



1. CLIENT INFORMATION (Name, Address, City, Country, Zip)			
2. INCOTERMS (EXW, FOB, CIF, DDP, DAP, DPU, DDP, DDP)		3. SERVICE TYPE (AIR, SEA, ROAD)	
4. ORIGIN (Country, City)		5. DESTINATION (Country, City)	
6. WEIGHT (kg, lb)		7. VOLUME (m³, cu ft)	
8. DIMENSIONS (L x W x H)		9. SPECIAL HANDLING (FRAGILE, HAZARDOUS, etc.)	
10. CUSTOMER REFERENCE		11. ORDER NUMBER	
12. CONTACT INFORMATION (Name, Phone, Email)		13. DATE OF ORDER	
14. COMMENTS		15. TERMS OF SERVICE	
16. SIGNATURE AND STAMP		17. SIGNATURE AND STAMP	
18. RECEIVED DATE		19. RECEIVED TIME	
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