To: Thomas Pike

Subject: Consignment of steel tubing

[Word document icons] Tariffs  Export cargo shipping instructions   Export cargo packing instructions

Dear Mr Pike

Thank you for your fax of 15 March.

The *Europe* sails from Tilbury on March 26 and will arrive in Hamburg on March 28, which appears to suit your schedule for delivery. Please note, however, that the vessel closes for cargo on 24 March.

You will see from our list of tariffs that charges are calculated by cubic metre or cubic kilogram and that we offer substantial rebates for regular shipments.

The most suitable container for your consignment would be a half-height container which is 20’ x 8’ x 4’ or, in metres, 6.1 x 2.4 x 1.3. This can carry a payload of 18,300 kg. It has a solid removable top, and will protect the metal against all elements.

I suggest that, as the consignment is to be loaded from lorry to ship and then transferred again, you should use our combined transport bill. This would cover the goods from point of acceptance to point of delivery. If you would like to go ahead on this basis, please complete the attached export cargo shipping instructions and the export cargo packing instructions and return them to us as soon as possible. Although we accept door-to-door responsibility, we would advise you to take out an all-risk insurance policy, and send a copy of this and three copies of the commercial invoice to us.

The cargo should be marked on at least two sides with a shipping mark which includes the destination port. This should correspond with the mark on your shipping documents.

I look forward to receiving your instructions.

David Muner

Customer Service Manager

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