

SHIPPER'S LETTER OF INSTRUCTIONS

Shipper's Name;
Invoice Number: NL/EX/PI/009/14-15

Consignee's Name:
Date:

IE CODE NO (10 DIGIT);
BANK AD CODE # (PART I & II) :
CURRENCY OF INVOICE USD:
INCOTERMS : F O B / C & F / C & I / C I F :
NATURE OF PAYMENT * : D P / D A / A P / OTHERS

Branch Number: (In case of Multiple Offices)
Branch Name of Bank:

DETAILS TO BE DECLARED FOR PREPARATION OF SHIPPING BILL

FOB VALUE :
FREIGHT (IF ANY) :
INSURANCE (IF ANY) :
COMMISSION (IF ANY) :
DISCOUNT (IF ANY) :

DESCRIPTION OF GOODS TO BE DECLARED ON SHIPPING BILL

NO. OF PKGS:
NET WET;

DESCRIPTION OF GOODS TO BE DECLARED ON AWB

GROSS WET :
VOLUME WET;
DIMENSION (IN CMS) of each pkg.

SPECIAL INSTRUCTION IF ANY,

TYPE OF SHIPPING BILL (TICK THE APPROPRIATE)		BELOW DETAILS REQUIRED TO BE DECLARED ON INVOICE
a) FREE TRADE SAMPLE (NON-COMM)	YES / NO	FREE TRADE SAMPLE - VALUE FOR CUSTOMS - NOT FOR SALE
b) DUTY FREE COMMERCIAL	YES / NO	<i>NOTHING SPECIFIC</i>
c) EOU SHIPPING BILL	YES / NO	GOODS MANUFACTURED BY EOU & GREEN CARD NUMBER OF EOU
d) DUTY DRAWBACK	YES / NO	DRAWBACK SL. NO & RATE, PRESENT MARKET VALUE (PMV) OF SHPT
e) DUTIABLE SHIPPING BILL	YES / NO	RATE OF CESS/ DUTY TO BE PAID AT CUSTOMS
f) DEPB SHIPPING BILL	YES / NO	DEPB SL NO., RATE, PRODUCT GROUP CODE, SION (STANDARD INPUT OUTPUT NORMS) SERIAL NO.
g) DFRC SHIPPING BILL	YES / NO	DFRC PRODUCT GROUP CODE, SION SL. NO
h) EPCG SHIPPING BILL	YES / NO	EPCG LICENCE NUMBER & DATE
i) DEEC SHIPPING BILL	YES / NO	DEEC REGISTRATION NUMBER AT AIR CARGO, SL. NO. IN PART (E) AND PART (C) IN DEEC BOOK, QUANTITY
j) REPAIR & RETURN	YES / NO	GOODS BEING EXPORTED ON REPAIR AND RETURN BASIS
k) DUTY DRAWBACK (SECTION 74)	YES / NO	GOODS BEING EXPORTED UNDER SECTION 74 (DUTY DRAWBACK) , IMPORT BILL OF ENTRY AND IMPORT INVOICE NOS.

PLEASE TICK & LIST THE DOCUMENTS (BEING) HANDED OVER TO DHL WITH SHIPMENT :

1. INVOICE (6 originals)	<input type="checkbox"/>	7. ARE-1 FORM IN DUPLICATE	<input type="checkbox"/>	13. _____	<input type="checkbox"/>
2. PACKING LIST (6 Originals)	<input type="checkbox"/>	8. VISA/AEPC ENDORSEMENT	<input type="checkbox"/>	14. _____	<input type="checkbox"/>
3. SDF FORM IN DUPLICATE	<input type="checkbox"/>	9. LAB ANALYSIS REPORT	<input type="checkbox"/>	15. _____	<input type="checkbox"/>
4. NON-DG DECLARATION	<input type="checkbox"/>	10. MSDS	<input type="checkbox"/>	16. _____	<input type="checkbox"/>
5. PURCHASE ORDER COPY	<input type="checkbox"/>	11. PHYTOSANITARY CERT	<input type="checkbox"/>	17. _____	<input type="checkbox"/>
6. GR FORM/GR WAIVER	<input type="checkbox"/>	12. GSP CERTIFICATE	<input type="checkbox"/>	18. _____	<input type="checkbox"/>

- We hereby confirm that the above details declared are true and correct.
- We confirm that our company's IEC & Bank AD Code Details are registered with EDI System of Air Cargo - **Shamshabad**

SIGNATURE OF EXPORTER/STAMP