



OFF-SHORE / TRIANGLE SHIPMENT HANDLING INSTRUCTION

To (收件者) : _____

Date : _____

From (發件者): _____

Ref : _____

TRANSPORTATION MODE: AIR(空運) AIR/AIR(空/空運) AIR/SEA(空/海運) AIR/TRUCK(空/陸運)
 SEA(海運) SEA/SEA(海/海運) SEA/AIR(海/空運) SEA/TRUCK(海/陸運)
 TRUCK/AIR(陸/空運) TRUCK/SEA (陸/海運) OTHERS(其他) _____

ROUTING : Origin (付運地) _____ Destination: (目的地) _____ VIA : (轉口) _____

Shipper Name /Address (寄件人/地址)	Consignee Name/Address: (收件人/地址)			
Tel. No.	Tel. No			
Notify: (通知)	Supplier: (供應商)			
Tel. No	Tel. No			
Details of Cargo as declared by Shipper:				
<u>Marks & Number</u> (唛頭及號碼)	<u>Quantity</u> (件數)	<u>Description of Goods</u> (貨物名稱)	<u>Gross Weight(kilos)</u> (淨重量)	<u>Measurement (cbm)</u> (體積)
Declaration value : _____				
Insurance value : _____				
Special Instruction: (特別指示) :				

TRADE TERMS: EXW FOB _____ CIF DDU DDP OTHERS : _____

BILLING PARTIES :

- FREIGHT CHARGES(運費) : PP CC BILL TO : _____
 - LOCAL F.O.B. CHARGES IN H.K.(香港本地雜費) : PP CC BILL TO : _____
 - LOCAL F.O.B. CHARGES IN ORGIN(付運地雜費) : PP CC BILL TO : _____
 - LOCAL CHARGES IN DESTINATION(目的地雜費) : PP CC BILL TO : _____
 - DOMESTIC CHINA TRUCK(中國本地貨車拖運費) : PP CC BILL TO : _____
 - CROSS-BOUNDARY CHINA TRUCK(中國過關貨車拖運費) : PP CC BILL TO : _____
 - DECLARATION HANDLING CHARGE IN HKG(申報費) : PP CC BILL TO : _____
- (HKD150.00 PER EACH IMP OR EXP DECLARATION)

REMARKS :

- INVOICE & PACKING LIST : ATTACHED _____ SETS / NO ATTACHMENT
 - FAX AWB OR B/L COPY TO : SHIPPER SUPPLIER OTHERS
 - ORIGINAL AWB OR B/L TO : SHIPPER SUPPLIER CONSIGNEE
- ARRANGE SURRENDER (ocean only) (Please provide the surrender letter)**
- TRANSHIPMENT ARRANGEMENT IS NECESSARY: YES NO
- (IF SHIPMENT IS DECLARED AS TRANSHIPMENT, DECLARATION IS NOT NECESSARY)
- SELLING FREIGHT RATE : _____(INTERNAL USE)
 - AGREED FREIGHT COST : _____(INTERNAL USE)

Company Signature/Stamp