* Please fill out the below and email to ***exports@sofast.com.au*** along with your Sales Invoice
* SOFAST will reply with a Booking Confirmation, Shipping Labels and an Interim Receipt
* Attach Shipping labels to each piece and attach SLI to the goods in an obvious position

**Shippers Letter of Instruction**

|  |  |  |  |
| --- | --- | --- | --- |
| **Consignor/Sender** | | **Consignee/Receiver** | |
| Company Name |  | Company Name |  |
| Address |  | Address |  |
|  |  |  |  |
|  |  |  |  |
| Contact Name |  | Contact Name |  |
| E-Mail |  | E-Mail |  |
|  |  |  |  |
| **Customer Order No** |  | **Notify Party** | |
| **FOB Value** | AUD | Company Name |  |
| **Freight Payable by** | Consignor / Consignee | Contact Name |  |
| **B/L Requirement** | Original / Express Release | E-Mail |  |
| **Insurance Required** | Yes / No – Value: | Phone |  |
| **LOAD PORT** | **BRISBANE** | **DISCHARGE PORT** |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Goods Description** | |  | | | | |
|  |  |  |  |  |  |  |
| **# of Packages** | **Type** | **Weight (kg)** | **Volume (m3)** | **Length (m)** | **Width (m)** | **Height (m)** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| CONTAINER # | SEAL # | Kg | m3 |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **HAZARDOUS CARGO** | YES / No | It is the Shippers responsibility to declare all cargo of a hazardous nature and supply statutory documentation where applicable. | |
| UN | Class No | Kg | m3 |
|  |  |  |  |
|  |  |  |  |

|  |  |  |
| --- | --- | --- |
| Goods consigned for the following in accordance with Standard Trading Conditions (revised ’98), copies of which are available on request. We certify that no prohibited materials have been used in the packaging of the above goods. | | |
| **SIGNATURE OF SHIPPER** | **DATE** |  |