
Shipping with DB Schenker International

CONFIDENTIAL & FOR INTERNAL USE ONLY

As of August 13, 2013

Department: Shipping

DB Schenker is a shipping company we use for large international Shipments. This company proves to be less expensive than FedEx or UPS. Follow the instructions below for processing a DB Schenker shipment.

1. Call DB Schenker to get a **quote**.
2. Once a quote is completed you will be able to schedule a shipment over the phone. The **Quote #** must be provided on the Shipper's Letter of Instructions (SLI)
3. Enter the correct address fir the **Ultimate Consignee** (receiver)
4. Check off the **Service Requested**. Most international orders will be shipped Door to Airport. **(Door-To-Port)**
5. Check off **EXW** (Exworks)
6. Check off **Prepaid**. Do not check anything off in the Duties and Taxes section. Per our policy all duties and taxes are to be billed to the Consignee (recipient).
7. Note any special instructions and mark yes to insure the shipment. Insurance should match the customer's invoice not including freight or any other fees.
8. Enter the Length, Width, Height, weight and value of the each box. The Country of Origin is USA and the Harmonized code is 9027209000 as listed in the template.
9. Sign, Print and date this document. Make 4 copies for each box and keep one signed copy for our records.
10. Print 4 copies for each box of the customer invoice from MAS90/SAGE 100. Please see link on how to print an Invoice that has not been updated.
<http://mtc-usa.host4kb.com/article/AA-01550>

Below is the Shipper's Letter of Instructions which is also attached to this article.

DB

SCHENKER INTERNATIONAL

Shipper's Letter of Instructions SLI NUMBER

1 SHIPPER/USPPI Related Parties ACCT. NO. 443906185

COMPANY MicroSolv Technology Corporation

YOUR NAME _____ PHONE 732-380-8900

ADDRESS 1 Industrial Way West, Bld E Unit D

CITY Eatontown STATE NJ ZIP 07724

USPPI EIN 223499979

SHIPPER'S REFERENCE NO. Inv# PC#

4 SERVICE REQUESTED Quote # _____

Mark One

AIR SERVICES PORT-TO-PORT

OCEAN SERVICES DOOR-TO-PORT

OTHER _____ PORT-TO-DOOR

DOOR-TO-DOOR

Not all options are available for all services or destinations.
Standard Port-to-Port service will apply unless specified.

2 ULTIMATE CONSIGNEE ACCT. NO. _____

COMPANY _____

CONTACT NAME _____ PHONE _____

ADDRESS _____

CITY _____ COUNTRY _____

CONSIGNEE'S REFERENCE NO. _____

INTERMEDIATE CONSIGNEE ACCT. NO. _____

ALSO NOTIFY PARTY

COMPANY _____

CONTACT NAME _____ PHONE _____

ADDRESS _____

CITY _____ COUNTRY _____

5 Incoterm Mark which Incoterm applies

Ocean/Waterway: FAS FOB CFR CIF

Any Mode: CPT CIP DAT DAP DDP EXW FCA

6 BILLING AND TRANSPORTATION COSTS

FRIGHT CHARGES: Please make a selection

PREPAID COLLECT

3RD PARTY ACCT. # _____

DESTINATION CHARGES: To the consignee if not specified

PREPAID (SHIPPER) 3RD PARTY ACCT. # _____

DUTIES & TAXES: To the consignee if not specified

PREPAID - DUTIES & TAXES

PREPAID - DUTIES, BUT NOT TAXES

3RD PARTY - DUTIES & TAXES TO U.S. OR CANADIAN ACCT. # _____

3RD PARTY - DUTIES, BUT NOT TAXES TO U.S. OR CANADIAN ACCT. # _____

7 SPECIAL INSTRUCTIONS:

SHIPPER REQUESTS INSURANCE: This request for cargo insurance shall not be binding upon Schenker, Inc. unless Schenker, Inc. specifically agrees in writing to undertake the handling or transportation of this shipment at an increased rate that would include an additional cargo insurance fee. Any cargo insurance requested is subject to a liability, underwriter's approval and conditions of coverage.

NO YES \$ _____

*NCF will apply unless specified.
Shipper's Load and Count. * Liability for services may be limited. See terms on reverse side.
****USPPI authorizes Schenker, Inc. to act as forwarding agent for export control and customs purposes.

8 Shipment and Electronic Information (EE) Routed Shipment AES filer's citation: _____

Attach original and 4 copies of a Commercial/Proforma Invoice. Hazardous Materials AES exemption. Citation: _____

Information provided must match information on accompanying Commercial Invoice. SCHENKER, INC. to file the Electronic Export Information (EEI) data to AES**

| NO. OF PIECES | WEIGHT | LENGTH | WIDTH | HEIGHT | DESCRIPTION | VALUE FOR CUSTOMS (in USD)** | COUNTRY OF MANUFACTURE | CENSUS SCHEDULE B OR HTS TARIFF NUMBER | ECCN |
|--|--------|--------|-------|--------|-------------|------------------------------|------------------------|--|------|
| | | | | | | | USA | 9027200000 | |
| GOVT CONTROL AGENCY EXPORT LICENSE, PERMIT OR EXEMPTION NO. EXPIRATION DATE SME Y/N ELIGIBILITY PARTY CERT. Y/N USML CATEGORY DOTC REG # | | | | | | | | | |
| | | | | | | | | | |
| GOVT CONTROL AGENCY EXPORT LICENSE, PERMIT OR EXEMPTION NO. EXPIRATION DATE SME Y/N ELIGIBILITY PARTY CERT. Y/N USML CATEGORY DOTC REG # | | | | | | | | | |
| | | | | | | | | | |
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9 I certify that this cargo does not contain unauthorized explosives, incendiaries, or other destructive substances or items. I am aware that this endorsement and original signature and other shipping documents will be retained on file for a minimum of 30 calendar days.

IMPORTANT: All business undertaken on behalf of this transaction is subject to Schenker, Inc.'s General Terms and Conditions of Service as stated on the reverse side hereof and in accordance to the Tariffs and the most current version of the General Terms and Conditions of Service as stated on the Schenker USA website at www.db.schenkerusa.com.

THE BELOW SIGNED AUTHORIZES AND CONSENTS TO SCREENING, OPENING, AND/OR INSPECTION OF ALL CARGO TENDERED FOR TRANSPORTATION BY AIR FROM THE DATE OF THIS NOTIFICATION FORWARD, WITHOUT LIABILITY TO SCHENKER, INC. I AM AWARE THAT THIS ENDORSEMENT AND ORIGINAL SIGNATURE AND OTHER SHIPPING DOCUMENTS WILL BE RETAINED ON FILE FOR A MINIMUM OF 30 CALENDAR DAYS, AFTER ANY TERMINATION OF AN AIR CARGO BUSINESS RELATIONSHIP, AND THAT THIS DOCUMENT WILL BE MADE AVAILABLE TO THE TSA UPON REQUEST.

REPRESENTATIVE SIGNATURE: SIGNNAME X PRINT NAME: _____ DATE: _____

SLI NUMBER

GENERAL TERMS & CONDITIONS OF SERVICE

All services performed by the legal entity named on the front of this document (hereinafter called the "Company") for the Customer which term shall include the person or entity for which services are performed, its agents and/or representatives, including, but not limited to, shipper, exporter, importer, sender, receiver, consignee, consignee, carrier, secured parties, warehousemen, insurers and underwriters, intermediaries

MICROSOLV TECHNOLOGY CORPORATION
 Leaders in Separation & Purification Technologies

Phone: +1 732 380 8900 Fax: +1 910 769 9435
 Toll-free USA: 1 888 248 4972
 Click this link to [Email](#)

Attachments

DB Schenker SLI (3).pdf 0.1 Mb [Download File](#)