

# Freight Invoice Reconciliation Checklist

Match every carrier invoice to the rate con before you pay.

- 1. Match the documents**  
Pull the signed rate confirmation and the carrier invoice for the same load, side by side.
- 2. Verify the linehaul rate**  
Confirm the billed linehaul matches the rate con exactly before checking anything else.
- 3. Recalculate the fuel surcharge**  
Check that FSC uses the agreed formula or percentage and is applied only to the linehaul.
- 4. Back every accessorial**  
Require documentation for detention, lumper, layover, and TONU. No paperwork, no payment.
- 5. Confirm detention**  
Compare appointment vs. actual check-in/check-out times, free time elapsed, and the hourly rate.
- 6. Cross-check the BOL and POD**  
Verify weight, pieces, delivery date/time, signatures, and any noted exceptions or OS&D.
- 7. Reconcile, then dispute or approve**  
Total the approved line items, flag the variance, and dispute within 48 hours — before the payment runs.

---

## Stop catching overbills by hand.

Laneproof cross-checks every invoice against your rate con, BOL, and POD — automatically.

Run a free margin-leak audit at [laneproof.com](https://laneproof.com)