



DOCUMENTS REQUIRED FOR DELIVERY ORDER RIAZEDA PVT LTD

| ON MBL DOCUMENTS REQUIRED           |   |         | ON BANK GUARNTEE DOCUMENT REQUIRED |   |         |
|-------------------------------------|---|---------|------------------------------------|---|---------|
| S.NO                                | PARTICULAR  | REMARKS | S.NO                               | PARTICULARS                             | REMARKS |
| 1                                   | OBL   |         | 1                                  | BANK GUARANTEE LETTER                   |         |
| 2                                   | INVOICE   |         | 2                                  | INVOICE / PACKING LIST                  |         |
| 3                                   | PACKING LIST  |         | 3                                  | GD COPY                                 |         |
| 4                                   | NTN COPY  |         | 4                                  | D/O Riazeda official format.            |         |
| 5                                   | GD COPY   |         | 5                                  | LOI LETTER FROM CONSIGNEE ON BOND PAPER |         |
| 6                                   | D/O Riazeda official format.                                    |         | 6                                  | B/G APPROVAL MESSAGES FROM LOAD PORT    |         |
| 7                                   | CNIC COPY VALID   |         | 7                                  | CNIC COPY VALID                         |         |
| ON BAGGAGE DOCUMENT REQUIRED        |   |         | ON SELF DOCUMENTS REQUIRED         |   |         |
| S.NO                                | PARTICULARS   | REMARKS | S.NO                               | PARTICULAR                              | REMARKS |
| 1                                   | FORWARDER LETTER  |         | 1                                  | OBL ( INCASE OF SURRENDER B/L )         |         |
| 2                                   | B/L BACK SIDE ENDORSE   |         | 2                                  | INVOICE / PACKING LIST                  |         |
| 3                                   | VALID PASSPORT COPY   |         | 3                                  | GD COPY                                 |         |
| 4                                   | INVOICE / PACKING LIST  |         | 4                                  | NTN COPY                                |         |
| 5                                   | AUTHORITY LETTER  |         | 5                                  | D/O Riazeda official format.            |         |
| 6                                   | D/O Riazeda official format.                                    |         | 6                                  | CNIC COPY VALID                         |         |
| 7                                   | UNDERTAKING (REQUEST FOR ISSUE D/O & GATE PASS ON BP)           |         | 7                                  | OWNER CNIC REQUIRED                     |         |
| 8                                   | CNIC COPY VALID   |         | 8                                  | TELEX LETTER FROM CONSIGNEE             |         |
| ON MBL SURRENDER DOCUMENTS REQUIRED |   |         | ON HBL DOCUMENTS REQUIRED          |   |         |
| S.NO                                | PARTICULAR  | REMARKS | S.NO                               | PARTICULAR                              | REMARKS |
| 1                                   | OBL TELEX RELEASE MESSAGE                                       |         | 1                                  | HBL +MBL ( IF ORIGINAL / SURRENDER )    |         |
| 2                                   | INVOICE / PACKING LIST  |         | 2                                  | INVOICE                                 |         |
| 3                                   | NTN COPY  |         | 3                                  | PACKING LIST                            |         |
| 4                                   | GD COPY   |         | 4                                  | NTN COPY                                |         |
| 5                                   | D/O Riazeda official format.                                    |         | 5                                  | GD COPY                                 |         |
| 6                                   | TELEX LETTER FROM CONSIGNEE                                     |         | 6                                  | D/O Riazeda official format.            |         |
| 7                                   | CNIC COPY VALID   |         | 7                                  | CNIC COPY VALID                         |         |
| ON CFS DOCUMENT REQUIRED            |   |         | ON SOC DOCUMENT REQUIRED           |   |         |
| S.NO                                | PARTICULARS   | REMARKS | S.NO                               | PARTICULARS                             | REMARKS |
| 1                                   | B/L   |         | 1                                  | B/L + SURRENDER                         |         |
| 2                                   | MASTER B/L SURRENDER LETTER ON CLEARING AGENT IN CASE OF NOTIFY |         | 2                                  | AGENT LETTER / CNIC COPY                |         |
| 3                                   | VALID PASPORT   |         | 3                                  | CONSIGNEE LETTER                        |         |
| 4                                   | CNIC COPY VALID   |         | 4                                  | GD COPY                                 |         |
| 5                                   | IF GIFT ( PARTY UNDETAKING )                                    |         | 5                                  | NTN COPY                                |         |
| 6                                   | UNDERTAKING OF CFS ( BOND PAPER )                               |         | 6                                  | CNIC COPY VALID                         |         |
| 7                                   | IF DIPLOMATIC CARGO/EXEMPTION CERTIFICATE REQ                   |         |                                    |   |         |

NOTE: IN CASE AFGHAN TRANSIT JAWAZNAMA REQUIRED ON COC & SOC