

EXPORT INSTRUCTIONS

PLEASE COMPLETE THESE 6 PAGES AS ACCURATELY AS POSSIBLE TO AVOID ANY DELAYS OR PROBLEMS.
 IT IS RECOMMENDED THAT YOU TAKE A COPY OF THESE INSTRUCTIONS FOR YOUR OWN RECORD

SENDER'S DETAILS

NAME:	_____
ADDRESS:	_____ _____
CITY:	_____
POST CODE:	_____
COUNTRY:	_____
TEL: (DAYTIME)	_____
MOBILE:	_____
E-MAIL:	_____

RECEIVER'S DETAILS

NAME:	_____
ADDRESS:	_____ _____
CITY:	_____
POST CODE:	_____
COUNTRY:	_____
TEL: (DAYTIME)	_____
MOBILE:	_____
E-MAIL:	_____

COLLETCTION ADDRESS (IF DIFFERENT FROM ABOVE)

NAME:	_____
ADDRESS:	_____ _____
CITY:	_____
POST CODE:	_____
COUNTRY:	_____
COLLECTION DATE:	_____
TEL: (DAYTIME)	_____
MOBILE:	_____
SOMEONE MUST BE AVAILABLE AT THE COLLECTION ADDRESS FROM 09H00 – 17H00 ON THE DAY OF COLLECTION.	

SHIPMENT DETAILS (CIRCLE AS APPROPRIATE)

FROM AIRPORT:	_____		
TO AIRPORT:	_____		
SERVICE:	TO AIRPORT* / TO DOOR**		
COLLECTION:	YES / NO		
SERVICE LEVEL:	ECONOMY / EXPRESS		
DATE OF YOUR DEPARTURE:	_____		
TOTAL WEIGHT(KG):	_____		
NO. OF PIECES:	_____		
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> *SHIPMENTS SENT "TO AIRPORT" MUST BE COLLECTED WITHIN 24 HRS OF ARRIVAL TO AVOID INCURRING STORAGE FEES. </td> <td style="width: 50%; vertical-align: top;"> ** FOR "TO DOOR" SERVICES, SOMEONE MUST BE AVAILABLE AT THE DELIVERY ADDRESS FROM 09H00 – 17H00, MON – FRI. </td> </tr> </table>		*SHIPMENTS SENT "TO AIRPORT" MUST BE COLLECTED WITHIN 24 HRS OF ARRIVAL TO AVOID INCURRING STORAGE FEES.	** FOR "TO DOOR" SERVICES, SOMEONE MUST BE AVAILABLE AT THE DELIVERY ADDRESS FROM 09H00 – 17H00, MON – FRI.
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PLEASE TICK THIS BOX TO SAY THAT YOU AGREE TO BE BOUND BY THE COSMOTRANS INTERNATIONAL TERMS AND CONDITIONS.

PLEASE TICK THIS BOX TO SAY THAT YOU ACKNOWLEDGE THAT YOUR "TO AIRPORT" SERVICE **DOES NOT INCLUDE ADDITIONAL** CHARGES, ALSO KNOWN AS "AIRPORT ARRIVAL FEES" SUCH AS AIRLINE HANDLING, CUSTOMS CHARGES, STORAGE FEES, IMPORT DUTY AND TAXES AT THE AIRPORT OF YOUR DESTINATION. ALSO THAT OUR "TO DOOR" SERVICE **DOES NOT INCLUDE** ANY QUARANTINE FEES, STORAGE FEES, CUSTOMS DUTY AND TAXES.

SIGNATURE: _____ DATE: _____

SPECIAL INSTRUCTIONS:

FOR EXAMPLE: IF YOU REQUIRE STORAGE PRIOR TO YOUR DEPARTURE FROM THE UK, OR IF YOU REQUIRE PACKAGING MATERIAL.

MARKETING INFORMATION:

PLEASE HELP US TO BETTER TAILOR OUR MARKETING PROGRAMME, BY TELLING US HOW YOU HEARD OF US:

WERE YOU REFERRED TO US?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO		
IF YES, HOW WERE YOU REFERRED TO US?	<input type="checkbox"/>	AIRLINE	<input type="checkbox"/>	TRAVEL AGENT		
IF AIRLINE WHICH ONE?	<hr/>					
IF TRAVEL AGENT WHICH ONE?	<hr/>					
DID YOU FIND US ON THE INTERNET?	<input type="checkbox"/>	YES	<input type="checkbox"/>	NO		
IF YES, WHICH SEARCH ENGINE?	<input type="checkbox"/>	YELL.COM	<input type="checkbox"/>	YAHOO	<input type="checkbox"/>	GOOGLE
	<input type="checkbox"/>	OTHER (PLEASE SPECIFY) _____				
IF OTHER MEANS, PLEASE TELL US HOW YOU HEARD OF US?	<hr/>					

DANGEROUS & RESTRICTED ARTICLES:

FOR SAFETY AND SECURITY REASONS, THE FOLLOWING ITEMS ARE LABELLED AS DANGEROUS GOODS AND **MUST NOT** BE PACKED WITHIN YOUR UNACCOMPANIED BAGGAGE OR PERSONAL EFFECTS:

- COMPRESSED GASSES (FLAMMABLE, NON-FLAMMABLE OR POISONOUS) SUCH AS DEODERISED SPRAYS BUTANE, PROPANE, AQUALUNG CYLINDERS, LIGHTER FUELS, REFILL AEROSOLS.
- FLAMMABLE LIQUIDS SUCH AS PERFUMES, PAINTS, THINNERS AND ADHESIVES.
- FLAMMABLE SOLIDS SUCH AS MATCHES AND ARTICLES THAT ARE EASILY IGNITED.
- OXODISING SUBSTANCES SUCH AS BLEACHING POWDERS AND PEROXIDES
- RADIO ACTIVE MATERIALS
- CORROSIVE MATERIAL SUCH AS MERCURY, ACIDS, CELL BATTERIES AND MANY HOUSEHOLD CHEMICALS
- EXPLOSIVES SUCH AS FIREWORKS, FLARES AND SPARKLERS.
- INDUSTRIAL PRODUCTS SUCH AS SOLVENTS CONTAINING CHEMICALS WHICH CAN CAUSE FUMES AND CORROSION.
- FOODSTUFFS OF ANY KIND.

FRAGILE OR BREAKABLE ITEMS:

- SHOULD YOU HAVE ANY FRAGILE OR BREAKABLE ITEMS THAT HAVE NOT BEEN PROFESSIONALLY PACKED BY AN AUTHORISED EXPORT PACKER OR HOUSEHOLD REMOVER, **PLEASE COMPLETE THE INDEMNITY FORM OF PAGE 3.**
- GOODS WILL ONLY BE DEEMED PROFESSIONALLY PACKED IF AN ORIGINAL INVOICE FROM THE AUTHORISED EXPORT PACKER OR HOUSEHOLD REMOVER FOR PACKING AND PACKAGING IS PRODUCED.