



HOW TO SHIP BY SEA TO THE NETHERLANDS

Documentation required:

In order to ship goods from any origin in the World to Europe, the shipper always needs to book their own seafreight. From experience we know that the best seafreight prices are agreed by local agents or the exporters themselves. It is important that the exporter find the best possible agent at the departing port.

In order to customs clear the goods swiftly on arrival (without any serious delays) it is a must that the shipment is accompanied by the following documents (subject to the product and its origin):

- For products for which a Phytosanitary Inspection applies it is imperative that a correctly filled out Phyto - certificate is present, which must contain correct numbers of packages, correct weights and the correct Latin names of the products.
- Same for Eur 1 or Form A certificates, which must contain correct number of packages, correct weights and correct names of the products.
- Also, an original invoice containing the correct number of the packages, correct product description and the correct sales-price must be present. The invoice also needs to contain the terms of delivery (such as C&F Rotterdam or F.O.B. place of the departing port). NO PROFORMA invoice can be used for customs clearance.
- An original Bill of Lading needs to accompany the shipment.
- Due to the fact that as from January 1st, 2005 the computersystems of the customs authorities and healthinspectionauthorities will be connected and to avoid big problems it is very imported that all documents as above described contain the same and correct information. No correct documents and NO correct filled out documents mean that the authorities surely will reject to customs clear the consignment until the moment that new correct documents are presented. We have been reported by the authorities that copies of documents will not be accepted anymore.

How to address these documents?

The Bill of Lading needs to be addressed as follows :

Consignee:

L.B.P. – Logistic Business Partners (Rotterdam) B.V.
Honderdland 50,
2676 LS Maasdijk - The Netherlands
Attn. Mr. Marty Zuyderwijk - phone 0031 (0) 174 530541

Notify: the Importer

Why is it important that we receive your pre-advice?

In order to avoid any delays it is imperative that the suppliers (or their Agents), as soon as they have the documentation in their possession, send these documents by **fax** or **e-mail** to the following address:

L.B.P. – Logistic Business Partners (Rotterdam) B.V.
Honderdland 50
2676 LS Maasdijk – the Netherlands
Phone 0031 (0) 174 530530
Fax 0031 (0) 174 514151
E-mail : seafreight@lbprotterdam.nl or mzu@lbprotterdam.nl

Due to the fact that as per January 1st, 2005 the LBP organisation has to report to customs as well as to the health inspection authorities in advance, it is the exporters responsibility to make sure that all documents are **correctly** filled out and pre-advised by fax or e-mail to LBP.

The original documents have to be sent to LBP to the aforementioned address by courier (DHL-TNT-FEDEX –UPS) and should be in LBP's possession **latest 2 working days prior arrival of the vessel** in the port of destination.

FROM START TO FINISH

