

FREIGHT FORWARD FORM

<u>Sender Name & Address:</u>	<u>Recipient Name & Address:</u>
Phone:	Email Invoice:

Delivery Address Layout:
 Your Name or Recipients c/o MS Atlantic Ltd
 (Sea or Air)
 Rushbourne Manor Yard
 Hoath Road
 Hoath
 Canterbury
 Kent
 CT3 4JP

Parcel Freight & Island: (please circle as appropriate)

<input type="checkbox"/> ST HELENA ISLAND
<input type="checkbox"/> AIR FREIGHT <input type="checkbox"/> SEA FREIGHT
<input type="checkbox"/> ASCENSION ISLAND
<input type="checkbox"/> AIR FREIGHT <input type="checkbox"/> SEA FREIGHT
<input type="checkbox"/> FALKLAND ISLAND
<input type="checkbox"/> AIR FREIGHT <input type="checkbox"/> SEA FREIGHT

Important Information:

- ALL** boxes must be clearly labelled with the recipient's name and address.
- The table below is for custom purposes which **MUST** be filled out to the best of your knowledge, use more than one sheet if required.
- ALL** parcels must meet MS Atlantic Ltd policy standards (see below).

Courier	Tracking Number for Item	ETA	Description of Contents	Value of Items
				£
				£
				£
				£
				£
				£
				£
				£
				£
				£
				£
				£
				£
				£
				£
				£
Total Parcels:			Total Value: £	

Policy of M S Atlantic Ltd Freight Forward Service

1. Goods received for freight forwarding are not insured by M S Atlantic Ltd, it is the sender's responsibility to ensure the adequate insurance cover is obtained.
2. Any hazardous goods must be brought to our attention if any consignment or part of a consignment is shipped through M S Atlantic Ltd. (<https://www.gov.uk/government/publications/international-maritime-dangerous-goods-imd-g-code-amendment-2012>)
3. Completed freight forward forms must be submitted to M S Atlantic Ltd via email or cello taped on the outside of the box in an envelope. Failure to do so will result in your goods not being freight forwarded onto the destination until we have the relevant information.
4. Freight forward parcels are **not opened**, only the number of parcels is checked unless asked to do so which **incurs an extra fee.**

I declare that the above details are true and correct and that I have adhered to the above requirements. I fully understand that, unless I take out insurance with MS Atlantic Ltd, or have arranged suitable cover elsewhere, my goods are not insured and are shipped entirely at my own risk.
I have read, understand, and accept MS Atlantic Trading Conditions and Liability.

Name _____ Signature _____ Date _____



Deliver to:

Recipient Name: _____

Circle as appropriate: AF / SF to STH / ASC / FLK Box _____ of _____

Address:

**c/o MS Atlantic Ltd
Hoath Road
Hoath
Canterbury
Kent
CT3 4JP**



Sender: