



SHIPPER'S LETTER OF INSTRUCTION

SHIPPER:	EDN NUMBER		COUNTRY OF ORIGIN	
	CURRENCY		CUSTOMS VALUE (FOB)	
	AIR	SEA	OTHER MODE (specify)	
	DANGEROUS GOODS		YES	NO
	MSDS PROVIDED		YES	NO
CONSIGNEE:	UN NUMBER			
	DG CLASS			
	PACKING GROUP			
	DESCRIPTION OF GOODS (include no. of pieces & dimensions):			
NOTIFY PARTY:				
MARKS & NUMBERS				
DELIVERY TERMS (Incoterms 2000):				
EXW		Ex Works – all charges paid by consignee		
FOB		Free On Board – shipper pays all local charges to deliver the goods on board at load port		
CFR		Cost and Freight – shipper pays all costs up to destination port (excluding insurance)		
CIF		Cost, Insurance and Freight – same as for CFR except that shipper arranges and pays for insurance		
DDU		Delivered Duty Unpaid – all charges paid by shipper including delivery to consignee except for cost of customs clearance, duty and taxes at destination		
DDP		Delivered Duty Paid – all charges paid by shipper to consignee's door, including duty and taxes (unless specifically excluded)		
Other		(Specify)		
PORT OF LOADING:				
PORT OF DISCHARGE:				
CONTAINER NUMBER:				
SEAL NUMBER:				
DUTY DRAWBACK	YES	NO		
PICKUP REQ'D	YES	NO		
INSURANCE REQ'D	YES	NO		
CERTIFICATE OF ORIGIN	YES	NO		
LETTER OF CREDIT	YES	NO		
SPECIAL INSTRUCTIONS:		<p>SHIPPER'S DECLARATION: I declare this shipment to be non-dangerous except as indicated above. I understand that under Part 23 of the Australian Civil Aviation Act (1988) and under the laws that 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. I have obtained advice from Universal Group of Companies in respect of any items I am exporting where I am unsure of whether or not they could be considered dangerous goods</p>		
		(signature)		
		(print name) (date)		

UNIVERSAL CARGO SERVICES STANDARD TERMS AND CONDITIONS OF CONTRACT APPLY (COPY AVAILABLE ON REQUEST)

FAX TO: (07) 3268 1080
TOGETHER WITH COMMERCIAL INVOICE & ANY OTHER RELEVANT DOCUMENTS