



Shipper's Letter of Instruction (SLI)

To legally handle your shipment, the fields in red are required

Date Submitted:

Valid Until:

Bill to Customer Information

Shipper (Exporter of Record)

Shipper Name:

Address 1:

Address 2:

City:

State: Zip:

Country:

Contact Name:

Phone:

Consignee (Importer of Record/Notify Party)

Consignee Name:

Address 1:

Address 2:

City:

State/Province: Postal Code:

Country:

Contact Name:

E-mail or Phone:

Pick Up Information

Same as Shipper:

Company Name:

Address 1:

Address 2:

City:

State: Zip:

Country:

Contact Name:

Phone:

Delivery Information

Same as Consignee:

Company Name:

Address 1:

Address 2:

City:

State/Province: Postal Code:

Country:

Contact Name:

Phone:

Shipment Information

Commodity: Mode:

Goods Available for pickup on: Incoterm:

Required Delivery Date (If needed): Service Level:

(LCL Ocean Freight Only) Stackable: (If Applicable) Dest Port/Airport:

Insurance Required: Freight Terms of Release:

Please Provide ECCN# (if not EAR99): Hazardous:

Schedule B Number(s):

Dims below are in

Weights below are

Ocean Containers Needed:	Quantity:	Weight (per container)
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Pieces	Type	L	W	H	Weight (per pc)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Special Instructions or Requirements:

I certify that all the statements made and all information contained herein are true and correct. (NOTE: The shipper or his authorized agent hereby authorizes Clutch Global Logistics 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. The shipper guarantees payment of all collect charges in the event the consignee refuses payment. Hereunder the sole responsibility of Clutch Global Logistics to use reasonable care in the selection of carriers, forwarders, agents and others to whom it may entrust the shipment.) A written name below constitutes an electronic signature and authorization of this document.

Name:

Title:

Tax ID: