

10th April, 2018

Dear Valued Customers,

We thank you for your support in our new journey as ONE.

Our analysis of first week sailings indicate that certain mandatory information not being provided from your side which led to delay in b/l preparation and release.

To enable us to serve you better, we request your good offices to provide below mentioned mandatory information as well to process your BL drafts and invoices smoothly and swiftly.

Mandatory information:

1. Shipper/Consignee/Notify : complete address/contact details
2. EORI No. (for Europe)
3. NCM code (for Brazil)
4. HTS code (for U.S. shipments)
5. GST No. and Payer party with address for all shipments without fail

These mandatory fields are highlighted in RED as below:

Street/P.O.Box (0/50)	Point and Country Origin
ZIP Code	
EORI No. (0/17) mandatory if applicable	
Notify Party <input type="checkbox"/> Same as Consignee	Service Type
* Name (0/70)	Origin : CY
	Destination : CY
Address (0/105) complete address with contact details	Purchase Order No.
Country	
City/State	Final Destination (For the Merchant's Reference only)
Street/P.O.Box (0/50)	
ZIP Code	Invoice Reference No.
EORI No. (0/17)	

Pre-Carriage by <input type="text"/>	Vessel Voyage + YM SUCCESS 134E
Mark <div style="border: 1px solid black; height: 100px;"></div>	Description * NCM Code etc <div style="border: 2px solid red; padding: 5px;"></div>

For cargoes to Egypt(including t/s), manifest should read accurate detail of shipper, consignee, notify party's detail and BL description must include weight, package and commodity for each container separately.
 The shipper will be liable for Egyptian customs penalty incurred due to insufficient data input. (Effective from 4th, April, 2013)

▶ Container Information + -

No.	Container	S.O.C	Seal No1	Seal No2	HTS Code(U.S.)
1	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="input"/> <input type="button" value="copy"/>

mandatory click on input update seal no , package info , gross / net wt

Please input HS Code , HTS Code or NCM Code if the cargo is applicable to below condition

- * HTS Code : US (T/S, Foreign cargo remaining on board, Return cargo)
- * HS Code : EU, Japan, Syria, Iran (Inbound, T/S, Freight remaining on board, Return cargo), PORT KLANG(Port of Discharging), Singapore
- * NCM Code: Brazil (Inbound, T/S, Freight remaining on board, Return cargo)

▶ B/L Information

B/L Type	<input checked="" type="radio"/> Original B/L (<input type="checkbox"/> B/L Surrender) <input type="radio"/> Sea Waybill
Freight Term	<input checked="" type="radio"/> Prepaid <input type="radio"/> Collect
Remark	<div style="border: 2px solid red; padding: 5px;"> GST NO PAYER PARTY WITH ADDRESS </div>

▶ B/L Split Information

It is possible to split B/L by submitting multiple B/L. If this B/L is for B/L split, please select 'Split'

Type of B/L	<input checked="" type="radio"/> B/L Submission (Or Amendment) <input type="radio"/> Split
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- * Sequence : If this B/L is the last submission and wish to complete the split, please select 'Last'.If not, please select 'Continue'
- * Count of B/Ls : If you know the total count of B/Ls you wish to create, please input the number.

Assuring you of our best services at all times.

For **ONE (Ocean Network Express) Line (India) Pvt Ltd**

Authorised Signatory