

Checklist for Packing Declaration

Company Letterhead

Must have packer's full company name and physical address (company's stamp with complete address is acceptable) in English characters.

Vessel Name & Voyage Number

Must have the correct vessel name and voyage number of the shipment which the Packing Declaration relates to.

Consignment Identifier/ Numerical Link

Packer must add either of the following Consignment Identifier/Numerical links which can be matched to the consignment documents:

- Container number(s)
- Bill of Lading number
- Commercial Invoice(s)
- Packing list number(s)
- Purchase order number(s)

Question 1 – Unacceptable Packaging Material Statement

Packer may tick NO. If YES then packaging will be re-exported or destroyed at the importer's expense.

Question 2 – Timber/ Bamboo Packaging/ Dunnage Statement

Packer must tick YES if they have used timber or bamboo packaging/dunnage (eg. Pallets, cartons) or NO if timber or bamboo packaging/dunnage has NOT been used.

Question 3 – Treatment Certification (ONLY ANSWER IF TIMBER OR BAMBOO PACKAGING/DUNNAGE IS DECLARED IN QUESTION 2)

Packer may tick ONE of the following (Supplier must leave in blank if NO timber or bamboo packaging is declared in Question 2):

- Treated and marked in compliance with ISPM 15 (Note: ISPM 15 is only applicable to timber packaging); or
- Treated in compliance with Department of Agriculture and Water Resources treatment requirements (with accompanying treatment certificate); or
- Not treated

Container Cleanliness Statement (for FCL/X consignments only)

This statement is mandatory for FCL/FCX shipments

Signed, Printed Name and Date of Issue

Packing Declaration must be signed and dated along with printed name.

The below will NOT be acceptable

- Packing Declaration with erasures or alteration
- Illegible Packing Declaration