

## International Consignments

Goods sent abroad can be advised on the same Despatch Sheets that are used for domestic freight. Given the recent increases in Airline security most delays to overseas shipments are caused by Customs or Airlines examining freight due to a lack of information. To avoid this please be aware of the following points:

Commercial invoices are required for all shipments to countries outside the EEC regardless of the goods or their value (Generally 3 signed copies are required) Please enter the value for customs on the consignment note. Some countries require special documentation and you should call for advise if you are unsure about any shipment.

Full consignee contact names, addresses and telephone numbers must be provided.

A full description of the goods must be shown on the consignment note. Shipments that are just shown as "box" or "tube" may be delayed whilst the contents are identified.

To take advantage of Tariff rates you must write either **Express** or **Heavyweight** in the service box depending on the tariff you wish to use.

The following goods are not acceptable on Courier or Door to Door services: Alcoholic Beverages, Bullion, Carnets, Foodstuffs, Currency, Human Remains, Livestock, Perishable Items, Restricted Articles, Weapons, Antiques, Glass, Pornography, Works of Art, Ivory, Jewellery, Shipside Spares.

Please check with us if you are unsure of any commodity. Most items can be carried on an Airport to Airport service subject to the correct documentation being provided.

You are required by **Law** to inform us if the goods are hazardous or dangerous in nature.

We are able to offer a charges collect facility including C.O.D. to many destinations.

Customs duties and local taxes at destination are the responsibility of the consignee. We are able to pay these on your behalf at some destinations should this be required.

All goods travel without **any** liability cover from ourselves. Due to new legislation that came into force on 14 th January, 2005 we are unable to provide insurance cover, we cannot recommend an insurer and we are not permitted by the FSA to comment on the suitability of any policy.