

How to complete an airway bill

Mailflight supply pre-printed airway bills with your company name, address and account number.

Please ensure that you sign and print your name here.

Any information printed here will appear on your invoice (up to 12 characters).

We can pre-print regular delivery addresses to save you time.

MAILFLIGHT
COURIER SERVICES

COURIER } Tick box for service required
 FREIGHT }

BILL OF LADING NO.
406099

PLEASE PRINT FIRMLY - YOU ARE MAKING 5 COPIES

SHIPPER (Consignor)
COMPANY NAME ACCOUNT No.
ADDRESS
SHIPPERS SIGNATURE PRINT NAME SHIPPERS REFERENCE

RECEIVER (Consignee)
COMPANY NAME
ADDRESS (P.O. Box No's MUST be accompanied by a Telephone No.)
TOWN/CITY POST CODE COUNTRY
TEL FAX
ATTENTION OF

PLEASE SIGN YOUR BILL OF LADING ALL WEIGHTS SUBJECT TO CORRECTION

RECEIVED IN GOOD ORDER BY:
SIGNATURE PRINT SURNAME TIME P.M. A.M.
DATE

FULL DESCRIPTION OF GOODS (Pro-forma invoice for non-document shipment)
COMMODITY REASON FOR SENDING ORIGIN

RECEIVED FOR MAILFLIGHT BY TIME DATE

THANK YOU FOR USING MAILFLIGHT COURIER SERVICES

Non-negotiable consignment note subject to Conditions of Carriage shown on reverse side of Customer Copy

Operations Office Heathrow
Mailflight Courier Services Ltd,
Unit 2, Dockwells Estate, Central Way, N. Feltham Trading Estate,
N. Feltham, Middlesex TW14 0RD
Fax: 0181-893 1459 Website: www.mfcourier.com. Tel: 0181-893 1477

Reg. Office: Walseley Road, Woburn Road Industrial Estate, Kempston, Bedford, MK42 7UA, England. Telex 826636 Fax 01234 841041 Telephone 01234 840222

NO. OF PIECES
WEIGHT Kgs
VALUE FOR CUSTOMS
QUOTE REF. Q

PLEASE CONFIRM AVAILABILITY OF SERVICE

9 AM		SATURDAY
10:30 AM		SAMEDAY
AM		OTHER: PLEASE SPECIFY

THIS CONSIGNMENT WILL BE SENT AS A STANDARD DELIVERY UNLESS OTHERWISE INDICATED.

Our driver will complete this box and leave the top copy with you as your receipt.

If you are given a special quote, please enter the reference number to help ensure correct billing.

To aid prompt customs clearance, please complete this box. A pro-forma invoice must accompany non-document shipments to non-EC countries.

Please inform us of any special requirements at the time of booking whenever possible. This will enable us to make any necessary arrangements in advance.