



5933 NE Win Silvers Drive, Suite 301
 Portland, Oregon 97220
 503-242-1201 / F: 503-242-1712
 FMC-3132F www.allports.com

Information supplied in this Shipper's Letter of Instruction will be used for the purposes of completing the Exporter's Electronic Information (EEI) Filing.
 By submitting this information you certify it to be true and correct and are responsible for sending Allports all updated information in a timely manner. Incorrect and late information may result in a Federal Trade Regulation on-time filing violation.

BOOKING NUMBER:	<input type="text"/>
<i>Please complete and return this SLI no later than the documentation cut off as noted on your booking confirmation.</i>	

SHIPPER'S LETTER OF INSTRUCTION

1 USPPI:		4 FREIGHT LOCATION (if not box #1):		8 USPPI EIN (IRS) NO.:	
2 NOTIFY PARTY:		5 INTERMEDIATE CONSIGNEE:		9 EXPORT REFERENCE NO.:	
3 ULTIMATE CONSIGNEE:		6 STATE OF ORIGIN:		10 RELATED PARTIES: <input type="checkbox"/> Yes <input type="checkbox"/> No	
		7 COUNTRY OF ULTIMATE DESTINATION:		11 ROUTED EXPORT TRANSACTION: <input type="checkbox"/> Yes <input type="checkbox"/> No	
				12 ULTIMATE CONSIGNEE TYPE: <input type="checkbox"/> Direct Consumer <input type="checkbox"/> Reseller/Dealer <input type="checkbox"/> Government Entity <input type="checkbox"/> Other/Unknown	

DESCRIPTION OF GOODS

13 DESCRIPTION OF GOODS AS IT SHOULD APPEAR IN THE BODY OF THE BILL OF LADING:					
14 PLACE OF RECEIPT:		16 PORT OF LOADING:			
15 PORT OF DISCHARGE:		17 PLACE OF DELIVERY:			
18 GROSS WEIGHT (KG):		19 GROSS MEASURE (CBM):			
20 HAZARDOUS MATERIAL: <input type="checkbox"/> Yes <input type="checkbox"/> No					
21 SME (MILITARY USE): <input type="checkbox"/> Yes <input type="checkbox"/> No					
22 DDTC (DEPT. OF DEFENSE TRADE COOPERATION): <input type="checkbox"/> Yes <input type="checkbox"/> No IF YES, DO YOU HAVE AN ELIGIBLE PARTY CERTIFICATION: <input type="checkbox"/> Yes <input type="checkbox"/> No					
23 IF DDTC YES, DDTC APPLICANT REGISTRATION NUMBER AND QUANTITY:					

ELECTRONIC EXPORT INFORMATION (EEI) FILING DETAILS

24 COMMODITY	25 SCHEDULE B	26 DOMESTIC (D) FOREIGN (F)	27 QUANTITY IN SCHEDULE B UNITS	28 WEIGHT (KGS)	29 VALUE

30 EXPORT LICENSE NO., LICENSE EXCEPTION, DDTC EXEMPTION:		31 ECCN, EAR99 OR USML CATEGORY AND VALUE IF LICENSABLE:		32 IN BOND/FTZ/TIB OR CARNET: <input type="checkbox"/> Yes <input type="checkbox"/> No EXPLAIN:	
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Please send us your commercial invoice and packing list with container and seal numbers once available.

33 I certify that all statements and all information contained herein are true and correct. I also understand that Allports Forwarding Inc. will file the Electronic Export Information (EEI) filing with the proper authorities on our behalf. I understand that civil and criminal penalties, including forfeiture and sale, may be imposed for making false or fraudulent statements herein, failing to provide the requested information or for violation of U.S. Laws upon exportation (13 U.S.C. Sec. 305; 22 U.S.C. Sec. 401; 18 U.S.C. Sec.1001; 50 U.S.C. App. 2410). Allports Forwarding Inc. will provide the exporter with a hard copy of the EEI upon request and payment of a mutually agreed upon processing fee.

34Duly Authorized Officer or Employee: The USPPI certifies the above (34) and authorizes Allports Forwarding Inc. to act as forwarding agent for export control and customs purposes.

The Shipper or his Authorized Agent hereby authorizes the above named Company, in his name and on his behalf, to prepare any export documents, to sign and accept any documents relating to said shipment and forward this shipment in accordance with the conditions of carriage and the tariffs of the carriers employed. The shipper guarantees payment of all collect charges in the event the consignee refuses payment. Hereunder the sole responsibility of the Company is to use reasonable care in the selection of carriers, forwarders, agents and others to whom it may entrust the shipment. These commodities, technology or software were exported from the United States in accordance with the export administration regulations. Diversion contrary to U.S. law prohibited.



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1. USPPI- The person and address of the party in the USA that receives the primary benefit, monetary or otherwise, of the export transaction. Generally this is the U.S. shipper, seller, manufacturer or ordering party. (FTR 15 CFR 30.3)
2. Notify Party- The name and address of the party who should be notified of the shipment at destination, often the same party as the consignee.
3. Ultimate Consignee- The name and address of the person, party or designee that is located abroad that actually receives the export shipment. If shipping on an export license, the ultimate consignee should be the person noted on the export license. (FTR 15 CFR 30.3 (a)(3))
4. Freight Location- If the USPPI does not own or lease the facility from which the cargo is beginning its journey to the port of export, please provide the company name and address where the cargo begins its journey to the port of export. (FTR 15 CFR 30.6(a)(1)(ii))
5. Intermediate Consignee- The name and address of the intermediate consignee (a foreign agent for the principal party in interest or the ultimate consignee for the purpose of effecting delivery of the export shipment to the ultimate consignee). If shipping on an export license the intermediate consignee should be named on the license. (FTR 15 CFR 30.6(b)(2))
6. State of Origin- The U.S. state of origin is the 2-character postal code for the state in which the goods begin their journey to the port of export. (FTR 15 CFR 30.6(a)(4))
7. Country of Ultimate Destination- The country in which goods are to be consumed, further processed, stored, or manufactured, as known to the USPPI at the time of export. (FTR 15 CFR 30.6(a)(5))
8. USPPI EIN (IRS) No.- The USPPI's IRS EIN. If the USPPI has only one EIN, report that EIN. If the USPPI does not have an EIN, the USPPI must obtain an EIN for reporting to the AES. Use of another company's or individual's EIN or other identification number is prohibited. (FTR 15 CFR 30.6(a)(1)(iii))
9. Export Reference No.- The number you want Allports to refer to if we have questions.
10. Related Parties- Check "Yes" if you as the USPPI or the ultimate consignee owns directly or indirectly 10 percent or more of the other party. Otherwise check "No". (FTR 15 CFR 30.6(a)(10))
11. Routed Export Transaction- Check "No" if the USPPI or their forwarder is controlling the movement of the cargo out of the U.S. Check "Yes" if the foreign buyer's forwarder is controlling the movement of the cargo out of the U.S. (FTR 15 CFR 30.6(a)(24) /FTR 15 CFR 30.3(e) /FTR 15 CFR 758.3(b))
12. Ultimate Consignee Type- Provide the business type of the ultimate consignee. (FTR 15 CFR 30.6(a)(28))
13. Description of goods as it should appear in the body of the bill of lading- If you or your consignee has any specific requirements regarding the information in the body of the bill of lading, enter it here. We recommend that the consignee consult an import broker in the country of destination for specific import requirements.
14. Place of Receipt- City and state where the carrier receives the cargo for shipment.
15. Port of Discharge- Port where the vessel arrives and is unloaded.
16. Port of Loading- Port where the vessel is loaded with the cargo.
17. Place of Delivery- City and country or port where the carrier delivers the cargo.
18. Gross Weight (KGS)- Total weight in KGS including tare/packing.
19. Gross Measure (CBM)- Total measure in CBM.
20. Hazardous Material- Select Yes if the shipment is hazardous as defined by the Department of Transportation. Otherwise, select No. (FTR 15 CFR 30.6(a)(21))
21. SME (Special Military Use): Select Yes if the commodity is controlled by ITAR (International Traffic in Arms Regulations). Otherwise select No. (FTR 15 CFR 30.6(b)(15)(ii))
22. DDTC (Dept. of Defense Trade Cooperation)- Select Yes if the goods are designated articles on the USML (US Munitions List) for which special export controls are warranted. If yes, do you have an eligible party certification that states the USPPI is eligible to participate in defense trade? Yes or no. (FTR 15 CFR 30.6(b)(15)(iii)/ FTR 15 CFR 30.6(b)(16)(iii)/ITAR 22 CFR 120-130 and paragraph 121.1)
23. If DDTC yes, DDTC applicant registration number and quantity- DDTC registration number and quantity as defined in ITAR and/or the export license.
24. Commodity- Enter specific description of commodity.
25. Schedule B Number- The 10 digit Schedule B or HTSUSA numbers that apply to your shipment and the description of the good shipped. To find a Schedule B number, please refer to the Schedule B Search Engine found at <http://www.census.gov/foreign-trade/schedules/b/index.html> (FTR 15 CFR 30.1(c)/FTR 15 CFR 30.6(a)(13)).
26. Origin- Indicate if the goods exported are of domestic or foreign origin. (FTR 15 CFR 30.6(a)(11))
27. Quantity in Schedule B Units- The total number of units that correspond to the first unit of measure specified in the Schedule B. (FTR 15 CFR 30.6(a)(15))
28. Weight (KGS)- The cargo weight in each container including any materials to brace the load for each container.
29. Value at the Port of Export (US Dollars)- The value of the goods at the U.S. port of export in U.S. dollars. The value must be the selling price plus inland or domestic freight, insurance and other charges to the U.S. seaport, airport or land border port. (FTR 15 CFR 30.6(a)(17))
30. Export License No., Export License Exemption or DDTC Exemption- Supply the license number, license exemption or DDTC exemption number as required for AES filing purposes. (EAR15 CFR 758.1(g)/FTR 15 CFR 30.6(b)(5))
31. ECCN, EAR99 or USML Category and Value if Licensable- Report the 5-character ECCN, EAR99 if your product is not on the Commerce Control List (CCL), or for products controlled under the International Traffic in Arms Regulations (ITAR), report the 2-digit U.S. Munitions List 2 category code. (FTR 15 CFR 30.6(b)(6)/FTR 15 CFR 30.6(b)(14)(iv)/22 CFR 121)
32. In Bond/FTZ/TIB or Carnet- Select Yes if the shipment is being transported under bond, removed from the FTZ and not entered for consumption, is a temporary export including ATA Carnets. Otherwise select No. If Yes is selected, Allports will follow up for the related required details. (FTR 15 CFR 30.6(a)(22)/ FTR 15 CFR 30.6(b)(3)).
33. Certification- This section gives written certification to Allports Forwarding Inc. to effect your export in accordance to all applicable laws and regulations.
34. Duly Authorized Officer or Employee- SLI must be signed to provide written certification of the above (33).