

GENERAL INFORMATION – ESTER VIADYOY SEACARGO

1. Shipper must completely and legibly fill in the Declaration of Box Contents or the Packing List.
2. For Customs purposes, every one box should be assigned to one consignee or recipient. (i.e. 4 boxes sent should have 4 names as consignees or recipients)
3. Shipment of the following are prohibited:
 - Human Remains in Ash form
 - Valuable cargo (Money, Cheques, Gold, Silver, Tender Currencies, etc.)
 - Oxygen, Gasoline, Flammable Spirits, Oil, Matches, Air Spray, Paints Spray, Lighter, Acids
 - Scuba Oxygen Tanks, any Flammable Liquids or Solids
 - Highly perishable Foodstuffs, Unauthorized Donation Medicines, Human Organs, Illegal Drugs, Contraband items
 - Guns, Pistols, Gas Pistols, Armaments, Ammunitions, Explosives, Chemicals, Radioactive Materials
 - Goods for Commercial or Business Purposes
 - All items considered dangerous by the carrier and those prohibited by the customs law or regulation.
4. To institute the fairness to everybody, shippers are encouraged to use only the EVC standard seacargo box (Dims: L64xW44xH58 cm.) to avoid unnecessary delay in loading into the container. Loading oversized or deformed box constitute the easy breakages of the contents and a hard time to the loaders and delivery persons in the Philippines.

However, in extraordinary circumstances, when box are already packed and taped, we cannot help but accept the said box.
5. To prevent breakages during hauling, loading, unloading and delivery, pack your things into the box properly and do not over-load the box since the **capacity or strength of the box depends on the four corners and edges that will hold** when stack piled.
6. For some offshore and other outlying areas where the destination town or barrio is inaccessible by the delivery vans or delivery trucks of the domestic forwarders, shipment is possible only and after an arrangement that these cargoes will be picked up from the nearest domestic airports, ship ports and other domestic forwarding stations. It is important for our company to know ahead the exact location and condition of the aforesaid outlying areas so that before delivery is made, a telex or telegram will be sent to the consignee stating the probable date of arrival of the cargoes.
7. All shippers are reminded to honestly declare the contents of the boxes in the export declaration or packing list. The Freight Forwarder does not assume responsibility to the lost or damaged items not listed. The Freight Forwarder neither assumes responsibility to the items not properly declared upon Customs Officers examination and any problems arising therefrom shall be the sole responsibility of the shipper or sender. The freight forwarder will not cover any taxes/duties levied by the Philippine Bureau of Customs if in case any item/s found is taxable and the amount shall be charged to the consignee or shipper of goods against actual customs invoice amount paid.
8. All shippers are advised to complete the address of the consignee or recipient with *clear house number and street, barrio or barangay, zone no., phase no., area no., subdivision, subdivision no. and at least two (2) telephone numbers* for further reference. All shippers are also reminded to advise the consignee or recipient to present an ID with photo when receiving or claiming the package.
9. It has been our standing policy that in case of total lost of box or total damaged of box and the contents of which is beyond usable, please take note that unless declared and specified, the coverage amount is limited to €350, only. For box(es) whose value exceeds the said amount should be declared and an additional One (1) percent of the declared value will be charged. For partial loss, it is understood that an investigation has to be made before the assessment of the amount to be paid and our company will require the necessary receipts or proper valuation of the items lost. For insurance purposes, any complaint should be forwarded in writing within 15 days upon receipt of the cargo(es), otherwise it will not be entertained.

ESTER VIADYOY
SEACARGO, IM- & EXPORT
GURZENICH STR. 32
50667 KÖLN