


SHIPPER'S INSTRUCTIONS TO ARRANGE FOR SHIPMENT OF GOODS

From Shipper ("The customer")           Tel. No.		To The Co.   <div style="text-align: center;">  </div> <p style="text-align: center;"><b>PORTS Express Ltd.</b> <b>港捷空運有限公司</b></p> <p style="font-size: small;">Unit B, 11/F., Gee Loen Chang Industrial Building, 11 Yuk Yat Street, Tokwanan, Kowloon, Hong Kong. Tel: (852) 2402 9009 Fax: (852) 2766 2633 E-mail: ports@netvigator.com Website: http://www.portsexpress.com.hk 香港九龍土瓜灣旭日街11號志聯高工業大廈11樓B室 電話: (852) 2402 9009 傳真: (852) 2766 2633</p>														
Consignee		<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:33%;"><b>Airfreight</b></td> <td style="width:33%;"><b>Prepaid</b></td> <td style="width:33%;"><b>Collected</b></td> </tr> <tr> <td><b>Charges:</b></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/> (If Service Available)</td> </tr> <tr> <td><b>Other Charges</b></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/> (If Service Available)</td> </tr> <tr> <td colspan="3">.....</td> </tr> </table>			<b>Airfreight</b>	<b>Prepaid</b>	<b>Collected</b>	<b>Charges:</b>	<input type="checkbox"/>	<input type="checkbox"/> (If Service Available)	<b>Other Charges</b>	<input type="checkbox"/>	<input type="checkbox"/> (If Service Available)	.....		
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.....																
NOTIFY Party		Country of Origin (Goods):  Special Instructions:														
MAWB NO.	HAWB NO.	Special Instructions:														
Name of Carrier	Departure Airport															
Destination	Airline Counter-Signature <input type="checkbox"/> yes <input type="checkbox"/> no	Export Licence No.	Known Consignor No. KC / RA													
<b>Marks &amp; Nos:</b>	<b>Number and Kind of Packages:</b>	<b>Description of Goods</b>	<b>Gross Weight</b>	<b>Measurement</b>												
<b>Specify Currency:</b>	<b>Declared Value for Custom</b>	<b>Declared Value for Carriage</b>	<b>Insurance Amount</b>	<b>Shipper's C.O.D.</b>												
Documents to accompany Airwaybill or House Airwaybill: .....																
Packing List <input type="checkbox"/> Commercial Invoice <input type="checkbox"/> Certificate of Origin No. <input type="checkbox"/> Consular Invoice <input type="checkbox"/>																
The Co. acknowledges receipt of the above instructions from the Customer. This acknowledgement does not constitute an acceptance of the instructions by the Co. Acceptance of the instructions will be made by way of the issue of the Co.'s House Air Waybill, House Airbill, Air Consignment Note or the Air Carrier's Air Waybill or other such similar documents. Where goods or documents are delivered to and accepted by the Co. before the Co. accepts the Customer's instructions, no liability whatsoever for such goods or documents will be accepted by the Co. If, however, the Co. is held to be liable, all the provisions of limitation of liabilities specified in the Conditions of Contract overleaf will apply. The Customer shall reimburse the Co. with all expenses and costs incurred and will indemnify the Co. for all losses and liabilities howsoever caused.  Signature and stamp   Date: _____ ( Month / Day / Year )		<p style="text-align: center;"><b>SHIPPER'S DECLARATION</b></p> <p>1. The Customer declares that all descriptions, values and other particulars furnished herein are accurate and complete. The Customer undertakes to indemnify the Co. against all losses, damages, expenses, fines and any other liabilities whatsoever arising from any inaccuracy or omission, even if such inaccuracy or omission is not due to any negligence.</p> <p>2. The Customer hereby acknowledges and declares that in the event of these instructions are accepted by the Co., the Customer shall be responsible for all charges and expenses relating to the goods whether or not the charges and expenses are herein expressed to be prepaid or collected.</p> <p>3. The undersigned authorized officer of the Customer hereby declares that he has read the Conditions of Contract overleaf and the terms and conditions appearing on this page and that he fully understands them and agrees on behalf of the Customer that they should form part of the contract which, upon acceptance to the above instructions by the Co., will be concluded between the Customer and the Co.</p>														
Signature and stamp		Signatory's Name in Block Letters  Signature and Stamp.  Date: _____														