



Limajari cargo
Freight forwarding • Packing • Shipping



Dear clients and friends,

We have prepared for your attention a list of critical points to follow and respect from the opening of the dossier with us until the shipment of your container. Even though we have been working together for years, please take the time to read it as it aims to facilitate the various stages, minimize the risk of errors, and thus increase the quality of our work, ...and your imports.

For several years now, Indonesian customs have changed the export procedure. We must now obtain their approval BEFORE the container passes through the port, and therefore submit the exact details of the goods on the same day/evening of loading.

Any delay will prevent the container from entering the port, resulting in truck immobilization fees, plus the risk of missing the scheduled shipment to Surabaya.

Any modification of the goods' details after the container passes through customs (except for declared values) will be penalized by Indonesian authorities with a fine of Rp 5,000,000.

It is therefore important to respect the various steps outlined below so that all goods are ready, retrieved, identified, and packed at least one day before the container is loaded.

PROCEDURE TO FOLLOW:

1/ Opening of the dossier:

For the opening of your dossier, we require the following exact and complete details:

- Consignee (address, contact, telephone, fax, mobile...)
- Forwarder (same)
- Your address and mobile number in Bali, with access map to the house or hotel if we need to retrieve goods from there.

2/ Supplier Invoices:

Each invoice must include:

- Name, address, and telephone number (which may not always appear on their invoice). If necessary, bring one of their business cards.
- Your name/company name on the invoice. Always use the same name on all invoices. Do not use only first names like "Jean" or "Eric" as this can lead to confusion.
- Date when the goods will be ready.
- Deposit amount and balance due.
- Number of items (pieces, pairs, square meters, sets, etc.).
- Description of the goods. Do not use merchandise codes without description.
- Composition. Clearly state the material compositions, especially for clothing items.

- Unit price and total price.

The invoice must be clear, explicit, and legible. Ensure that all details are included and double-check the total amount against the ordered items. These invoices will serve as the basis for generating the final invoice for customs upon arrival, so it is essential to avoid errors from the beginning.

All supplier invoices must be submitted to the office before pickup. If you wish to conduct a quality check, it must be done at the supplier's premises and before handing us the invoices. Under no circumstances should these invoices be given to the driver or warehouse.

Please inform us if you will have gazebos, wooden houses, parquets, pool decks, etc. These goods require a special license that we will need to purchase on your behalf from a local manufacturer.

All goods that we need to retrieve must be accompanied by either a supplier invoice or a comprehensive list on white paper (goods for which the invoice is lost, list of personal effects, etc.).

Note: In the case of exceptionally heavy goods (individual weight exceeding 300 kg), we will be required to rent a forklift during pickup from the supplier, and this rental cost will be invoiced to you.

3/ Packaging:

If there are any specific information or instructions, please communicate them to us when you hand over the invoices at the office.

4/ Pre-packaged Goods:

In the event that the goods arrive already packaged (either by you or the supplier), please ensure that an invoice/packing list has been issued and that it matches your order. Please provide it to us along with the goods.

5/ Container Loading Date:

It is common for suppliers to experience delays in production. It is crucial to take this into account when reserving the container and to allow for at least one week of buffer between the expected/departure dates and the loading date. We will also need time to pick up and pack the goods.

Last-minute pickups often result in errors and panic. We remind you that containers must be sealed on the evening of loading (except for certain exceptional cases for 40' containers only).

6/ Loading Instructions:

Please provide us with your loading priorities in order of importance in case not everything fits or if a particular order must be loaded urgently.

If the container is not full and you wish to add more goods, please ensure that they are prepared and available for immediate pickup, packaging, and loading.

7/ SGS-Veritas-Sucofindo:

Some destinations, particularly in Africa or South America, require a pre-shipment inspection for which an advance invoice must be issued. This invoice, which includes all purchased goods (not necessarily received or packaged yet), will serve as the basis for obtaining an inspection order/FRI. It will then be modified and adjusted based on what is loaded into the container. Like other invoices issued during loading, it will not be modifiable afterward.

8/ Fumigation:

Please specify if you require a "double dose" fumigation. We remind you that containers destined for Australia require a specific type of fumigation. Similarly, containers bound for Canada and the United States, among others, may require a paid phytosanitary certificate.

9/ Moisture Absorbers:

They are available upon request at the opening of the dossier and are used to reduce the risk of moisture in the container. They cost USD 10.00/pc. We recommend a minimum of 4 per 20', 8 per 40', and 10 per 40'HC. Pay attention to the rainy season from October to February.

10/ Commercial Invoice / Packing List:

Please provide all information regarding the prices of the goods to be declared, the currency, and optionally the exchange rate to be applied. Personal effects must be declared with a minimum customs value. Used personal clothing, if in small volume, may be loaded without declaration. Please specify this.

11/ Quality Control:

We do not offer this service as part of our provisions. This is carried out by a commercial agent. Due to space constraints in warehouses, this must be done directly at the supplier's premises before pickup (the same applies to catalog photos or order referencing, or sub-customer referencing).

12/ And finally...

We remind you that further information is available near the receptionist at the entrance of the office. This includes laws concerning:

- Shoes (pictograms)
- Lamps (electrical wiring)
- Toys (CE marking)
- Seashells (some are prohibited for purchase and sale, as well as ivory)
- The use of the term "Viscose" instead of "Rayon" and the necessity for the declared composition to match the actual composition used.
- Etcetera.

We hope that this information will facilitate the smooth running of operations. It is in this spirit that they are provided to you.

Thank you for your support and understanding.

Best regards,

The WCP team

