



REGENCY SHIPPING LTD

TEL: 0845 130 2772  
E-mail: info@rsllhr.co.uk

## MIB INSTRUCTIONS

<i>Collection Address</i>		<i>Only if collection is required</i>		<i>Airport of Departure</i>	
<i>Tel:</i>				<i>Tel:</i>	
<i>Fax:</i>				<i>Flight Number</i>	
<i>Contact Name</i>				<i>Departure Time</i>	
<i>Collection Date</i>				<i>Departure Date</i>	
<i>Collection time</i>				<i>Passenger Name</i>	
<i>Airport of Arrival</i>		<i>Delivery Address</i>		<i>Only if delivery is required</i>	
<i>Flight Number</i>				<i>Authorised Signature</i>	
<i>Arrival Time</i>				<i>Delivery Date</i>	
<i>Arrival Date</i>				<i>Delivery Time</i>	
<i>Tel:</i>				<i>Tel:</i>	
<i>Fax:</i>				<i>Fax:</i>	
<i>Special Instructions:</i>					
<i>Number of hand baggage</i>	<i>Description of Goods</i>	<i>Value of Goods</i>	<i>Insurance required</i>		

<i>Charges Payable By</i>			<i>Details If this Shipment has been subject of a quotation</i>		
<i>Collection Charges</i>	<i>Skipper</i>	<i>Consignee</i>			
<i>TIB Bond Fee</i>	<i>Skipper</i>	<i>Consignee</i>			
<i>Insurance</i>	<i>Skipper</i>	<i>Consignee</i>	<i>Issue of Customs Documents</i>		
<i>Collection Date</i>	<i>Skipper</i>	<i>Consignee</i>			
<i>Delivery Destination</i>	<i>Skipper</i>	<i>Consignee</i>			
<i>Duties &amp; Taxes at Destination</i>	<i>Skipper</i>	<i>Consignee</i>			

<i>Date Sent:</i>	<i>Signature:</i>	<i>Print Name:</i>

### Specialists in the movement of valuable commodities Worldwide

BIFA Registered Office: Temple Chambers, Temple Avenue, London EC4Y 0HP. Registered No: 3020703

Goods are accepted and business transacted under the terms of B.I.F.A. Standard Trading Conditions (2000 Edition)