Alliance Air Freight's Shipper Letter of Instruction

Freight Forwarder

Alliance Air Freight, Inc.
9822 Glenoaks Blvd.
Sun Valley CA 91352

Ultimate Consignee

Exporter

Intermediate Consignee

Exporter ID Num
Exporter's Phone
Exporter's Fax
Exporting Officer
Ship Via
Date
Containerized ☐ Yes ☑ No

Marks and Numbers	Pcs	Description of Goods	Weight	Measurement

	Quote	Y/N	Adjustment
Inland Freight Costs:		☐	
Ocean/Air Costs:		☐	
Handling Fees:		☐	
Insurance Costs:		☐	
Consular Fees:		☐	
Additional Charges:		☐	
		☐	

☐ **YES, I would like a quote on these charges.**
☐ **YES, Please adjust Invoice with these charges.**

Please respond with these costs by:
☐ Fax ☐ Phone ☐ E-Mail

Incoterm: Location:

How do you want the freight billed? ☐ Prepaid ☐ Collect

Shipping Details: ☐ Consolidate ☐ Direct

Special Instructions

Do you require insurance?
○ Yes ◉ No

Type of Insurance:

License Number/Symbol:

Forward Documents To:

These documents are attached to this Shipper's Letter of Instruction:
☐ Invoice ☐ P-List ☐ Overland-BL
☐ NAFTA ☐ C of O ☐ Attachment
☐ SED ☐ Draft ☐ Shipper's Endorsment
☐ Other-see special instruction

The Shipper or his Authorized Agent hereby authorizes the above named Company, 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. Hereunder the sole responsibility of the Company is to use reasonable care in the selection of carriers, forwarders, agents and others to whom it may entrust the shipment.

Title: _____ **Signature:** _____