

Create a hauling requirement

Office dispatchers | Quick reference guide

The screenshot shows a web form titled "New hauling requirement". It contains several input fields and buttons. The fields are organized into three columns. The first column has "Date" (10/26/2026), "Pickup location" (Choose location), "Pickup time (whole hour, optional)" (--:-- --), and "Scheduling Instructions & hauling notes" (Start at 7 AM; stagger trucks 30 minutes apart.). The second column has "Company timezone" (America/Phoenix), "Delivery location" (Choose location), "Estimated head per truck (optional)" (empty), and a note: "Each truck receives its own identifiable slot. Estimates stay separate from actual pickup and delivered counts." The third column has "Trucks needed" (1), "Cattle type" (Heifers), and "Reference numbers" (empty). At the bottom, there are two buttons: "Create requirement & truck slots" (green) and "Close" (white). Below the buttons is a date range selector showing "Oct 26, 2026 - Nov 1, 2026" and a "Today" button. On the far right, there are tabs for "Day" and "Week".

Actual HerdHaul screen. Training records, where shown, are fictional.

1. Add a requirement

Open Schedule & Allocation and choose + Add requirement.

2. Enter the hauling details

Choose date, trucks needed, pickup, delivery, and cattle type. Add time, estimated head per truck, reference, and instructions as needed.

3. Create the truck slots

Click Create requirement & truck slots. Each requested truck receives its own identifiable slot.

Good to know

Truck counts and estimated head counts are different quantities.

Need help? support@herdhaul.com

Do not email passwords, private driver links, or BOL files.