# SHIPPER'S LETTER OF INSTRUCTIONS

| 1. U.S. PRINCIPAL PARTY IN INTEREST *(Name and address including ZIP code)* | 2. INLAND CARRIER *(See note #2 below)* | SHIP DATE | PRO NO. |
|---|---|---|---|

**Designated <u>PICK UP LOCATION</u> (if different than USSPI in field 1.) –** please ensure to **provide Telephone Number** of Pick up Location in addition to the address & contact person

| 3. EXPORTER EIN (IRS) NO. | 4. PARTIES TO TRANSACTION ☐ RELATED ☐ NON-RELATED |
|---|---|

| 5a. ULTIMATE CONSIGNEE | 5b. ULTIMATE CONSIGNEE TYPE *(Select one)* ☐ DIRECT CONSUMER ☐ GOVERNMENT ENTITY ☐ RESELLER ☐ OTHER/UNKNOWN |
|---|---|

| 6. INTERMEDIATE CONSIGNEE | 7. FORWARDING AGENT **Gebrüder Weiss, Inc.** |
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| | 8. POINT (STATE) OF ORIGIN OR FTZ NO. | 9. COUNTRY OF ULTIMATE DESTINATION |
|---|---|---|

| 10. SHIPPER'S REF. NO. | 11. DATE | 12. HAZARDOUS MATERIAL ☐ YES ☐ NO |
|---|---|---|

| 13. SHIP VIA ☐ AIR ☐ OCEAN | For Ocean please specify Release Type: ☐ Express Bill of Lading ☐ Original Bill of Lading | For Ocean please specify Container Size: ☐ LCL (less than container load) ☐ 20' STD ☐ 40'STD ☐ 40' HC ☐ OTHER: _____ | 14. TERMS OF SHIPPING ☐ PREPAID ☐ COLLECT ☐ OTHER: _____ |
|---|---|---|---|

| 15. GROSS WEIGHT (kilos): | | 16. SOLAS CERTIFICATION: ☐ | By checking the Box 16 certification, I am certifying that the full shipment weight shown in box 15 is the Certified Gross Weight which may be added to the container tare weight and used as the Verified Gross Mass (VGM) under the Method 2 of the SOLAS VGM regulation effective July 1, 2016. |
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| 17. D / F | 18. SCHEDULE B / HTS NUMBER & **COMMERCIAL** COMMODITY DESCRIPTION For Vehicles: VIN/Year, Make, Model and Vehicle Title Number are required | 19. QUANTITY IN SCHEDULE B / HTS UNITS | 20. DDTC QUANTITY & DDTC UNIT OF MEASURE | 21. SHIPPING WEIGHT (in Kilos) | 22. CUBIC METERS | 23. ECCN, EAR99 or USML CATEGORY NO. | 24. EXPORT LICENSE NO., LICENSE EXCEPTION SYMBOL, DDTC EXEMPTION NO., DDTC ACM NO. or NLR | 25. VALUE (US Dollars, omit cents) (selling price or cost if not sold) | 26. LICENSE VALUE BY ITEM (if applicable) (US Dollars) |
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| | | | | | | | | | |

**SPECIAL INSTRUCTIONS**

27. **C.O.D. AMOUNT** ➡ $ _____

SHIPPER'S INSTRUCTIONS IN CASE OF INABILITY TO DELIVER CONSIGNMENT AS CONSIGNED:

☐ ABANDON ☐ RETURN TO SHIPPER

☐ DELIVER TO:

SHIPPER REQUESTS INSURANCE

☐ NO ☐ YES $ _____

If Shipper has requested insurance as provided for at the above hereof shipment is insured in the amount indicated (recovery is limited to actual loss) in accordance with the provisions as specified in the Carrier's Tariffs Insurance is payable to Shipper unless payee is designated in writing by the shipper.

**Gebrüder Weiss, Inc.** is hereby authorized to act as authorized agent for export control, U.S. Customs & Border Protection, 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. 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.

| 28. NAME OF DULY AUTHORIZED OFFICER OR EMPLOYEE OF USPPI OR EXPORTER | I certify that all statements made and all information contained herein are true and correct and that I have read and understand the instructions for preparation of this document. I understand that civil and criminal penalties, including forfeiture and sale, may be imposed for making false or fraudulent statements herein, failing to provide the requested information or for violation of U.S. laws on exportation (13 U.S.C. Sec. 305; 22 U.S.C. Sec. 401; 18 U.S.C. Sec. 1001; 50 U.S.C. App. 2410). |
|---|---|
| SIGNATURE | Confidential – For use solely for official purposes |
| TITLE | Export shipments are subject to inspection by U.S. Customs Services and/or Office of Export Enforcement |
| DATE | 29. AUTHENTICATION *(when required)* |