



## SPECIALISED FORWARDING & SHIPPING CONSULTANCY

### IMPORTER

From: \_\_\_\_\_  
 Telephone No: \_\_\_\_\_ Fax No: \_\_\_\_\_  
 Reference No.: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Customs Code No: \_\_\_\_\_  
 Date: \_\_\_\_\_

### IMPORTER'S CLEARING & FORWARDING INSTRUCTIONS

To: **PATUMA FREIGHT (PTY) LTD**

HEAD OFFICE	DURBAN	CAPE TOWN
☒ 16415	☒ 16415	☒ 16415
Doornfontein 2028	Doornfontein 2028	Doornfontein 2028
Johannesburg	Durban	Cape Town
14 Crucible Road	Unit F4 35 Intersite Avenue	Unit 19 Platinum Junction
Heriotdale Ext 6	Umgeni, Durban	School Rd., Milnerton
☎ (011) 856 6600	☎ (031) 263 2970	☎ (021) 551-8424

### SHIPMENT DETAILS

IMPORTER'S SHIPMENT NO: \_\_\_\_\_ SEA/AIR PORT OF ENTRY: \_\_\_\_\_  
 SHIP'S NAME/FLIGHT NO: \_\_\_\_\_ NO. OF PACKAGES: \_\_\_\_\_  
 BILL OF LADING/AIRWAY BILL NO \_\_\_\_\_ E.T.A \_\_\_\_\_ CONTAINER/AWB NO \_\_\_\_\_  
 ADVANCED PAYMENT NOTIFICATION: \_\_\_\_\_ ARE THE GOODS NEW OR USED? \_\_\_\_\_

### DOCUMENTS ATTACHED (Mark X as necessary)

- |  |   |
|--|---|
| <input type="checkbox"/> Negotiable Bill of Lading       | <input type="checkbox"/> Supplier's commercial Invoices                 |
| <input type="checkbox"/> Non -negotiable Bill of Lading  | <input type="checkbox"/> Packing Specification                          |
| <input type="checkbox"/> Container Arrival Notice        | <input type="checkbox"/> Statement of costs and expenses                |
| <input type="checkbox"/> Certificate of Origin (DA59)    | <input type="checkbox"/> Insurance Certificate                          |
| <input type="checkbox"/> Descriptive Literature, etc     | <input type="checkbox"/> Copy of order/ indent                          |
| <input type="checkbox"/> Industrial Permit (Item 460,00) | <input type="checkbox"/> Freight invoice from forwarder / shipping line |

### MARINE INSURANCE

INSURE ON A ONE-OFF BASIS BASIS OF VALUATION       DO NOT INSURE       INSURE UNDER OPEN POLICY BASIS OF VALUATION

### DELIVERY / ON - FORWARDING INSTRUCTION

Deliver to: \_\_\_\_\_ By:  Road  Rail  Air  Other Specify

Supplier loading address and contact details: \_\_\_\_\_ CARRIER: \_\_\_\_\_  
 \_\_\_\_\_ SERVICE: \_\_\_\_\_  
 \_\_\_\_\_ INCO TERM: \_\_\_\_\_  
 \_\_\_\_\_ LCL OR FCL: \_\_\_\_\_  
 \_\_\_\_\_ RATE (If applicable) \_\_\_\_\_

### IMPORT CONTROL REGULATIONS

PERMIT NO: \_\_\_\_\_  
 ATTACH HERETO       RETURN AFTER USE  
 HELD BY YOU       SPLIT AS FOLLOWS

### VALUE ADDED TAX

VAT CERTIFICATE NO: \_\_\_\_\_  
 PAY VAT       DO NOT PAY VAT

### ACCOUNT DISTRIBUTION INSTRUCTION

DEBIT: \_\_\_\_\_ POST TO: \_\_\_\_\_

### SPECIAL INSTRUCTIONS (Specify)

### CUSTOMS ENTRY INSTRUCTIONS (Mark X as necessary)

01 PURPOSE	<input type="checkbox"/> DP	DUTY PAID/DUTY FREE	<input type="checkbox"/> IR	SCH 3 ITEM NO: _____
	<input type="checkbox"/> XDP	(Other than rebated)	<input type="checkbox"/> XIR	INDUSTRY AND USE: _____
	<input type="checkbox"/> WH	WAREHOUSING	<input type="checkbox"/> GR	SCH 4 ITEM NO _____
	<input type="checkbox"/> WE	WAREHOUSING FOR EXPORT	<input type="checkbox"/> XGR	NAME OF INSTITUTION: _____

02 DESTINATION CODE	<input type="checkbox"/> ZA	SOUTH AFRICA	<input type="checkbox"/> SZ	SWAZILAND	<input type="checkbox"/> XB	BOPJUTHATSWANA
	<input type="checkbox"/> BW	BOTSWANA	<input type="checkbox"/> NA	SWA/NAMIBIA	<input type="checkbox"/> XV	VENDA
	<input type="checkbox"/> LS	LESOTHO	<input type="checkbox"/> XT	TRANSKEI	<input type="checkbox"/> XC	CISKEI

03 TARIFF DETERMINATION      A. PUBLISHED DETERMINATION      B. UNPUBLISHED DETERMINATION

REF: \_\_\_\_\_ DATE \_\_\_\_\_

TDN NO: \_\_\_\_\_ Place of Issue \_\_\_\_\_ T/HDG: \_\_\_\_\_

04 CUSTOMS VALUATION	VALUATION CODE	<input type="checkbox"/> R	RELATED	VALUATION METHOD			VDN NO	MARK UP %	ACCEPT INVOICE PRICE
		<input type="checkbox"/> N	NOT RELATED	1	2	3			
		<input type="checkbox"/> E	EXEMPT	4	5	6			

PLEASE COMPLETE, SIGN AND INSTRUCTION FOR EVERY SHIPMENT

I \_\_\_\_\_ AM EMPLOYEE OF THE IMPORTER, CERTIFY THAT I HAVE AUTHORITY TO THESE CLEARING INSTRUCTIONS.

Signature \_\_\_\_\_