

Brisbane
Unit B1, 5 Grevillea Place
Brisbane Airport QLD 4008
T 07 3860 8100

Sydney
Suite 1.01, 46-50 Kent Road
Mascot NSW 2020
T 02 9353 0500

Melbourne
559 Queenberry Street
North Melbourne VIC 3051
T 03 9338 1533

Adelaide
283-287 Sir Donald Bradman Drive
Brooklyn Park SA 5032
T 08 8354 1555

SHIPPER		SHIPPERS LETTER OF INSTRUCTION			
CONSIGNEE		<p>Please Note: Only authorised persons can complete this document on behalf of the shipper. Federal Security Laws may require the cargo be held for a certified period prior to export. Some form of signatories Photo ID may also be required in certain circumstances.</p> <p>Under Part 23 of the Australian Civil Aviation Act (1988), and under the laws which govern the transport of baggage and cargo worldwide, heavy penalties including imprisonment apply to shippers who do not declare dangerous goods in any item consigned to an Airline.</p> <p>All transactions are subject to the Company's Standard Terms and Conditions (copies available on request from the Company) and which, in certain cases, exclude or limit the Company's liability and include certain indemnities benefiting the Company.</p>			
NOTIFY PARTY		SHIPPERS REFERENCE		PURCHASE ORDER #	
PORT OF LOADING	PORT OF DISCHARGE	PLACE OF DELIVERY		FREIGHT PAYABLE <input type="checkbox"/> PREPAID <input type="checkbox"/> COLLECT	
MODE <input type="checkbox"/> AIR <input type="checkbox"/> SEA	INSURANCE REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO	PICKUP CARTAGE REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO		PICKUP DATE: (IF REQUIRED)	
INCOTERM <input type="checkbox"/> EXW <input type="checkbox"/> FOB <input type="checkbox"/> CFR <input type="checkbox"/> CIF <input type="checkbox"/> DAP <input type="checkbox"/> DDP <input type="checkbox"/> FCA		DOES THIS SHIPMENT CONTAIN DANGEROUS GOODS <input type="checkbox"/> YES <input type="checkbox"/> NO (If YES, detail under "Description of Goods")			
MARKS & NUMBERS	DESCRIPTION OF GOODS	QUANTITY	WEIGHT (KG)	MEASUREMENT (M ³)	

OTHER INFORMATION

I hereby certify that the particulars above are correct and that you are authorised as our agent to arrange despatch of the above consignment as described hereon from point of origin and to prepare and sign your Air Waybill or Bill of Lading on our behalf.

As a representative of _____ I confirm that we are the owner or originator of cargo we present for carriage, and confirm that the cargo is prepared and handled in a manner which will not compromise its security standing.

NAME OF AUTHORISED PERSON	SIGNATURE OF AUTHORISED PERSON	DATE