



SHIPPERS LETTER OF INSTRUCTION

Freight On Board (NZ) Ltd
 2/22a Kalmia Street
 Ellerslie, Auckland 1051
 Phone : 64 (9) 3033941
 Fax : 64 (9) 3098418
 E-Mail: tim@fob.co.nz

Shipped By: (Shipper) _____ _____ _____ _____ Contact: _____ Phone: _____ Fax: _____	Ship To: (Consignee) _____ _____ _____ _____ Contact: _____ Phone: _____ Fax: _____	Notify Party: _____ _____ _____ _____ Contact: _____ Phone: _____ Fax: _____
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Shipping Terms of Sale : _____
 (example - FOB,CIF,CFR DAP, DDP)

Invoice Terms : _____
 (does the value on invoice include international freight cost (CFR), just local charges (FOB) etc.)

Freight On Board Quotation Reference (If applicable): _____

Ship By: **Seafreight:** Full Container Load (FCL) Less than Container Load (LCL)
 Airfreight:

Charges Payable By:

Local Pickup & Handling Charges (Up to point of Free On Board (FOB))	Shipper: <input type="checkbox"/>	Consignee: <input type="checkbox"/>
Seafreight / Airfreight	<input type="checkbox"/>	<input type="checkbox"/>
Destination Clearance and Delivery	<input type="checkbox"/>	<input type="checkbox"/>

* Please advise whether this shipment is to be insured Yes No Value for Insurance _____

Description of goods: _____

Type of packaging: _____ Number of packages: _____

Total Gross Weight: _____ Total Dimensions: _____

Country of Origin: _____ Value for customs: _____

IMPORTANT: The container weight must not exceed legal road limits. Please check with Freight On Board staff for clarification.

Accompanying Documents:

Letter of Credit (L/C)	<input type="checkbox"/>	Commercial invoices	<input type="checkbox"/>
Certificate of Origin	<input type="checkbox"/>	Dangerous Goods Declaration	<input type="checkbox"/>
Packing Declaration	<input type="checkbox"/>		

Is this Shipment Hazardous? No Yes Class UN:

Please Note: **If the goods are hazardous we will require a Material Safety Data Sheet (MSDS) & a hazardous declaration.**

Special Instructions: _____

Bill of Lading Required: Original Express Release

** Documents to be forwarded to: Shipper Consignee Other:

** Denotes that if the documents need to be forwarded by courier the charges will be billed to your company.

Shipment to be collected from: _____

Shipment is available: Date: _____ Time: _____

Shipper's Declaration: It is declared that this shipment does not contain goods of a hazardous or restricted nature, other than detailed above. We are aware that severe penalties apply to the misdeclaration of such goods