



Shipper's Letter of Instruction

Shipper - Person or Company Tendering Freight					
Name:		Phone:()			
Address:		City:	State:	Zip:	Country:
Email:			Airport of Departure:		
Consignee - Person or Company Receiving Freight					
Name:		Phone:()			
Address:		City:	State:	Zip:	Country:
Email:			Airport of Arrival:		
Freight Service - Shipment will be transported/billed based on "Freight Service" selection.					
1. ___ Express Air Service (GCX) 2. ___ Regular Air Service(STD) 3. ___ Small Package Service(SPS) 4. ___ Ocean Freight Service					
Payment Information - How are you paying for the freight charges? (Check One Only)					
<input type="checkbox"/> Check <input type="checkbox"/> Credit Card <input type="checkbox"/> Freight Prepaid <input type="checkbox"/> Freight Collect <input type="checkbox"/> On Account, Acct # _____					
Declare value of shipment for carrier: \$ _____ Declare value of shipment for U.S. Customs: U.S.\$ _____					
Would you like to insure this shipment: Yes ___ No ___ Yes, Amount: \$ _____ If denied Initial here: _____					
Do you have an Air Way Bill Number, Air Cargo Reservation Number or Ocean Booking Number Yes ___ No ___					
List Number: _____					
Are you consolidating this shipment with other freight you have already at Amerijet (this location)? Yes ___ No ___					
Description of the Freight					
Quantity	Brief Description	Measurements (inch)			Weight
		Length	Width	Height	
Total:					
<i>If more space for dimensions is needed, please use the back of the paper.</i>					
Refrigeration Required? Yes ___ No ___ Do you have a commercial invoice? Yes ___ No ___					
Is the freight Hazardous Material? (Example: Paint, Hair Spray, Nail Polish)? Yes ___ No ___					
By signing this form I/we hereby consent to screening this shipment as per Transportation Security Administration (TSA) requirements.					
Special Instructions:					
PLEASE FILL OUT THIS FORM COMPLETELY!					
<small>Rule 110(H): Shipment, the contents of which are liable to deteriorate or perish due to change in the climate, temperature, altitude or other ordinary exposure, or because of length of time in transit, will be accepted without responsibility on the part of carrier for loss or damage due to such deterioration or perishability. Dimensions are subject to Amerijet verification.</small>					
<small>The shipper/exporter hereby authorizes iTN Worldwide to act as authorized agent for export control, U.S. Customs and Census Bureau purposes. The shipper further warrants this shipment is exempt from EEI filing under 15 CFR Sec. 30.38 and the commodities listed are NLR (No License Required) for export.</small>					
Signature Required		Print Name		Date	

Fax: _____ Address: _____
 Phone: _____ E-mail: _____ Website: <http://www.itnworldwide.com>