & EXCEPTIONS SHIPPER LOAD & COUNT	

612 — PACIFIC ELECTRIC RAILWAY COMPANY — 612			
PERISHABLE FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	LENGTH/ COPY OF CAR ORDERED
SAN PEDRO (HARBOR)		CA	
SHIPPER	UNITED FRUIT CO.		AAR CLASS OF CAR ORDERED RS
TO	STATION	STATE	ROUTE Show in route order PE-SP
BALLARD		CA	
CONSIGNEE AND ADDRESS PEERLESS FOODS, SPOT 1			
RECONSIGNEE TO			
NO. PKGS. DESCRIPTION OF ARTICLES 660 HANDS BANANAS			
PRE-ICE	INITIAL ICE	CPS	2

U. S. GOVERNMENT FREIGHT WAYBILL			
ORIGINAL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	LENGTH/ COPY OF CAR ORDERED
BALLARD		CA	
SHIPPER	JUP. PUMP & COMP.		AAR CLASS OF CAR ORDERED XM
TO	STATION	STATE	ROUTE Show in route order SP-UP-RI- B&O
WRIGHT-PATT AFB		OH	
CONSIGNEE AND ADDRESS USAF LOGISTICS COMMAND			
NO. PKGS. DESCRIPTION OF ARTICLES C/L ASSORTED COMP. PARTS			
WEIGHED E—Estimated R—Railroad Scale S—Shipper's Tested Weights T—Tariff Classification		ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Etc.) & EXCEPTIONS	

More examples. Fig. 4 (left). This waybill includes a “Shipper Load & Count” notation and is filled out with Mom’s Typewriter face. Fig. 5 (center). A Pacific Electric perishable waybill, specifying a particular door spot at the consignee, and identifying Section 2 rules of Carriers Protective Services (CPS). The waybill is on pink stock. Fig. 6 (right). An example of a U.S. government waybill, made out with American Typewriter.

per requests, the same approach can be taken and the “AAR type” box omitted. I have inserted it because I think it helps crews understand what they are doing.

Car length

This is definitely part of the prototype waybill and of course in certain instances is essential. I have the impression from waybills I’ve examined, and from conversations with railroaders, that this box is left blank if the car to be supplied is the “usual car” of that type, such as a 40-foot box car in the steam era. Thus only exceptional car lengths would be placed on the waybill. That is what I’ve done in my waybills too. For those interested in tariffs, the rates varied with car size, and this detail could be implemented if desired.

Routing

Prototype routing instructions are quite important, not only for delivery of a load but also for return of an empty on its reverse routing (if the car is not confiscated for loading). The waybill space for this information on the prototype form is fairly large, because not only the connecting railroads, but also the junctions at which the car is interchanged, have to be listed.

To me, this is an interesting part of the waybill, and with a good railroad map of North America and the interchange points called out in individual railroad entries in the ORER, one can readily assemble a complete

list on a particular waybill of junctions and railroads. But this becomes a lengthy entry in many cases, even with abbreviations, and on my layout, has very little effect on operation, so I decided, reluctantly, to omit the junctions. If there is one part of the prototype waybill I most regret omitting, it is this part.

In customizing your own waybill, if you find the routing of cars interesting, or if it’s important to your operations, by all means enlarge this part of the bill to permit a more detailed entry. And if you model a western railroad, that part of the country had some complex routing rules, enshrined in routing guides, another opportunity to introduce prototype complexity if you wish.

Cargo description

On a prototype waybill, the load is described by its article type, under tariff categories, of which there are many thousands, or in plain English along with the item number assigned to that tariff category, to avoid any confusion. Here the modeler has considerable latitude unless one wishes to follow tariffs rigorously. The quantity is also expressed, either as a carload (C/L or CL), by a number of units such as cartons, barrels, boxes, or whatever they might be, or just by pounds weight, though the weight also has to be shown in the weight column of a prototype bill.

I will turn to weight issues in a moment, but in the

721 SOUTHERN PACIFIC COMPANY 721			
LIVESTOCK FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	AAR CLASS OF CAR ORDERED
SHUMALA		CA	SM
SHIPPER		ROUTE Show in route order	
POCO TIEMPO RANCH		SP	
TO	STATION	STATE	Time Loaded, S.A.M.
LOS ANGELES		CA	SECTION 3 OF THE LIVE STOCK CONTRACT EXECUTED (Yes or No) N
CONSIGNEE AND ADDRESS			
ARMOUR & CO., VERNON			
NO. HEAD DESCRIPTION OF STOCK			
24 HEAD		STEERS	WEIGHED AT
Was Car Loaded by Carrier? (Yes or No) N ON C. L. TRAFFIC-INSTRUCTIONS & EXCEPTIONS			
Has 36 Hour Request been Signed and Filled at Point of Origin? (Yes or No) N			

721 SOUTHERN PACIFIC COMPANY 721			
FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	LENGTH/CAPY OF CAR ORDERED
BALLARD		CA	
SHIPPER		AAR CLASS OF CAR ORDERED	
JUPITER PUMP & COMP.		XM	
TO	STATION	STATE	ROUTE Show in route order
KLAMATH FALLS		OR	SP
CONSIGNEE AND ADDRESS			
MODOC FARM SUPPLY CO.			
NO. PKGS. DESCRIPTION OF ARTICLES			
68 NO. 8 IRRIGATION PUMPS			
WEIGHED		ON C. L. TRAFFIC-INSTRUCTIONS & EXCEPTIONS	
E-Estimated			
R-Railroad Scale			
S-Shipper's Tested Weights			
T-Tariff Classification		SHIPPER LOAD & COUNT - WWIB	

721 SOUTHERN PACIFIC COMPANY 721			
PERISHABLE FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	LENGTH/CAPY OF CAR ORDERED
BALLARD		CA	
SHIPPER		AAR CLASS OF CAR ORDERED	
WESTERN PACKING CO.		RS	
TO	STATION	STATE	ROUTE Show in route order
HOUSTON		TX	OPEN
CONSIGNEE AND ADDRESS			
SP AGENT, FOR RECONSIGNMENT			
RECONSIGNE TO			
NO. PKGS. DESCRIPTION OF ARTICLES			
460 CARTONS BROCCOLI			
PRE-ICE	INITIAL ICE	YES	CPS 2

Three more waybill examples, all filled out with Bell Gothic type. Fig. 7 (left). A livestock waybill, again reduced from the prototype form and with relevant sections thereof. Fig. 8 (center). This SP waybill shows the “Shipper Load & Count” and also notes the WWIB agreement. Fig. 9 (right). An outbound perishable waybill (printed on pink stock per AAR recommendation) specifies initial icing (the first icing after loading) but not pre-icing (icing before loading). Note that the load is expected to be reconsigned before or upon reaching Houston.

area of quantity, “C/L” only means a more or less full car—it is not a billing quantity in most cases. So for example a gondola loaded with steel I-beams may be called a carload, regardless of whether the car is actually full, but the billable aspect is the weight of that cargo.

A full set of prototype tariffs and approved routings would fill a long bookshelf, but those are the foundation for correct entries of prototype waybill information. I’ve chosen to omit tariff item numbers as too arcane, essential as they are to prototype cargo descriptions.

Weights

On the prototype, the great majority of cargoes are billed by weight. The weight can be determined several ways, which I’ll come to in a moment. But it’s important to realize that there are cargoes not billed by actual weight. One is liquids, which are typically billed by gallonage. Another is bulk cargoes like coal or sand, for which the car capacity *can* be used to set the billable weight; still another is any cargo for which a tariff category defines the billed weight (without the need for the car to be weighed).

The waybill contains a section, which I’ve placed at the bottom left of my waybill, to identify how the cargo weight is determined. There are codes to be used: R = railroad scale, S = shipper (tested or certified) scale, T

= tariff classification or minimum, E = estimated. On the prototype, if a shipper’s certified scale is used, the certificate number is usually stamped on the waybill, but that’s another of the many details I omit. Many tariff categories had minimum weights, corresponding to the minimum billed amount for any shipment below or equal to that weight.

We are all familiar with the idea that a loaded car is weighed on a scale, and the light weight of the car subtracted to obtain the net or cargo weight. That can be done on a scale operated by the railroad, or by a shipper, if the shipper’s scale has been inspected and certified. Sometimes the weight is estimated, and in that case, it is expected that an actual weight will be obtained as soon as the car can be placed on a scale.

But many if not most car weights are determined through weight agreements. These are an interesting topic. To illustrate how they work, imagine a shipper of floor wax, which ships its wax in gallon bottles. A carton of six of these weighs, let us say, 32 pounds and obviously will be consistent for every shipment.

The shipper obtains a weight agreement from the regional Weighing and Inspection Bureau or WIB, permitting a count of cartons loaded, times unit weight of the carton, to make up the total cargo weight. This is indicated on the prototype waybill by the presence of the “agreement stamp” of the shipper, which gives the

agreement number. I haven't tried to reproduce such stamps on my waybills (the Illinois Central waybill included here shows such a weight stamp near right center).

Often there will also be a notation to indicate which WIB is involved (WWIB = Western WIB, EWIB = Eastern, SWWIB = Southwestern, etc.), and the load description will often have the notation "shipper load and count," which of course is the basis for the billed weight. I do add this notation to my bills.

The tariff classification is interesting for certain bulk cargoes. For heavy (or dense) cargoes like coal, sand and grain, the billable amount for cars not weighed is ten percent *above* the stenciled weight capacity of the car. For medium-density cargoes, it is the actual stenciled capacity. Thus a hopper of coal can be and usually is loaded as full as possible, with the heap standing above the sides, since it may be billed that way anyway.

The usual waybill notation for such cars, in addition

to quantity noted as C/L, is "loaded to visible capacity," or in shorthand, often "LTVC" or just "viz capy," to confirm that the car is as full as possible.

The railroad always has the option to weigh such a car and see if it is overweight relative to the tariff quantity, and bill accordingly. Many coal shippers simply weighed the cars (or had the railroad weigh them) rather than be billed on the basis of capacity.

The most commonly observed overweight cars are traditionally cars of metal scrap. Certain scrap dealers would overload cars; when this was detected at a railroad scale, the car would be sent back to the dealer to correct the load amount—and the freight bill for the round-trip journey to the scale, as well as a scale charge, would of course be at the expense of that dealer.

Instructions

As on the prototype, this is where any miscellaneous comments or directions are put. I use it for the

Form 29 Rev. 4

PLACE SPECIAL SERVICE PASTERS HERE

50 THE BALTIMORE AND OHIO RAILROAD CO. 50

FREIGHT WAYBILL

TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD

CAR INITIALS AND NUMBER	KIND	WEIGHT IN TONS			ORDERED	FURNISHED	ORDERED	FURNISHED
		GROSS	TARE	NET				
80U 68975								
STOP THIS CAR		C. L. Transferred to or L. C. L. Loading No.			DATE	WAYBILL NO.		
					NOV. 6 1964	3887		
Consignee and Address at STOP								
AL								
AL								
AL								
TO NO.		STATION		STATE OR PROV.		FROM NO.		
		PITTSBURGH PA				195 BRUNSWICK MD		
Route (Show each Junction and Carrier in Route order to destination of waybill)								
B&O MILLVALE PA- PRR								
Show "A" if Agent's Routing or "B" if Shipper's Routing								
RECONSIGN TO STATION STATE OR PROV.								
AUTHORITY								
CONSIGNEE AND ADDRESS								
TERMINAL AGENT B&O								
FINAL DESTINATION AND ADDITIONAL ROUTING								
DEITCH & CO SHARPSBURG PA								
ON C. L. TRAFFIC—INSTRUCTIONS (Regarding Sling, Ventilation, Milling, Weighing, Etc. if Test, Specify to Whom Sling Should be Charged.)								
NTFY LURIA BROS 130 PRESIDENTIAL BLVD								
N.BALA CYNWYD PA- DELY TO TERMNL AGT B&O								
PITTSBURGH PA- S/C 4928- TERMS 30 DAYS								
On C. L. Traffic Transfer Stamps to be Shown in This Space								
PRR DELY								
No. Pags.	Description of Articles, Special Marks and Exceptions	Commodity Code No.	WEIGHT	RATE	FREIGHT	ADVANCES	PREPAID	
	CL CLASS 45 SCRAP		62400	OH MILLVALE PA-	PREPAID BEYOND			
Destination Agent's Freight Bill No.								
Outbound Junction Agent Will Show Junction Stamps in Space and Order Provided. Additional Junction Stamps and all Yard Stamps to be Placed on Back Hereof.								
FIRST JUNCTION	SECOND JUNCTION	THIRD JUNCTION	FOURTH JUNCTION	DESTINATION AGENT WILL STAMP HEREIN STATION NAME AND DATE REPORTED				
				50 THE BALTIMORE AND OHIO RAILROAD COMPANY 50				

Form 40B-CARLOAD FREIGHT WAYBILL-INTERLINE

PLACE SPECIAL SERVICE PASTERS HERE

351-Illinois Central Railroad Company-351

CARLOAD FREIGHT WAYBILL

To be used only for carload shipments to destinations on foreign lines.

CAR INITIALS AND NUMBER	KIND	WEIGHT IN TONS		LENGTH OF CAR	MARKED CAPACITY OF CAR
		Gross	Net		
NRC 16661	R	47	25	22	
STOP THIS CAR		C. L. Transferred to or L. C. L. Loading No.		DATE	WAYBILL NO.
				2-24-66	298975
CONSIGNEE AND ADDRESS AT STOP					
AL					
AL					
AL					
TO NO.		STATION		STATE OR PROV.	
		PITTSBURGH PENNSYLVANIA			
Route (Show each Junction and Carrier in Route order to destination of waybill)					
IC-CHICAGO-FRR					
Show "A" if Agent's Routing or "B" if Shipper's Routing					
RECONSIGN TO STATION STATE OR PROV.					
AUTHORITY					
CONSIGNEE AND ADDRESS					
KRAFT FOODS					
105-26TH STREET					
PLEASE NOTIFY THE AGT FOR THIS CAR					
FINAL DESTINATION AND ADDITIONAL ROUTING					
CHICAGO					
ON C. L. TRAFFIC—INSTRUCTIONS (Regarding Sling, Ventilation, Milling, Weighing, Etc. if Test, Specify to Whom Sling Should be Charged.)					
SHIPPER'S SPECIFIED SERVICE RULE 514					
THIS CAR EQUIPPED WITH L F HEATER NO					
IN SUMMER PILOT LIGHTED THERMOSTAT SET					
AT 50 DEGREES ABOVE ZERO					
PITTSBURGH PA- S/C 4928- TERMS 30 DAYS					
No. Pags.	Description of Articles, Special Marks and Exceptions	Commodity Code No.	WEIGHT	RATE	FREIGHT
	200 BOXES BLEND MARGARINE		6400	56	35 84
	66 BOXES SALAD DRESSING		3850		
	222 BOXES SALAD DRESSING		3850		
	217 BOXES TABLE SAUCES NOIBN		2670		
	54 BOXES SANDWICH SPREAD NOIBN		684	53/5	285 57
	LOADED BY SHIPPER		44824		241 41
	SLC SEALS 8270-00				
	HEATER SERVICE RULE 514				
	4 DAYS AT 2 65				
Destination Agent's Freight Bill No.					
Outbound Junction Agent Will Show Junction Stamps in Space and Order Provided. Additional Junction Stamps and all Yard Stamps to be Placed on Back Hereof.					
FIRST JUNCTION	SECOND JUNCTION	THIRD JUNCTION	FOURTH JUNCTION	DESTINATION AGENT WILL STAMP HEREIN STATION NAME AND DATE REPORTED	
				351-ILLINOIS CENTRAL RAILROAD COMPANY-351	

Fig. 10 (left). An original B&O waybill for a Southern gondola of scrap, routed via Millvale, PA to its Pennsylvania Railroad destination. Fig. 11 (right). Here's another frontier in realistic model paperwork: a waybill after delivery, covered with junction and other stamps, scribbled computations, and various other marks. One might question whether many of us want to go this far to produce "realistic" waybills, but this is certainly reality. Note the WWIB stamp at right center for this load in an NRC reefer. Original bills are 8½ x 11 inches.



721 SOUTHERN PACIFIC COMPANY 721			
FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	LENGTH/ CARTON OF CAR ORDERED
OLEUM		CAL	
SHIPPER			AAR CLASS OF CAR ORDERED
UNION OIL CO			TM
TO	STATION	STATE	ROUTE Show in route order
BALLARD		CAL	SP
CONSIGNEE AND ADDRESS			
UNION OIL DIST			
NO. PKGS. DESCRIPTION OF ARTICLES			
C/L KEROSENE			
WEIGHED E-Estimated R-Railroad Scale S-Shipper's Tested Weights T-Tariff Classification		ON C. L. TRAFFIC-INSTRUCTIONS & EXCEPTIONS	
TANK CAR			
UOCX 8008			
AAR TM		ICC 103	

Fig. 12 An inbound load of kerosene is spotted at the Union Oil dealership in Ballard. Oil companies and their tank cars, appropriate to the region and era modeled, are great scene-setters for any model railroad.

items which on the prototype bill are often in the (very large) space for cargo description, such as the “shipper load and count, EWIB” and similar notations.

Perishable, livestock, and government waybills

The AAR recommended, and most railroads followed the suggestion, that a different waybill for perishables be used. A separate livestock waybill was also used. I have modeled these in the same way as the general freight waybill, by starting from the AAR form and cutting down to model size, trying to retain the vital parts of the prototype forms. My *Railroad Model Craftsman* article showed color examples of the perishable form. Accompanying this article are examples of model versions of both perishable and livestock forms.

The U.S. government considered many purchased items to be its property at the point of sale, and therefore arranged to move the items on a government waybill (in many parts of the country, at reduced or free freight rates). In the way of governments, the form used conforms only partly to the AAR standard, but fortunately for us, the parts modelers use largely do conform.

The best reference for the standard AAR forms (and there are many, many more than I’ve mentioned) as well as the U.S. government form, is the AAR’s own book, *Railway Accounting Rules*, issued every several years. It is readily available on-line at reasonable prices from used book dealers.

Empty cars

As I explained in my *RMC* article, most prototype railroads moved empty cars with a special Empty Car

Bill, not a freight waybill, so for modeling this Bill needs to be a different document. The primary exception was privately owned tank cars, which *were* returned empty on freight waybills.

Appearance

As is evident upon examining batches of prototype waybills, they were always filled out using capital letters only. Some billing typewriters, in fact, only were capable of capitals. Moreover, these typewriters had different styles of type, from Teletype-like type to a variety of other commercial typewriter faces, usually of the fixed-character-width (monospace) variety. Abbreviations and acronyms are common and often not dignified with periods.

Naturally, some of the typewriters used had uneven, worn or dirty type and this shows up in many prototype waybills. In an effort to capture both the variety of typefaces and the less-than-pristine quality of many, I’ve experimented with a variety of digital typefaces, which are readily available on line (many for free, at sites such as fontspace.com).

One face which resembles that used on the SP bills I’ve seen is Bell Gothic. There is a “Teletype” face available, though it is terribly pristine compared to working examples from actual teletypes; another credible one is American Typewriter. There are plenty of “dirty” versions of typewriter faces out there. One I’ve found to have a realistic but readable look is called “Mom’s Typewriter,” which is available free at fontspace.com.

Each originating railroad naturally used its own type style for the road name at the top of the bill. I’ve

208 - DETROIT, TOLEDO AND IRONTON RAILROAD COMPANY - 208			
FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
CAR INITIAL	CAR NUMBER		
ERIE	82538		
FROM	STATION	STATE	LENGTH/ CAPY OF CAR ORDERED
TOLEDO		OH	
SHIPPER		AAR CLASS OF CAR ORDERED	
OHIO BOLT & SHAFT		XM	
TO	STATION	STATE	ROUTE Show each Carrier in route order
BALLARD		CA	DTI-NYC- RI-UP-SP
CONSIGNEE AND ADDRESS			
JUPITER PUMP & COMPRESSOR			
NO. PKGS. DESCRIPTION OF ARTICLES			
64 CARTONS BOLTS, PINS, SHAFTS			
WEIGHED	R	ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Etc.)	
R-Railroad Scale. S-Shipper's Tested Weights. E-Estimated		SHIPPER WEIGH LOAD & COUNT	

721 SOUTHERN PACIFIC COMPANY 721			
FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
CAR INITIAL	CAR NUMBER		
FROM	STATION	STATE	LENGTH/ CAPY OF CAR ORDERED
SHIPPER	AAR CLASS OF CAR ORDERED		
TO	STATION	STATE	WEIGHED*
CONSIGNEE AND ADDRESS			
NO. PKGS. DESCRIPTION OF ARTICLES			
ON C. L. TRAFFIC-INSTRUCTIONS & EXCEPTIONS			

238 - ELGIN, JOLIET & EASTERN RAILWAY COMPANY - 238			
FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	LENGTH/ CAPY OF CAR ORDERED
CHICAGO		ILL	
SHIPPER		AAR CLASS OF CAR ORDERED	
SOUTH CHICAGO HYDRAULIC		XM	
TO	STATION	STATE	ROUTE Show in route order
BALLARD		CAL	EJ&E-CNW- UP-SP
CONSIGNEE AND ADDRESS			
CALIF. AIRFRAME PARTS			
NO. PKGS. DESCRIPTION OF ARTICLES			
11,200 LBS. AIRCRAFT HYDRAUL. ASSYS.			
WEIGHED	R	ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Etc.) & EXCEPTIONS	
E-Estimated R-Railroad Scale S-Shipper's Tested Weights T-Tariff Classification			

Here are some experimental waybills, full size. Fig. 13 (top left) A waybill with space for car initial and number to be present on the car sleeve, positioned to fit the waybill location. (The initial and number shown are on the sleeve, not on the waybill.) This proved fussy to do, as placement of sleeve labels, and cutting of waybill cards, had to be quite precise. Fig. 14 (top center) A waybill optimized for pre-printing of car initial and number, with some spaces expanded and rearranged. Note additional space to show car routing. Fig. 15 (top right) Waybill changed in size and shape to fit mini-bill car cards.

tried to collect prototype waybills, freight bills, and related paperwork to obtain examples of these styles for use on my own waybills. Some examples may be seen in the accompanying model waybills.

In addition, railroads used their AAR number codes before and, usually, after their name at the top of the bill. A complete list of these codes is presented in the AAR book, *Railway Accounting Rules*. I also gave a partial list in my *Railroad Model Craftsman* article.

Alternative versions of model waybills

The waybill I use is sized to fit the baseball card collectors' clear plastic sleeves. But many who have already invested in the "mini" waybill and car card system would like a waybill to fit that format. This is readily accomplished by simply shrinking the waybill I use to fit. (It could also be redesigned, though I haven't worked on that problem since I don't have that need.)

Another possibility is to place the car initial and number on the clear sleeve at the right location so that a waybill inside the sleeve will line up with these features at the top of the waybill. This, however, requires both precise sizing of waybills, and very precise placement of car labels on the clear sleeves. After experimenting

with this approach, I found it too fussy for convenience.

Over the years, some have expressed interest in making, or being able to generate, waybills that contain the car initial and number (this would be a very prototypical process!) thus obviating the need for car cards or sleeves at all. This would certainly be a step in the prototype direction, and can readily be accomplished for cars that have limited possible load cycles.

Such cars include tank cars in private ownership, which often cycle repeatedly on the same routing and with the same cargo; private-owner reefers in specialized service, such as meat cars; auto parts cars in pools or assigned service; and any other private or railroad owned cars which have assigned service. The same waybill (and Empty Car Bill) can be used over and over for such cars.

But for free-running cars like box cars, most gondolas and many flat cars, this does *not* work. A very wide variety of car initials and numbers could carry the cargoes appropriate to them, and this requires an unmanageable quantity of "ready-made" or pre-existing waybills.

A solution might be to devise a way to generate waybills for each operating session, drawing waybills



Fig. 16 (above) This empty tank car, CDLX 1068, is being returned to its lessee on a freight waybill, with the previous cargo noted as L/C (last contained). All waybills accompanying photos are reduced to fit page size.

721 SOUTHERN PACIFIC COMPANY 721			
FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	LENGTH/ CAPY OF CAR ORDERED
BALLARD		CA	
SHIPPER			AAR CLASS OF CAR ORDERED
CALIF. DIV. HIGHWAYS			TMI
TO	STATION	STATE	ROUTE Show in route order
SANTA MARIA		CA	SP
CONSIGNEE AND ADDRESS			
WESTERN ASPHALT CO.			
NO. PKGS. DESCRIPTION OF ARTICLES			
L/C ROAD ASPHALT			
WEIGHED E-Estimated R-Railroad Scale S-Shipper's Tested Weights T-Tariff Classification	T	ON C. L. TRAFFIC-INSTRUCTIONS & EXCEPTIONS RECORD RIGHTS, REVERSE ROUTE	
TANK CAR CDLX 1068 Western Asphalt AAR TMI ICC 104			

Fig. 17 (below) This car has been loaded with avionics at Nocturnal Aviation and is ready for pickup.



721 SOUTHERN PACIFIC COMPANY 721			
FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	LENGTH/ CAPY OF CAR ORDERED
BALLARD		CA	
SHIPPER			AAR CLASS OF CAR ORDERED
NOCTURNAL AVIATION			XM
TO	STATION	STATE	ROUTE Show in route order
WICHITA		KS	SP-UP
CONSIGNEE AND ADDRESS			
CESSNA AIRCRAFT COMPANY			
NO. PKGS. DESCRIPTION OF ARTICLES			
220 CARTONS ELECTRONIC ASSEMBLIES			
WEIGHED E-Estimated R-Railroad Scale S-Shipper's Tested Weights T-Tariff Classification	T	ON C. L. TRAFFIC-INSTRUCTIONS & EXCEPTIONS SHIPPER LOAD & COUNT	
BOX CAR SP 27300 AAR XM			

via random numbers in a spreadsheet application like Excel, or in a database, then applying car initials and numbers available for cars in staging. I've experimented a bit with this approach, and found that it can work. My own layout size is not sufficient to require such measures, but for large layouts or clubs, this might be a viable approach.

Acknowledgements

I have to thank two experienced railroaders whose knowledge of freight operations and paperwork was of great help to me, Jerry Stewart and Paul Koehler. But any errors which remain in this article are my responsibility, not theirs.

Suggestions for further reading

- E.W. Coughlin, *Freight Car Distribution and Handling in the United States*, Car Service Division, Association of American Railroads, Washington, 1956.
- John A. Droege, *Freight Terminals and Trains* (2nd Edition), McGraw-Hill, New York, 1925. [NMRA reprint, 1998]
- Railway Accounting Rules*, Accounting Division, Association of American Railroads, Washington, 1950. [numerous editions exist; this one suits my era]
- Lawrence W. Sagle, *Freight Cars Rolling*, Simmons-Boardman, New York, 1960.
- Uniform Freight Classification*, Uniform Classification Committee, Chicago, numerous editions.



351-Illinois Central Railroad Company-351			
PERISHABLE FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	LENGTH/ CAPY OF CAR ORDERED
DUBUQUE		IA	
SHIPPER			AAR CLASS OF CAR ORDERED
DUBUQUE PACKING CO			RSM
TO	STATION	STATE	ROUTE Show in route order
BALLARD		CA	IC-UP- SP
CONSIGNEE AND ADDRESS			
PEERLESS FOODS, SPOT 2			
RECONSIGNEE TO			
NO. PKGS.		DESCRIPTION OF ARTICLES	
		16,450 LBS. PKG. HSE. PROD.	
PRE-ICE	NO	INITIAL ICE	YES
		CPS	2
REFRIGERATOR			
URTX 63193			
AAR RSM Dubuque Packing			

Fig. 18 (above) This load of packing house products is spotted at Peerless Foods for unloading, at Door 2 per the instructions on the waybill. Note CPS Section 2 notation.

Fig. 19 (below). A loaded covered hopper of cement is on route to Ballard for delivery to the California Division of Highways district yard. (CDH was a predecessor of today's CalTrans agency.)



721 SOUTHERN PACIFIC COMPANY 721			
FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
FROM	STATION	STATE	LENGTH/ CAPY OF CAR ORDERED
COLTON		CA	70T
SHIPPER			AAR CLASS OF CAR ORDERED
COLTON CEMENT CO.			LO
TO	STATION	STATE	ROUTE Show in route order
BALLARD		CA	SP
CONSIGNEE AND ADDRESS			
CALIF. DIV. HIGHWAYS			
NO. PKGS.		DESCRIPTION OF ARTICLES	
		C/L CEMENT	
WEIGHED E-Estimated R-Railroad Scale S-Shipper's Tested Weights T-Tariff Classification		ON C. L. TRAFFIC-INSTRUCTIONS & EXCEPTIONS	
COVERED HOPPER			
SP 165079			
AAR LO			

Freight Car Handling and Distribution

by Anthony Thompson

Freight trains of loaded and empty cars, freight yards with a variety of cars among the yard tracks, local freight switching at industries, and freight cars standing at loading or unloading spots: all these are familiar images to railfans and modelers. Much has been written about train makeup and blocking, cars needed by particular industries, and about paperwork such as waybills—I've been guilty of the latter myself (see "Further Reading," below). But how does it all get started? How does a shipper get the car he wants? Who does all the paperwork, and how is it handled? This article is a brief summary of those features.

For many shippers and receivers who use freight cars, the contact with the railroad is the local agent. He is the one they call to request an empty car; he is the one who makes up the original waybill and initiates the billing process for the shipment; and he is the one they call when the car is loaded and ready to go. Likewise, the agent gets a call when a delivered load has been removed from a car and the empty car is ready for pickup. For priority loads, the agent may notify the receiver (or consignee) when the car is about to be delivered.

In a larger town or city, this role is played by a car distributor or car clerk at the nearest yard, or

a freight agent at a freight house. There would be many more shipper requests than could be handled by an agent and a clerk or two, and a car distributor at a sizeable yard may have a whole force of clerks to handle all the work. Moreover, paperwork may well be prepared by a separate clerical force in the yard office. But the basic process is the same.

When a shipper calls for an empty car, the agent will need to know its destination. This will be part of the request forwarded to the appropriate yard for fulfillment, so that Car Service Rules can be obeyed if possible. This is not the place to examine those Rules in detail, but the majority of car requests were filled according to requirements of the Rules. (A compact summary of the Rules is included in this article, taken from Coughlin's book—see "Further Reading.") A sidebar on the Rules is also appended (next page) to expand on Coughlin's graphic.

For example, a shipper may need a tight-bottom (mill) gondola, 48 feet long, destined to St. Louis.

Obviously the gondola supplied for this request has to be no less than 48 feet, but tariff rates depend to some extent on car size, so in this example, furnishing a 65-foot car (and its higher tariff rate) would not be acceptable to the shipper unless he can pay the rate only for the car he actually needs. The waybill would note something like "railroad convenience" so that others viewing the waybill will know why the freight charges are for a different size car than the one supplied. The same considerations

J-600M Form 151

SOUTHERN PACIFIC COMPANY

EMPTY CAR BILL

Classification
Kind AAR Class XM

FOR HOME

Billed from

To or Via R. R.

FOR LOADING

Billed from WEST OAKLAND, CA

To AGENT, BALLARD, CA

INSTRUCTIONS—This form must accompany all empty foreign cars and must be used in billing private line cars under General Order Ten.

BOX CAR
SP 101245
AAR XM



This empty SP box car was requested by an industry at Ballard, California for loading. It is about to be switched to the loading spot upon direction from the agent. Empty Car Bills were often yellow, as is this SP one.



626-THE PITTSBURGH & LAKE ERIE RAILROAD COMPANY-626					
FREIGHT WAYBILL					
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD					
TO	STATION	STATE	FROM	STATION	STATE
	BALLARD	CA		PITTSBURGH	PA
CONSIGNEE AND ADDRESS			SHIPPER		
JUPITER PUMP & COMPRESSOR			J&L STEEL SOUTH SIDE WORKS		
ROUTE Show in route order			AAR CLASS OF CAR ORDERED		
P&LE-YNGS-NYC-BI-RI-CO BL-UP-OG-SP			GB		
			LENGTH/CAPY OF CAR ORDERED		
			42		
			WEIGHED S		
			S-Shipper's Tested Weights		
			R-Railroad Scale T-Tariff Classification		
ON C.L. TRAFFIC - INSTRUCTIONS (Regarding Icing, Ventilation, Etc.) & EXCEPTIONS					
NO. PKGS.		DESCRIPTION OF ARTICLES			
C/L		STEEL SHEET			
GONDOLA					
NYC 707698					
AAR GB		IL 46'			

(Above) This load of steel sheet is en route to its destination in a 46-foot gondola. Car length ordered is 42 or more feet long, so this car meets that requirement. Routing includes interchanges; the abbreviations are: P&LE—Youngstown—NYC—Blue Island—RI—Council Bluffs—UP—Ogden—SP. Transfer runs, such as Indiana Harbor Belt delivering cars from the NYC yard to the Rock Island's separate yard, are not usually included in these routings, and would be at the discretion of Chicago-area yardmasters.

would apply for larger or differently equipped box cars or any other car type, when the car request is effectively filled with “more car than is needed.”

Whether the needed car is on hand at the supplying yard, or has to be requested from elsewhere, it will be handled with an Empty Car Bill and directed from its location to the agent in the shipper's town (Empty Car Bills are described in my *RMC* article). Sometimes the specific industry is identified on this Bill, but usually the agent is expected to direct the switching crew as to the car's destination.

The shipper fills out a railroad form, the bill of lading (similar to but different from the waybill), with all particulars of the shipment, and provides it to the agent or car distributor. The bill of lading serves as the contract between shipper and railroad for movement of the load. Once the agent knows the empty car initial and number, the waybill can be prepared for the outgoing load, awaiting only the scale weight if that will be the basis for charges.

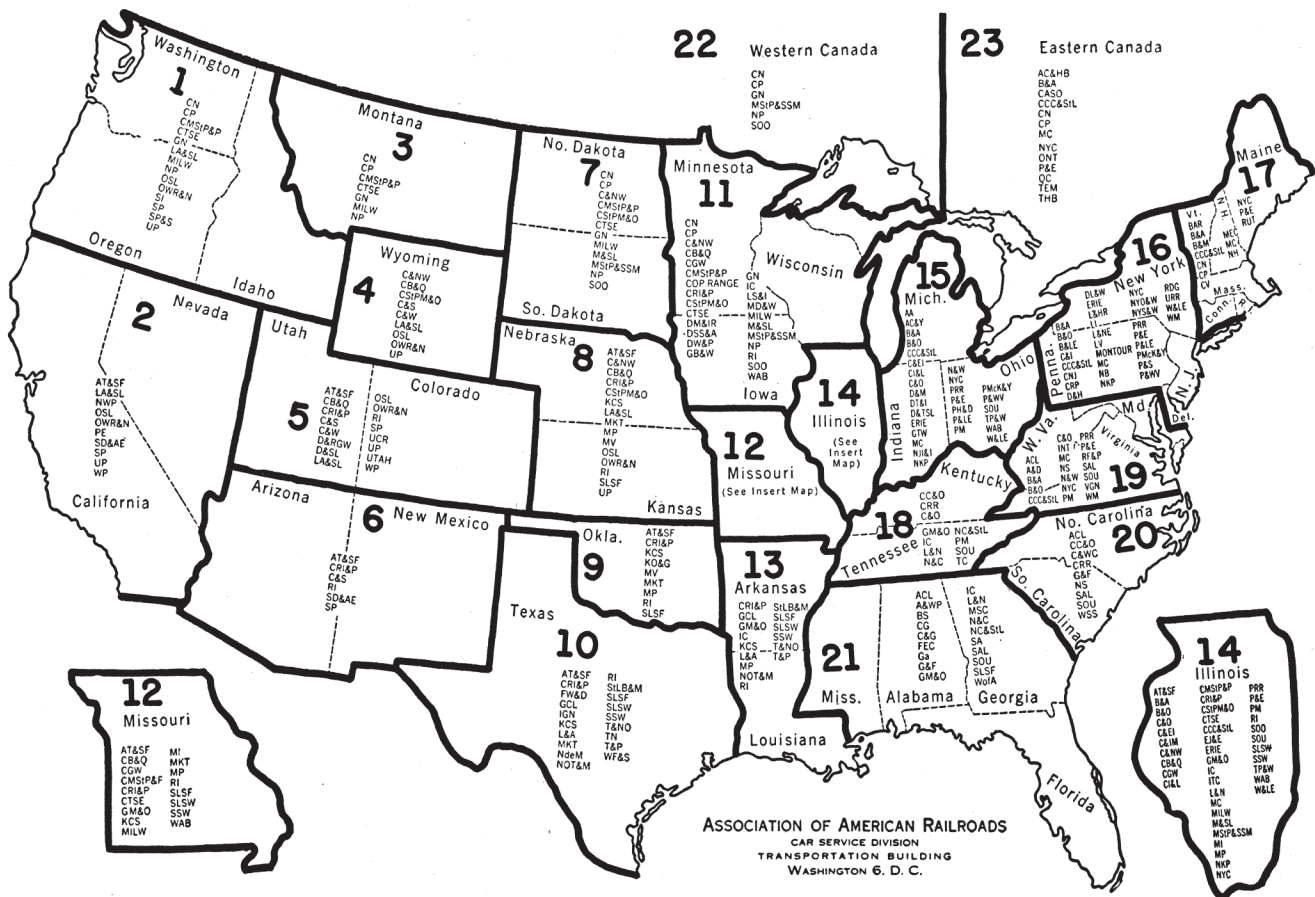
Under the common circumstance of a weight agreement being in force for the cargo being loaded, it only requires a count of the cartons, barrels, crates, or other containers, since their unit weight is provided in the agreement. (Weight agreements are described in more detail in my article in the April

2010 *Dispatcher's Office*.) The agent computes the freight charges and adds those to the waybill.

A copy of the waybill then travels with the load. The normal arrangement was for the waybills to be in the custody of each conductor along the route, who used them for his wheel report and any other documentation, usually prepared in the caboose. At

A Note on Car Service Rules

The attached graphic and rules summary by E.W. Coughlin is largely self-explanatory, and many modelers have become aware of the implications of these Rules for the empties which are loaded on *their* layout. But modelers often fail to realize how the Rules affect incoming loads. A yard clerk on the Southern in Atlanta, for example, does *not* choose “just any local car” (other than Southern) to load; on the contrary, unneeded empties of that kind would go home on direct connections. Instead, that clerk tries to use empties from the region of *your* railroad, since those are the first choices under the Rules. Of course cars from the region of origin will be used if none others are convenient, but these are *exceptions* to the Rules and should be modeled in that light.



LOAD CARS AS FOLLOWS (In order of preference)

- 1—Do not load a car off home line if suitable foreign car of proper ownership is available or can reasonably be obtained.
- 2—Load foreign cars via owner roads, whenever possible, including points reached by owner and points beyond. Foreign cars at a junction point with owner should be loaded via owner's rails.
- 3—Load foreign cars to a Home District (as defined herein) even when not possible to route via owning line.
- 4—Load foreign cars to a District intermediate between loading point and a Home District so that cars will be advanced as directly as possible toward the owning roads.
- 5—Load foreign cars to a District beyond or adjoining a Home District; but, generally, this should not be farther than a District next adjacent thereto, except that when routing provides for a movement of a car over owner's rails there would be no restriction as to destination.
- 6—Between suitable cars available for loading, give preference to cars most distant at loading point from the owner.

Do Not Load High Class Box Cars With Commodities That Will Damage or Taint the Interior.

Observance of the above principles in selecting empty cars for loading will greatly contribute to more efficient car utilization and better car supply by preventing unnecessary empty mileage. The use of a foreign car for loading to home territory instead of loading a local car away from home is most important, since this will often prevent the movement of cars empty in both directions. Fulllest possible advance notice by shippers in the form of written car orders, specifying routing and destination, will greatly aid the railroads in furnishing prompt and satisfactory car supply to shippers.

DEFINITIONS: Home Car—A car on the road to which it belongs. Foreign Car—A car on a road to which it does not belong.

—from Coughlin, *Freight Car Distribution and Handling in the United States*

each switching location along the route, the waybills would visit the yard office for inspection and recording.

The waybill is stamped with a junction stamp at each point where one railroad hands off the car to the next carrier, and an interchange report is prepared, documenting the end of one road's per diem responsibility and the start of another. A report also goes to the car owner to document car location.

In the last step before delivery, the local switching crew would take the waybill to the local agent for the particular receiver's location. Sometimes the waybill had been sent by U.S. mail to that agent in advance of the arrival of the shipment.

Incidentally, most railroads provided "bill boxes" on the exterior of depots or freight sheds so that

paperwork could be picked up or dropped off by conductors when an agent was not on duty. These were usually locked with a switch padlock. For modelers, such a box can be a solution to the problem of needing agents on duty at all towns in which switching occurs.

The agent would mark the delivery time and forward a copy of the waybill to the office which handles freight billing. Sometime the agent may collect COD freight charges, depending on the arrangement between shipper and receiver, but usually the waybill goes to a railroad office where experts on freight rates check and correct the bill; a lot of waybills just moved with an estimated freight charge on them.

At the time of delivery, the grace period begins



721 SOUTHERN PACIFIC COMPANY 721			
FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
TO STATION	STATE	FROM STATION	STATE
BALLARD	CA	MEDFORD	OR
CONSIGNEE AND ADDRESS		SHIPPER	
SOUTH COUNTY LUMBER, TM. TK.		ROGUE RIVER LUMBER	
ROUTE Show in route order		AAR CLASS OF CAR ORDERED XM	
SP		LENGTH/COPY OF CAR ORDERED 50	
		WEIGHED R S-Shipper's Tested Weights	
		E-Estimated R-Railroad Scale T-Tariff Classification	
ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Etc.) & EXCEPTIONS			
NO. PKGS.		DESCRIPTION OF ARTICLES	
		C/L MILLED LUMBER, MIXED	
AUTOMOBILE CAR			
SP 64996			
AAR XM		IL 50'6"	

(Above) Though classed as an automobile car by AAR, this double-door box car is in general service, and is seen here about to arrive at Shumala, on its way to the Ballard team track with a load of lumber. Finished lumber was usually shipped in box cars, while flat cars normally carried rough lumber.

(Below) This inbound load of fruit box labels from Portland, Oregon has just been spotted at Coastal Citrus.

728 - Spokane, Portland & Seattle Ry. Co. - 728			
FREIGHT WAYBILL			
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD			
TO STATION	STATE	FROM STATION	STATE
SANTA ROSALIA CA		PORTLAND	OR
CONSIGNEE AND ADDRESS		SHIPPER	
COASTAL CITRUS ASSOCIATION		MULTNOMAH LITHO CO.	
ROUTE Show in route order		AAR CLASS OF CAR ORDERED XM	
SP&S-PORT-SP		LENGTH/COPY OF CAR ORDERED	
		WEIGHED T S-Shipper's Tested Weights	
		E-Estimated R-Railroad Scale T-Tariff Classification	
ON C. L. TRAFFIC-INSTRUCTIONS (Regarding Icing, Ventilation, Etc.) & EXCEPTIONS			
NO. PKGS.		SHIPPER LOAD & COUNT-WWIB	
		DESCRIPTION OF ARTICLES	
		525 CTNS LEMON BOX LABELS	
BOX CAR			
T&NO 53489			
AAR XM			



in which no demurrage or “rent” is charged to the receiver for the use of the car, usually 48 hours (depending on railroad-shipper agreement). At the end of that time, an additional charge begins to be levied. The car receiver thus is anxious to unload the car, and his phone call or other notification to the agent, that the empty car is ready for pickup, terminates his responsibility for potential demurrage, regardless of when the railroad physically picks up the car.

The empty will now return to the nearest yard, unless that local agent has already arranged to confiscate it for loading at another shipper. It will move on the reverse of the route it followed when loaded (if not confiscated along the way), so that the roads which benefited from the freight charges on the load will equally share the cost of returning the empty.

It should also be mentioned that when an empty car is spotted for loading, the same demurrage process takes place: a free period such as 24 hours is followed by a daily charge for the car, until the agent is notified that it is ready to be picked up.

Example

To illustrate the above description, I’ll follow a single car through the process. Let’s imagine a shipper in Houston, Texas, who manufactures wire rope. He requests a box car to be delivered to his siding on the Texas & New Orleans, for a shipment to a marine supply house in Seattle, Washington.

The car distributor at Englewood Yard in Houston has a Burlington box car available which is suitable (Seattle is in an adjoining District to a CB&Q Home District), and the car is routed to the shipper with an Empty Car Bill. Upon loading, the waybill is prepared, the car is picked up, and starts on its way.

At El Paso, the car is handed off to Southern Pacific, and the junction report ends the per diem charges to T&NO and starts those to SP; and CB&Q is notified of the place and time of interchange.

The shipper has specified the routing via Oakland, California to Western Pacific, and up the Inland Gateway to Bieber, California and the Great Northern. Accordingly the SP interchanges the car to WP at Oakland, and again the junction report, and interchange report to CB&Q, document the event.

(Right) This waybill might be the one accompanying the CB&Q box car described in the text example. Routing shown is that described in the text, with interchange junction points abbreviated.

759 TEXAS & NEW ORLEANS RAILROAD COMPANY 759					
FREIGHT WAYBILL					
TO BE USED FOR SINGLE CONSIGNMENTS, CARLOAD AND LESS CARLOAD					
TO STATION	STATE	FROM STATION	STATE		
SEATTLE	WASH	HOUSTON	TEX		
CONSIGNEE AND ADDRESS			SHIPPER		
ELLIOT BAY MARINE SUPPLY			GULF ROPE & CABLE		
ROUTE Show in route order			AAR CLASS OF CAR ORDERED		
T&NO-ELP-SP-OAK- WP-BBR-GN-BEND- SP&S-VAN-GN			XM		
			LENGTH/CAPY OF CAR ORDERED		
			WEIGHED		
			E-Estimated S-Shipper's Tested Weights R-Railroad Scale T-Tariff Classification		
ON C.L. TRAFFIC - INSTRUCTIONS (Regarding icing, Ventilation, Etc.)					
& EXCEPTIONS SHIPPER LOAD & COUNT					
NO. PKGS. DESCRIPTION OF ARTICLES					
14 REELS WIRE ROPE, VARIOUS SIZES					
BOX CAR CB&Q 130258 AAR XM					

At Bieber, the process is repeated; then the GN exchanges the car to the Spokane, Portland and Seattle in Bend, Oregon, and receives it back at Vancouver, Washington, and finally the GN delivers the car in Seattle. The GN’s freight agent in Seattle handles the waybill upon delivery of the load.

The documentation of all the interchange points readily permits returning empties to be verified as having previously moved through that point. Another source of that information is the “jumbo” or car ledger at each interchange point, a book in which every interchanged car is recorded for possible future reference. If the empty was not in fact interchanged at that point when received under load, the receiving railroad of the empty is entitled to refuse to accept the car, since it didn’t benefit from the loaded journey of the car.

The model waybill shown encapsulates the interchange points for this shipment, abbreviated as was common with often-used junctions.

Model Operations

So what do we learn from this information that can help in modeling waybill operations? First, the central role of the agent is evident, and layout operating jobs such as agent-operator make sense in many situations. If operators are too busy or not well located to carry out agent duties, simply providing a “bill box” for each town or large industry can work well.

Most layouts are not complex enough to feature

multiple interchanges with the same neighbor railroad, but if those are present, waybill information about arriving-car interchange points can be used to route unconfiscated empties back through that interchange.

It has long been the practice in some car-card systems to provide a “hold” period, during which a spotted car remains on an industrial siding, in effect for multiple operating sessions. This is prototypical for some but not all industries. This practice needs to be refined so that industries which would ordinarily load cargo rapidly, such as packing houses, do not experience hold periods. Other industries should not ordinarily have hold times exceeding free time under the demurrage rules.

Waybill Appearance

The waybills shown in this article are modified from the ones shown in my two previous articles (cited below). The prototype’s characteristic vertical division between shipper and consignee information has been adopted, and more space for routing information, particularly junction points, has been gained. My previous article in *The Dispatcher’s Office* provides information about the type faces used to fill out the waybills, and about achievement of prototype railroad appearance and code numbers.

The waybills for this article are accompanied by model photos of the cars identified on the car sleeves, to illustrate a few of the points made in this article. After spending some time operating with this new waybill design, I’m convinced it’s an improvement over my original version.

To Learn More

This entire waybill process is described and discussed in far more detail than is practical here, in a book published by the AAR and written by a long-time employee of its Car Service Division, E.W. Coughlin (see “Further Reading,” below). That book also contains a fine description of implementing Car Service Rules, including a summary of a training course used by one railroad to acquaint clerks and agents with the finer points of those Rules. I believe most modelers interested in operation would benefit from at least a cursory examination of that material.

Also listed below are a number of references which explain and expand upon some of the background for this article. I found them useful as sources of prototype information.

Acknowledgements

I have to thank two experienced railroaders whose knowledge of freight operations, people, and paperwork was of great help to me, Jerry Stewart and Paul Koehler. But any errors which remain in this article are my responsibility, not theirs.

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