

# SHIPPER'S LETTER OF INSTRUCTION WRITTEN AUTHORIZATION



# CONCORDIA

INTERNATIONAL FORWARDING CORP.

**1a.** U.S. PRINCIPAL PARTY IN INTEREST (USPPI) *(Complete name and address)*

ZIP CODE

**b.** USPPI EIN (IRS) OR ID NO.

**c.** PARTIES TO TRANSACTION

Related  Non-Related

**2 a.** ULTIMATE CONSIGNEE *(Complete name and address)*

**b.** INTERMEDIATE CONSIGNEE *(Complete name and address)*

### SHADED AREA FOR CONCORDIA USE ONLY

**3 a.** FORWARDING AGENT *(Complete name and address)*

**CONCORDIA INTERNATIONAL FORWARDING CORP.**

**b.** CONCORDIA'S EIN (IRS) NO.

**4.** METHOD OF TRANSPORTATION *(Specify)*

**AIR FREIGHT**

**5.** EXPORTING CARRIER

**6.** U.S. AIRPORT OF EXPORT

**7.** INT'L DESTINATION AIRPORT

**8.** TRANSPORTATION REFERENCE NO.

**9.** DATE OF EXPORTATION

DATE SLI PREPARED

SHIPPER'S REFERENCE NO.

**SHIPPER MUST INDICATE**

**FREIGHT CHARGES**

PREPAID  COLLECT

**RATE QUOTE NUMBER**

DECLARED VALUE FOR CARRIAGE

\$ \_\_\_\_\_ (SEE REVERSE FOR DETAILS)

**SHIPPER REQUESTS INSURANCE**

(If neither is checked, shipment is NOT insured)

NO YES  
  AMOUNT \$ \_\_\_\_\_

**PICK-UP/DELIVERY CHARGES TO CONCORDIA**

PREPAID  COLLECT

VIA (CARRIER) B/L NO. FROM (SUPPLIER)

**SHIPPER'S INSTRUCTION IN CASE OF INABILITY TO DELIVER AS CONSIGNED**

ABANDON  RETURN TO SHIPPER

DELIVER TO:

**10.** POINT (STATE) OF ORIGIN OR FTZ NO.

**11.** COUNTRY OF ULTIMATE DESTINATION

**12.** CARRIER IDENTIFICATION CODE

**13.** SHIPMENT REFERENCE NO.

**14.** ENTRY NUMBER

**15.** HAZARDOUS MATERIALS

YES  NO

**16.** IN BOND CODE

**17.** ROUTED EXPORT TRANSACTION

YES  NO

**18.** SCHEDULE B DESCRIPTION OF COMMODITIES *(Use columns 20-22)*

D/F or M (19)	PLEASE INDICATE SCHEDULE B NUMBER AND COMMODITY DESCRIPTION (20)	QUANTITY - SCHEDULE B UNIT(S) (21)	SHIPPING WEIGHT (Kilograms) (22)	VEHICLE INFORMATION VIN NUMBER / TITLE NUMBER / VEHICLE TYPE (23)	VALUE (U.S. dollars, omit cents) (selling price or cost if not sold) (24)
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### DOCUMENTS ACCOMPANYING SHIPMENT (Please Indicate)

ATTACHED	PREPARE
<input type="checkbox"/> CERTIFICATE OF ORIGIN	<input type="checkbox"/>
<input type="checkbox"/> COMMERCIAL INVOICE	<input type="checkbox"/>
<input type="checkbox"/> CONSULAR INVOICE	<input type="checkbox"/>
<input type="checkbox"/> EXPORT INVOICE	<input type="checkbox"/>
<input type="checkbox"/> HAZMAT DECLARATION	<input type="checkbox"/>
<input type="checkbox"/> LETTER OF CREDIT	<input type="checkbox"/>
<input type="checkbox"/> MSDS SHEET	<input type="checkbox"/>
<input type="checkbox"/> NON-HAZMAT DECLARATION	<input type="checkbox"/>
<input type="checkbox"/> PACKING LIST	<input type="checkbox"/>
<input type="checkbox"/> OTHER	<input type="checkbox"/>

**25.** LICENSE NO./LICENSE EXCEPTION SYMBOL/ITAR CATAGORY

**26.** ECCN *(When Required)*

The U.S.P.P.I. authorizes the Forwarding Agent named above to act as an authorized agent on behalf of the U.S.P.P.I. for export control, Customs and Border Protection, and Census Bureau purposes to transmit export information electronically through the Automated Export System.

**27.** I / we certify that all statements made and all information contained herein on this document is true and correct. I / we authorize Concordia Int'l Forwarding Corp. to act as Forwarding Agent for Export Control, U.S. Customs, and Census Bureau purposes to transmit such export information electronically that may be required by law or regulation in connection with the exportation or transportation of any goods on behalf of said U.S. Principal party in Interest. The U.S. Principal party in Interest certifies that necessary and proper documentation to accurately transmit the information electronically is and will be provided to the said Authorized Agent above. The U.S. Principal Party in Interest further understands that civil and criminal penalties may be imposed for making false or fraudulent statements or for the violation of any U.S. laws or regulations on exportation and agrees to be bound by all statements of said authorized agent based upon information or documentation provided by the U.S. Principal Party in Interest to said authorized agent. I/We consent to the screening of this cargo shipment

### AES EEI INFORMATION

Shipper (USPPI) Filed AES YES  NO

If Yes Insert AES ITN # \_\_\_\_\_

### SPECIAL INSTRUCTIONS

**28.** Duty authorized officer/employee of shipper (USPPI)

**Confidential** - Shipper's Export Declarations (or any successor document) wherever located, shall be exempt from public disclosure unless the Secretary determines that such exemption would be contrary to the national interest (Title 13, Chapter 6, Section 301 (g)).

Title

Export shipments are subject to inspection by U.S. Customs Service, Concordia International, and/or Office of Export Enforcement.

Date

**29.** AUTHENTICATION *(When Required)*

Telephone No. *(Include Area Code)*

E-mail address

**NOTE:** The shipper or his Authorized Agent hereby authorizes Concordia, in his name and on his behalf, to prepare any export documents, to sign and accept any documents relating to said shipment and forward this shipment in accordance with the conditions of carriage and the tariffs of the carriers employed. The shipper guarantees payment of all collect charges in the event the consignee refuses payment. The sole responsibility of Concordia is to use reasonable care in the selection of carriers, forwarders, agents and others to whom it may entrust the shipment.

## **EXPLANATION OF "DECLARED VALUE FOR CARRIAGE"**

Shippers must declare a value for carriage on the air waybill. This declaration may be in any amount or NVD (no value declared). Shipments valued at more than \$9.07 per pound/\$20.00 per kg., will be assessed a valuation charge of \$0.50 per \$100.00 or pro-rata portion thereof by which the shipper's declared value for carriage exceeds \$9.07 per pound, subject to a minimum charge of \$1.00.

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## **DIRECTORY OF OFFICES**

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Please visit our website for your convenience  
[www.concordiafreight.com](http://www.concordiafreight.com)