

## Shipper's Letter of Instructions

<b>SHIPPER</b>			<b>BOOKING NO.</b>		<b>B/L NUMBER</b>				
			<b>EXPORT REFERENCES</b>						
<b>CONSIGNEE</b>			<b>FORWARDING AGENT</b> WWLP, INC. FMC#17907NF 1540 CARLEMONT DRIVE, STE J CRYSTAL LAKE, IL 60014						
			<b>POINT &amp; COUNTRY OF ORIGIN</b>						
<b>NOTIFY PARTY</b>			<b>ALSO NOTIFY</b> <small>(Destination Office will be added here by WWLP if left blank)</small>						
			<b>INTIAL CARRIAGE</b>			<b>PLACE OF RECEIPT</b>		<b>SHIPPER EIN:</b>	
<b>VESSEL/VOYAGE</b>			<b>PORT OF LOADING</b>		<b>IS THIS SHIPMENT UNDER L/C?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO				
<b>PORT OF DISCHARGE</b>			<b>PLACE OF DELIVERY</b>		<b>DOCUMENTATION CUT DATE/TIME:</b>				
<b>MKS &amp; CTR NOS</b>	<b>VALUE</b>	<b>NO OF PKGS</b>	<b>DESCRIPTION OF GOODS</b>			<b>D/F</b>	<b>HS CODE:</b>	<b>GRS WEIGHT</b>	<b>MSRMT</b>
<b>AES FILING:</b>		<input type="checkbox"/> WWLP to File <input type="checkbox"/> Shipper to File:		<b>ITN #:</b>					
<b>COMMERCIAL DOCS REQUIRED:</b>		<input type="checkbox"/> Commercial Invoice <input type="checkbox"/> Certificate of Origin <input type="checkbox"/> Packing List <input type="checkbox"/> Other:							
<input type="checkbox"/>	WE (SHIPPER) WILL PREPARE COMMERCIAL DOCS & SEND YOU ORIGINALS TO SEND IN PKG TO CONSIGNEE								
<input type="checkbox"/>	WE (SHIPPER) WILL PREPARE & SEND ALL COMMERCIAL DOCS TO CONSIGNEE DIRECTLY								
<input type="checkbox"/>	WWLP SHOULD CREATE THE ABOVE COMMERCIAL DOCS ON OUR BEHALF & SEND TO CONSIGNEE								
<b>DOC RELEASE:</b>		PLEASE RELEASE OUR ORIGINAL COMMERCIAL DOCUMENTS & BILL OF LADING TO: <input type="checkbox"/> SHIPPER <input type="checkbox"/> CONSIGNEE <input type="checkbox"/> NOTIFY PARTY <input type="checkbox"/> DESTINATION OFFICE <input type="checkbox"/> BANK							
<b>OTHER INSTRUCTIONS:</b>									
<b>PROOF COPY:</b>		PLEASE EMAIL PROOF COPY OF B/L FOR APPROVAL TO:							

**Return by Doc Cut Date/Time to WWLP at:**  
**Email: [documentation@worldwidelp.com](mailto:documentation@worldwidelp.com) or Fax: (815) 479-9689**