

Shippers Letter of Instruction

Shipper's Name: _____
 Street Address: _____
 Suburb: _____ City: _____
 Country: _____
 Contact: _____ Phone: _____ (_____) _____
 Email: _____

Receiver's name: _____
 Street Address: _____
 Suburb: _____ City: _____
 Country: _____
 Contact: _____ Phone: _____ (_____) _____
 Email: _____

Date goods required at destination airport or port: _____

Preferred international destination airport or port: _____

Service Provided: Door to door Door to airport Door to seaport
 Depot to airport Depot to seaport

Shipments must be prepaid in full according to the payment terms and conditions on our website. Please contact us with any questions. – Cash, Wire transfer, EFT/direct deposit, or credit cards accepted

Choose Method of Payment:

Wire transfer EFT/direct deposit (USBanks only)
 Or Please debit my credit card – Type: (Enter X in checkbox)



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Note: you must read and sign Conditions of acceptance located on the lower right corner of this page.

Cardholder's name: _____

Expiry date: _____ CVV/CSC: _____

Cardholder's signature: _____ Date: _____

Please fill out the following if different from the shipper's information above:

Credit Cardholder's name: _____

Street Address: _____

City: _____

Country: _____ Postal or Zip Code: _____

Insurance required? Greater of \$40 or 2% of insured value nominated.XS Baggage requires itemized packing list with replacement values for all items if insurance is required.

Yes Value for insurance: \$ _____
 (Excesses are applicable to all policies.)
 No

Shipment processed by XS Baggage

Accepting agent signature: _____ Date: _____

Note: All air shipments travel subject to space available and are subject to delays in transit, due to airline operational requirements.

Packing List

Item **1** _____
 Length: _____ Width: _____ Height: _____ Weight: _____

Item **2** _____
 Length: _____ Width: _____ Height: _____ Weight: _____

Item **3** _____
 Length: _____ Width: _____ Height: _____ Weight: _____

Item **4** _____
 Length: _____ Width: _____ Height: _____ Weight: _____

Item **5** _____
 Length: _____ Width: _____ Height: _____ Weight: _____

Item **6** _____
 Length: _____ Width: _____ Height: _____ Weight: _____

Declared value for customs: \$ _____

Conditions of acceptance:

- I understand it is my responsibility to declare any flammable or hazardous material and to supply information where applicable.
- I am required to supply a 'dangerous goods declaration' if such materials are in my shipment.
- I understand my items can be opened and inspected for international security purposes.
- I authorize my goods to be shipped per the standard terms and conditions of the operator of XS Baggage.
- I understand that it is my responsibility for all airport and seaport only shipments, where there are customs and airport charges payable to the destination.
- Invoices greater than USD 700 will incur the credit card surcharge of 2.5% and credit cards without a United States billing address will incur a cross-border credit card transaction fee of 1% in addition to any other applicable fees. *Please see our website for our complete payment terms and conditions as well as alternative methods of payment.
- All air shipments travel subject to space available and are subject to delays in transit due to airline operational requirements.

By signing here below I declare that I have read, understood, and fully agree with the shipping and payment terms and conditions as set forth here and on the web site <http://www.xsbaggage.com>.

Shipper's signature: _____

Date: _____