


# SHIPPERS LETTER OF INSTRUCTION

1. USSPI Name:		3. Freight Location Company Name:			5. Forwarding Agent:  10731 Walker Street Cypress, CA 90630    ☎ (949) 633-1111    ✉ info@scly.com				
2. USSPI Address Including Zip Code:		4. Freight Location Address (if not box #2):							
6. USSPI EIN (IRS) No.:		7. Related party Indicator (select one):			Related		Non-Related		
8. USPPPI Reference #:		9. Routed Export Transaction (select one):			Yes		No		
10. Ultimate Consignee Name & Address:		11. Ultimate Consignee Type (select one):			12. Intermediate Consignee Name & Address:				
		Direct Consumer Government Entity Reseller Other/Unknown							
Mode of Transport:      Ocean                  Air                  Truck                  Rail									
Shipper request cargo insurance (cargo will not be insured if "Yes" box is not checked) Yes, please insure the cargo for the declared value of: \$									
Terms of sale:    EXW    FAS    FCA    FOB    CFR    CIF    CPT    CIP    DAP    DAT    DDP    Prepaid    Collect									
13. State of Origin:					16. In-Bond Code:				
14. Country of ultimate Destination:					17. Entry Number:				
15. Hazardous Material:      Yes      No			18. FTZ Identifier:			19. TIB / Carnet:      Yes      No			
20. Domestic or Foreign (D/F)	21. Schedule B / HTS Number and Commercial Commodity Description For Vehicles: VIN/Year, Make Model and Vehicle Title Number are required	22. Quantity in Schedule B HTS Units	23. DDTC Quantity and DDTC Unit of Measure	24. Shipping Weight (in kilos)	25. ECCN, EAR99 or USML Category No.	26. SME (Y/N)	27. Export License No., License Exception Symbol, DDTC Exemption No., DDTC ACM No. Or NLR	28. Value at the Port of Export (US Dollars)	29. License Value by item (if applicable) (US Dollars)
30. DDTC Applicant Registration Number:						31. Eligible Party Certification:      Yes      No			
32. Check here if there are any remaining non-licensable Schedule B / HTS Numbers that are valued \$2,500.00 or less and that do not otherwise require AES filing.									
33. Check here if the USPPPI authorizes the above named forwarder to act as its true and lawful agent for purposes of preparing and filing the Electronic Export Information ("EEI") in accordance with the laws and regulations of the United States.									
34. I certify that the statements made and all information contained herein are true and correct. I understand that civil and criminal penalties, including forfeiture and sale, may be imposed for making false and fraudulent statements herein., failing to provide the requested information or for violation of U.S.C. laws on exportation (13 U.S.C. sec. 305; 22 U.S.C. Sec 401, 18 U.S.C. Sec 1001, 50 U.S.C. app. 2410).									
35. USPPPI E-mail Address:						36. USPPPI Telephone #:			
37. Printed Name of Duly authorized officer or employee:						39. Title:			
38. Signature:								40. Date:	
41. Check here to validate Electronic Signature. Electronic signatures must be typed in all capital letters in Box 38 in order to be valid.									
<b>INSTRUCTIONS TO FORWARDER:</b>									