



MEL 1/71-93 Western Avenue, Tullamarine VIC 3043 Postal: PO Box 326 Tullamarine VIC 3043
 Tel: 61 3 9335 1511 Fax: 61 3 9335 1757 Email: melexpair@specificfreight.com.au
 SYD 34-36 McCauley Street, Matraville NSW 2036 Postal: PO Box 730 Mascot NSW 1460
 Tel: 61 2 9700 0755 Fax: 61 2 9700 0766 Email: sydexports@specificfreight.com.au
 BNE 5/50 Parker Court, Pinkenba QLD 4008 Postal: PO Box 41 Banyo QLD 4014
 Tel: 61 7 3267 0500 Fax: 61 7 3267 0900 Email: abrisbane@specificfreight.com.au

SHIPPER'S LETTER OF INSTRUCTION

| SHIPPER'S REFERENCE: SHIPPER'S/ CONSIGNOR'S NAME & ADDRESS ABN NO: CONSIGNEE'S REFERENCE: CONSIGNEE'S NAME & ADDRESS TAX ID#: MUST COMPLETE TAX ID # FOR ALL CHINA BOUND CARGO NOTIFY PARTY / SPECIAL INSTRUCTIONS | MODE OF SHIPMENT AIR <input type="checkbox"/> SEA <input type="checkbox"/> <b style="color: red;">ARE YOU A KNOWN CONSIGNOR? (PLS MARK APPROPRIATE BOX) YES <input type="checkbox"/> NO <input type="checkbox"/> <small>** If yes what is your unique code:</small> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 60%;">WHO IS PAYING ? (PLEASE TICK)</th> <th style="width: 20%;">SHIPPER</th> <th style="width: 20%;">CONSIGNEE</th> </tr> <tr> <td>ORIGIN CHARGES</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>FREIGHT CHARGES</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>DESTINATION CHARGES</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>DESTINATION DUTY & TAXES</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table> COUNTRY OF ORIGIN: DO YOU REQUIRE ANY OF THE FOLLOWING ? FUMIGATION <input type="checkbox"/> DRAWBACK DUTY <input type="checkbox"/> PICK UP <input type="checkbox"/> EXPRESS RELEASE (SEA ONLY) <input type="checkbox"/> INCOTERMS (PLEASE MARK APPLICABLE) CFR <input type="checkbox"/> CIF <input type="checkbox"/> FOB <input type="checkbox"/> EXW <input type="checkbox"/> FCA <input type="checkbox"/> DAT <input type="checkbox"/> DAP <input type="checkbox"/> DDP <input type="checkbox"/> ARE YOUR GOODS HAZARDOUS ? (PLS MARK APPROPRIATE BOX) YES <input type="checkbox"/> NO <input type="checkbox"/> <small>** if yes, please send us a completed AMSA250 for sea or a Shipper's declaration for air</small> <b style="color: red;">ARE YOUR GOODS HOMOGENOUS? (PLS MARK APPROPRIATE BOX) YES <input type="checkbox"/> NO <input type="checkbox"/> <small>**Homogenous cargo is where each piece contains exactly the same item</small> | WHO IS PAYING ? (PLEASE TICK) | SHIPPER | CONSIGNEE | ORIGIN CHARGES | <input type="checkbox"/> | <input type="checkbox"/> | FREIGHT CHARGES | <input type="checkbox"/> | <input type="checkbox"/> | DESTINATION CHARGES | <input type="checkbox"/> | <input type="checkbox"/> | DESTINATION DUTY & TAXES | <input type="checkbox"/> | <input type="checkbox"/> |
|---|--|---------------------------------|---------|-----------|----------------|--------------------------|--------------------------|-----------------|--------------------------|--------------------------|---------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| WHO IS PAYING ? (PLEASE TICK) | SHIPPER | CONSIGNEE | | | | | | | | | | | | | | |
| ORIGIN CHARGES | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | |
| FREIGHT CHARGES | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | |
| DESTINATION CHARGES | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | |
| DESTINATION DUTY & TAXES | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | |

| Airport / Port of Loading | Airport / Port of Discharge | Flight/ Vessel/Voyage |
|---------------------------|-----------------------------|-----------------------|
| | | |

PLEASE NOTE - Current regulations require all export cartons to be marked as follows : Please ensure all cargo destined for export has these markings at time of collection or at time of delivery. The details on the cartons must have direct links to the corresponding paperwork of the shipment.
 Shipper of origin / Consignee details including name and full address / Number of packages : i.e. 1 of 4 , 2 of 4, etc

| MARKS & NO'S | NO. & KIND OF PACKAGES | DESCRIPTION OF GOODS | DIMS | GROSS WGT | TOTAL CBM |
|--------------|------------------------|----------------------|------|-----------|-----------|
| | | | | | |

PLS FAX/SCAN INVOICE & PACKING LIST F.O.B. VALUE:

We hereby certify that the particulars on the face hereof are correct and you are hereby authorised as our Agent of 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 & Conditions.
 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.
 I am aware that it is an offence to ship unauthorised explosives as airfreight and I understand the airfreight will be security screened.

SIGNATURE: _____ **DATE:** _____

ALL BUSINESS IS UNDERTAKEN SUBJECT TO OUR STANDARD TRADING TERMS AND CONDITIONS WHICH CAN BE FOUND ON WWW.SPECIFICFREIGHT.COM.AU
 OR COPY PROVIDED UPON REQUEST.