

Steps to filling up Speedpost Express Consignment Note



Reg. No. 199201623M

Track this shipment via the Speedpost Web Site : <http://www.speedpost.com.sg>
or call our customer service Hotline: 1800 222 5777

ORIGIN	DESTINATION CODE
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1 Payer account number and insurance details

Charge to Shipper Receiver

Payer Account No. _____

Shipment Insurance *see reverse*


Yes Insured value (in local currency)

Cash
Nets
Credit Card

Not all payment options are available in all countries.

Shipment Air Waybill
(Non negotiable)

PX000480664SG



PX 000 480 664 SG

2 From (Shipper)

Shipper's account number _____ Contact name _____

Shipper's reference (up to 32 characters but only first 12 will be shown on invoice) _____

Company name _____

Address _____

Postcode/Zip Code (required) _____ Phone, Fax or E-mail (required) _____

4 Shipment details

Total number of packages	Total Weight	Dimensions in cm			
		Pieces	Length	Width	Height
_____	_____	_____ @ _____	x	x	x
_____	_____	_____ @ _____	x	x	x
_____	_____	_____ @ _____	x	x	x
_____	_____	_____ @ _____	x	x	x

kg gr

3 To (Receiver)

Company name _____

Delivery address _____ *Speedpost Express cannot deliver to a PO Box*

Postcode/Zip Code (required) _____ Country _____

Contact person _____ Phone, Fax or E-mail (required) _____

5 Full description of contents

Give content and quantity

6 Dutiable shipments only (WPX) (Customs Requirement)

Attach the original and two copies of a Proforma or Commercial invoice

Shipper's VAT/GST number _____ Receiver's VAT/GST or Shipper's EIN/SSN _____

Declared Value for Customs (as on commercial/proforma invoice) _____ Harmonised Commodity Code if applicable _____

TYPE OF EXPORT Permanent Repair / Return Temporary

Destination duties/taxes If left blank receiver pays duties/taxes

Receiver Shipper Other _____ *specify approved account number*

7 Shipper's agreement (Signature required)

Unless otherwise agreed in writing, I/we agree that Speedpost Express's Terms and Conditions of Carriage are all the terms of the contract between me/us and SingPost and (1) such Terms and Conditions and, where applicable, the Warsaw Convention limits and/or excludes SingPost's liability for loss, damage or delay and (2) this shipment does not contain cash or dangerous goods (see reverse).

Signature _____ Date ____/____/____

8 Products & Services

Speedpost Express

Dutiable Parcel Non-dutiable Document

Express Envelope (<200g)

Other Products _____

Domestic Other _____

Service Options extra charges may apply

Saturday Delivery Special Pickup _____

Delivery notification

Other _____

Not all products or service options are available to/from all locations

DIMENSIONAL/CHARGEABLE WEIGHT	
kg	gr

CHARGES Services	
Other	
Insurance	
VAT	

CURRENCY	TOTAL

TRANSPORT COLLECT STICKER No. _____

PAYMENT DETAILS (Card No.)

No. : _____

Type _____ Expires _____

PICKED UP BY _____

Route No. _____

Time _____ Date _____

International delivery by



For more information see Speedpost Web Site or call our SingPost Office

Origin copy

Quote this number to track your shipment

- | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>1 Payer Account Number</p> <p>2 Shipper's Account Number</p> <p>3 Shipper Contact Name</p> <p>4 Shipper Company Name</p> <p>5 Shipper Address</p> | <p>6 Shipper Postcode/ Zip Code</p> <p>7 Shipper's Phone Number, Fax or email</p> <p>8 Receiver Company Name</p> <p>9 Receiver Address</p> <p>10 Receiver Postcode/ Zip Code</p> | <p>11 Receiver Country</p> <p>12 Receiver Contact Name</p> <p>13 Receiver's Phone Number, Fax or Email</p> <p>14 Total Pieces & Dimensions</p> <p>15 Goods Description</p> <p>16 Total Declared Value</p> <p>17 Shipper's Authorization and Signature with company stamp</p> <p>18 Services</p> |
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