

SHIPPER'S LETTER OF INSTRUCTIONS



MID-AMERICA OVERSEAS, INC.
www.maoinc.com

ATLANTA • BOSTON • CHARLESTON • CHICAGO • CINCINNATI • DALLAS
DETROIT • HONOLULU • HOUSTON • LOS ANGELES • MIAMI • NEWARK
NEW YORK (JFK) • PITTSBURGH • PORTLAND • SAN FRANCISCO • SEATTLE

1a. EXPORTER (Name and address including ZIP code)		ZIP CODE
PHONE (Req. for Air Freight)		
b. EXPORTER'S EIN (IRS) NO.	c. PARTIES TO TRANSACTION <input type="checkbox"/> Related <input type="checkbox"/> Non-related	
4a. ULTIMATE CONSIGNEE		
b. INTERMEDIATE CONSIGNEE		
5. FORWARDING AGENT		
8. LOADING PIER (Vessel only)		9. MODE OF TRANSPORT (Specify)
10. EXPORTING CARRIER		11. PORT OF EXPORT
12. PORT OF UNLOADING (Vessel and air only)		13. CONTAINERIZED (Vessel only) <input type="checkbox"/> Yes <input type="checkbox"/> No

SHIPPER'S REFERENCE NO.	HAZARDOUS MATERIALS Yes No
6. POINT (STATE) OF ORIGIN OR FTZ NO.	7. COUNTRY OF ULTIMATE DESTINATION

UNLESS INDICATED TO THE CONTRARY, SHIPPER REQUESTS NOTIFICATION IN CASE OF INABILITY TO DELIVER CONSIGNMENT.

SHIPPER MUST CHECK

PREPAID	COLLECT	C.O.D. \$ _____
AIR	OCEAN	CONSOLIDATE DIRECT

ALSO REFER TO CHARGES BELOW

SHIPPER REQUESTS
INSURANCE No Yes \$ _____
If shipper has requested insurance as provided for at the left hereof, shipment is insured in the amount indicated (recovery limited to actual loss) in accordance with the provisions as specified in the Carriers' Tariffs. Insurance is payable to Shipper unless payee is designated in writing by the Shipper. If insurance is not requested Mid-America Overseas, Inc. will not be responsible for any loss or damage whatsoever.

14. SCHEDULE B DESCRIPTION OF COMMODITIES, } (Use columns 17-19)				SHIPPER'S REF. NO.	VALUE (U.S. dollars, omit cents) (Selling price or cost if not sold) (20)			
15. MARKS, NOS., AND KINDS OF PACKAGES				DATE				
D/F (16)	SCHEDULE B NUMBER (17)	QUANTITY-SCHEDULE B UNIT (S)	SHIPPING WEIGHT (KILOS)					
				CHARGES - PLEASE CHECK				
				PREPAID		COLLECT		
				DO NO ADD		ADD		
				INLAND FREIGHT				
				OCEAN/AIR FREIGHT				
				FORWARDING / HANDLING				
INSURANCE								
OTHER:								

21. VALIDATED LICENSE NO./GENERAL LICENSE SYMBOL	22. ECCN (When required)	PLEASE SIGN THE FIRST EXPORT DECLARATION IN BOX 23 WITH PEN AND INK.
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23. Duly authorized officer or employee: **Mid-America Overseas, Inc.** is authorized to act as forwarding agent for export control, U.S. Customs, and Census Bureau purposes to sign any export documents or transmit such information electronically, and to perform any act or condition which may be required by law or regulation in connection with the exportation or transportation of any goods on behalf of said Principal Party in Interest.

24. I certify that all statements made and all information contained herein are true and correct and that I have read and understand the instructions for preparation of this document, set forth in the "Correct Way to Fill Out the Shipper's Export Declaration." I understand that civil and criminal penalties, including forfeiture and sale, may be imposed for making false or fraudulent statements herein, failing to provide the requested information or for violation of U.S. laws on exportation (13 U.S.C. Sec. 305; 22 U.S.C. sec. 401; 18 U.S.C. Sec. 1001; 50 U.S.C. App. 2410).

DOCUMENTS ENCLOSED:
 COMMERCIAL INVOICE
 PACKING LIST
 LETTER OF CREDIT/SIGHT DRAFT
 OTHER:

Signature	Confidential - For use solely for official purposes authorized by the Secretary of Commerce (13 U.S.C. 301 (g)).	SPECIAL INSTRUCTIONS:
Title	In accordance with the Transportation Security Administration Indirect Air Carrier Standard Security Program dated July 31, 2010 Part 2.2.H.1, the signer hereby consents to the screening of the cargo described herein.	
Date	25. AUTHENTICATION (When required)	

NOTE: The Shipper or his Authorized Agent hereby authorizes the above named Company, in his name and on his behalf, to prepare any export documents, to sign and accept any documents relating to said shipment and forward this shipment in accordance with the conditions or 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 the Company is to use reasonable care in the selection of carriers, forwarders, agents and others to whom it may entrust the shipment.