

# Shippers Letter of Instruction

SHIPPERS NAME AND ADDRESS



CONSIGNEE'S NAME AND ADDRESS

**Williams Global Freight**  
**Gary Williams Customs Agency**  
 Unit 11 457-459 Tufnell Rd. Banyo QLD 4014  
 Ph: 3267 0575 Fax: 3267 1225

ALSO NOTIFY

COUNTRY OF ORIGIN

DECLARED VALUE FOR CUSTOMS

EXPORT CLEARANCE NUMBER (ECN)

PORT OF LOADING

PORT OF DISCHARGE

VESSEL / FLIGHT

MARKS	No. OF PIECES	DESCRIPTION OF GOODS	WEIGHT (KG)	MEASUREMENT (M3)

**SPECIAL INSTRUCTIONS AND HANDLING INFORMATION**

**SPECIAL INSTRUCTIONS ( TICK APPROPRIATE BOX )**

<input type="checkbox"/> AIRFREIGHT	<input type="checkbox"/> SEAFREIGHT
<input type="checkbox"/> FREIGHT PREPAID	<input type="checkbox"/> FREIGHT COLLECT
<input type="checkbox"/> CERTIFIED INVOICES	<input type="checkbox"/> DUTY DRAWBACK
<input type="checkbox"/> LETTER OF CREDIT	<input type="checkbox"/> FREE DOMICILE
<input type="checkbox"/> EXPORT CLEARANCE No.	<input type="checkbox"/> INSURANCE
INSURANCE	AMOUNT OF INSURANCE

1. Shipper authorises Gary Williams Customs Agency / Williams Global Freight (ACN 010 296 545 / ABN 92172 616 497 ) to complete the Air waybill / Bill of Lading and other necessary documents in connection with dispatch, carriage and delivery of goods on behalf of the shipper under the provisions as provided by the General Trading Conditions.

2. Shipper hereby declares that the particulars shown hereon and furnished by him or his agent are correct and that he is aware of and accepts the General Trading Conditions, a copy of which is available upon request.

3. If any part of the shipment contains Dangerous Goods such part is properly described by name and is in proper condition for carriage by air / sea in accordance with the applicable Dangerous Goods Regulations. The shipment contains no dangerous goods other than those declared as such.

IF REQUIRED ENTER AMOUNT IN FIGURES IN BOX

\$

.....Date.....  
 Signature of Shipper or his Agent.