



Unit 1, 12-14 Mangrove Lane, Taren Point NSW 2229  
 Tel: 9531 8826 Fax: 9531 8827  
 ABN: 91 118 102 186

**SHIPPER'S LETTER OF INSTRUCTION**

<b>SHIPPER'S NAME &amp; ADDRESS</b>		<b>MODE OF SHIPMENT ?</b>			
ABN NO: SHIPPERS REF:		AIR <input type="checkbox"/> SEA <input type="checkbox"/>			
		<b>IF SPECIFIC ARRIVAL / DELIVERY DATE IS REQUIRED</b> PLEASE ADVISE HERE:-			
		<b>WHO IS PAYING ?</b>			
		SHIPPER <input type="checkbox"/> CONSIGNEE <input type="checkbox"/>			
		ORIGIN CHARGES <input type="checkbox"/> <input type="checkbox"/>			
		FREIGHT CHARGES <input type="checkbox"/> <input type="checkbox"/>			
<b>CONSIGNEE'S NAME / ADDRESS / TEL # / CTC</b>		<b>DO YOU REQUIRE ANY OF THE FOLLOWING ?</b>			
CONSIGNEE'S REF:		DOOR TO DOOR DDP <input type="checkbox"/> DELIVERED DUTIES PAID			
		DDU <input type="checkbox"/> DELIVERED DUTIES UNPAID			
		INSURANCE <input type="checkbox"/>			
		DRAWBACK DUTY <input type="checkbox"/>			
		PICK UP <input type="checkbox"/>			
		EXPRESS RELEASE (SEA ONLY) <input type="checkbox"/>			
<b>NOTIFY PARTY / SPECIAL INSTRUCTIONS</b>		<b>ARE YOUR GOODS HAZARDOUS ?</b>			
		YES <input type="checkbox"/> NO <input type="checkbox"/>			
		** IF YES, PLEASE SEND US A COMPLETED AMSA250 FOR SEA OR A SHIPPERS DECLARATION FOR AIR **			
		<b>FOR SHIPMENTS VIA SEA:-</b>			
		DOES YOUR SHIPMENT OR ITS PACKAGING CONTAIN WOOD AND / OR PLANT MATERIAL ' YES <input type="checkbox"/> NO <input type="checkbox"/>			
<b>AIRPORT / PORT OF LOADING</b>		<b>AIRPORT / PORT OF DISCHARGE</b>		<b>VESSEL / VOYAGE</b>	
MARKS & NO'S	NO. & KIND OF PACKAGES	DESCRIPTION OF GOODS	DIMS	GROSS WGT	TOTAL CBM
<b>CONTAINER NUMBER:</b>		<b>SEAL NUMBER:</b>			
<b>PLEASE FAX / SCAN COM.INV &amp; P.LIST</b>		<b>F.O.B. VALUE:</b>			
<p>We hereby certify that the particulars on the face hereof are correct and you are hereby authorised as our Agent to arrange despatch of the consignment as described hereon from point of origin and to prepare and sign your Air Waybill / Bill of Lading on our behalf in accordance with your Standard trading Terms &amp; Conditions.</p> <p>AND THAT INSOFAR AS any part of this consignment contains hazardous goods, such part is properly described by name and is in proper condition for carriage by air according to the International Air transport Association Dangerous Goods Regulations.</p>					
<b>SIGNATURE:</b>			<b>DATE:</b>		

*All business transacted is subject to the Company's Standard Trading Conditions, and which, in certain circumstances, exclude the Company's liability and include certain indemnities which benefit the company.*