

SHIPPER'S LETTER OF INSTRUCTION

Forwarder:

To:

Inland BL Number:

Ocean BL Number:

AWB Number:

Employee:

Ship VIA:

Date:

From:

Exporter's EIN:

Containerized?: Yes No

Exporter's Phone:

Exporter's Fax:

Type of Packaging

Pieces:	Units:	G-Weight (lbs):	G-Weight (KG):	Description of Commodities:	Schedule B:	Value:
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Inland Freight Costs: Ocean/Air Costs: Handling Fees: Insurance Costs: Consular Fees: Additional Charges:	YES, I would like a quote on these charges. YES, please adjust Invoice with these charges Please respond with these costs by: Quote Y/N Adjustment Fax Phone E-mail	Total Ex-Works Incoterm Location Qualifying Statement How do you want the freight billed? Prepaid Collect Shipping Details: Consolidate Direct
Special Instructions	Do you require insurance? Yes No Type of Insurance: License Number/Symbol: Forward Documents To:	These documents are attached to this Shipper's Letter of Instruction Invoice P-List Overland-B NAFTA C of Attachment SED Draft Shipper's Other-see special instruction Endorsement

The Shipper or his authorized Agent hereby authorizes the above named Company, in his name and on his behalf, to prepare any export documents, to sign and accept any documents relating to said shipment and forward this shipment in accordance with the conditions of carriage and the tariffs of the carriers employed. Hereunder the sole responsibility of the Company is to use reasonable care in the selection of carriers, forwarders, agents and towhers to whom it may entrust the shipment.

Title: _____

Signature: _____