

SHIPPER'S LETTER OF INSTRUCTIONS

Exporter Company: Address: Telephone:				Air Way/BL Bill No: Exporters Reference No: Buyers Reference No: Buyer (if not Consignee)
Consignee Company: Address: Telephone:				Insurance Required: Country of Origin of goods: Are Goods of Hazardous Nature :
Port of Loading Date of Departure Port of discharge Final Destination No of Pieces				Duty Drawback Required: SEA
Description of Goods		Gross Weight	Cubic Measurement	
		VGM - verified Gross Mass. ONLY for Sea Freight		
		<p>The Shipper acknowledges that all Business transacted is subject to the Company's Standard Trading Conditions of Contract, a copy of which is available upon request and which, in certain circumstances exclude the Company's liability and include certain indemnities which benefit the Company</p>		
SHIPPING TERMS:		Declared value for Customs (Indicate currency) indicate currency AUD\$		

Meanings:

EXW - Ex- Works (Freight Collect)
 FCA - Free Alongside Carrier (Freight Collect - Cartage Prepaid)
 FOB - Freight On Board (Freight Collect - Cartage and Locals Prepaid)
 CFR -Cost and Freight (Freight to Destination Port , Origin Locals and Cartage Prepaid)
 DDU - Door to Door Duty Unpaid (Freight Prepaid to Consignee's door, Duty Collect)
 DDP - Door to Door Duty Paid (Freight Prepaid to Consignee's door, Duty Prepaid)

MERCHANT'S RESPONSIBILITY

If a national law has a penalty clause against container of which VGM has not been provided in time, the shipper may be penalized.
 When a container is not loaded onboard the ship due to the lack of VGM, the additional cost may be passed on to the customer. (FCL ONLY)

Special Instructions	
Including documentation to accompanying way bill	
Pick up Required: Pick up address	You are hereby requested and authorized upon receipt of the consignment described herein to prepare and sign the Airway/Sea bill and other necessary documents on behalf and despatch the consignment in accordance with your Conditions of Contract.
Signatory Company Name of authorised Signatory Place and date of Issue Signature	