

## SENDERS LETTER OF INSTRUCTION

Sender'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: \_\_\_\_\_

**Service:**  Door to door  Door to airport  Door to seaport

Depot to airport  Depot to seaport

Shipments must be prepaid – Cash or credit cards accepted

Please debit my credit card – Type:  Visa  MasterCard

Card Number: \_\_\_\_\_

Cardholder's name: \_\_\_\_\_ Expiry date: \_\_\_\_\_

Cardholder's signature: \_\_\_\_\_ Date: \_\_\_\_\_

Insurance if required (4% of insured value nominated):

Yes Value for insurance: \$ \_\_\_\_\_

No Roll Travelsmart Solutions requires an itemized packing list with replacement values for all items. There are excesses applicable to all policies.

**Shipment processed by Roll Travelsmart Solutions**

Accepting agent signature: \_\_\_\_\_ Date: \_\_\_\_\_