



Minimum requirements to prepare your international shipment:

Shipper		Consignee	
Customer Number:			
Company Name:		Company Name:	
Contact First Name:		Contact First Name:	
Contact Last Name:		Contact Last Name:	
Address Line 1:		Address Line 1:	
Address Line 2:		Address Line 2:	
ZIP Code:	City:	ZIP Code:	City:
County:		County:	
Country:		Country:	
Contact Phone number:		Contact Phone number:	
Contact Email:		Contact Email: (if prealert should be sent)	

Shipment

Packaging (FedEx vs. Own):

No of packages: Weight/Package:

Dimension:

Customs Value:

Reference No./Cost Centre:

Country of Origin:

Contents of packages:
(Docs/Goods - detailed description)

Fees

Transportation fee paid by	Shipper	Consignee, Account No:
Duties and Taxes paid by	Shipper	Consignee, Account No: