



SHIPPING INSTRUCTIONS FOR EXPORTING A VEHICLE – PAGE 1

PART I VEHICLE INFORMATION

YEAR _____ MAKE _____ MODEL _____
VIN # _____ VALUE \$ _____
COLOR _____ STATE WHERE VEHICLE IS TITLED _____
TITLE NO. _____

PART II SENDER AND RECEIVER INFORMATION

SENDER/SELLER NAME _____
CONTACT PERSON IF COMPANY IS SELLER: _____
ADDRESS _____
STREET CITY/TOWN/COUNTRY/COUNTRY CODE
TEL _____ FAX _____ E-MAIL _____
RECEIVER/BUYER NAME _____
ADDRESS _____
STREET CITY/TOWN/COUNTRY/COUNTRY CODE
TEL _____ FAX _____ E-MAIL _____

PART III DELIVERY OR PICKUP INFORMATION

PLEASE PICK UP MY CAR FROM (CITY) _____ ON OR ABOUT _____
OR
I WILL DELIVER MY CAR TO THE WAREHOUSE OR THE PORT AT _____
FOR PORT OF UNLOADING _____ COUNTRY _____

YOU MUST ALLOW A 7 TO 14 DAY "WINDOW" FOR PICK UP IF HORIZON IS GOING TO ARRANGE FOR TRANSPORTATION TO THE PORT OF LOADING.



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PART IV PAYMENT OF FREIGHT

WHO IS RESPONSIBLE FOR PAYING THE FREIGHT CHARGES

RESPONSIBLE PARTY IS: _____

PART V MARINE INSURANCE

TO PROTECT YOU OR THE BUYER'S INTEREST, WE OFFER MARINE INSURANCE COVERING THE VEHICLE FROM POINT OF RECEIPT TO POINT OF DELIVERY.

_____ I ACCEPT VALUE OF VEHICLE FOR INSURANCE PURPOSES US\$ _____

_____ ALL RISK COVERAGE \$1000 DEDUCTIBLE COST IS 1.25% OF VALUE

_____ ALL RISK COVERAGE \$ 500 DEDUCTIBLE COST IS 1.50% OF VALUE

_____ TOTAL LOSS OF THE ENTIRE VEHICLE COST IS .50% OF VALUE

_____ I DECLINE

PART VI GENERAL INFORMATION

VEHICLES MUST HAVE LESS THAN ¼ TANK OF FUEL.

BATTERY WILL BE DISCONNECTED FOR OCEAN SHIPMENT.

ADDITIONAL CHARGES SUCH AS UNLOADING, TERMINAL HANDLING CHARGE, CUSTOMS CLEARANCE, AND DUTY MAY BE APPLICABLE AND ARE ASSESSED AT DESTINATION.

HORIZON AUTO SERVICES AND ITS REPRESENTATIVES ARE NOT RESPONSIBLE FOR VEHICLE PARTS OR ACCESSORIES, OR PERSONAL EFFECTS LEFT IN OR DELIVERED WITH A VEHICLE, UNLESS PROFESSIONALLY EXPORT PACKED. VEHICLE PARTS DELIVERED AT ANY OTHER TIME, OTHER THAN WITH THE VEHICLE, WILL ONLY BE ACCEPTED FOR SHIPMENT IF PACKING LIST PROVIDED.



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PART VII DOCUMENTS REQUIRED

VEHICLES WHERE THERE IS AN ORIGINAL CERTIFICATE OF TITLE
WE MUST SUBMIT THE ORIGINAL TITLE TO U.S. CUSTOMS

VEHICLES WHERE THERE IS A LIENHOLDER
WE MUST SUBMIT AN ORIGINAL NOTARIZED LETTER FROM THE LIENHOLDER ON COMPANY LETTERHEAD GRANTING PERMISSION TO EXPORT THE VEHICLE. A COPY OF THE TITLE CERTIFIED BY THE STATE AS AN AUTHENTIC COPY SHOULD ACCOMPANY THE ORIGINAL LETTER FROM THE LIEN HOLDER. IF YOU ARE A GOVERNMENT EMPLOYEE, YOU SHOULD ALSO SEND A COPY OF YOUR GOVERNMENT ORDERS

VEHICLES WHERE THERE IS A MANUFACTURER'S STATEMENT OF ORIGIN (SO).
WE MUST SUBMIT THE ORIGINAL STATEMENT OF ORIGIN AND THE ORIGINAL DEALER'S INVOICE.

PLEASE SEND THE ORIGINAL CERTIFICATE OF TITLE OR LETTER FROM THE LIENHOLDER AND COPY OF THE TITLE OR STATEMENT OF ORIGIN AND DEALER'S INVOICE TO OUR ADDRESS AS SHOWN BELOW, USING ONE OF THE OVERNIGHT COURIER SERVICES OR, IF YOU PREFER, BY U.S. CERTIFIED MAIL. IF SELLER/SENDER DOES NOT SEND ORIGINAL DOCUMENTS TO OUR OFFICE ADDRESS, HORIZON WILL NOT BE RESPONSIBLE FOR ANY LOST OR STOLEN DOCUMENTS AND SELLER/SENDER WILL BE REQUIRED TO PRODUCE DUPLICATE DOCUMENTS AT THEIR OWN EXPENSE.

ALL DOCUMENTATION MUST BE PRESENTED TO U.S. CUSTOMS AT LEAST 72 HOURS PRIOR TO CUT OFF DATE AT THE PORT OF LOADING. THIS IS USUALLY 2-3 DAYS PRIOR TO VESSEL SAILING.

THIS WILL SERVE AS AUTHORIZATION FOR HORIZON AUTO SERVICES TO ACT AS THE FORWARDER FOR EXPORT CONTROL AND UNITED STATES. CUSTOMS.

SIGNATURE

FEDERAL IDENTIFICATION NO.,
PASSPORT #, SOCIAL SECURITY #

DATE

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