

ONE-OFF QUESTIONNAIRE

1. What is the **name of the client** (preferably business name)?
2. **What cargo** is being conveyed?
3. Is the cargo **new or used**?
4. Does the cargo **belong to the above client**?
5. What **means of conveyance** will be used for the complete trip (sea, air, rail, road, post or a combination of the aforementioned)?
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6. **From where to where** will the cargo be conveyed?
7. What is the **value of the cargo**? (include freight costs, duties, taxes, insurance costs)
8. How are the goods **packed**?
9. How are the goods **stowed**?
 - (a) **FCL** structurally **fully enclosed** container:
 - (b) **FCL** open **top / sided** container:
 - (c) **LCL** structurally **fully enclosed** container:
 - (d) **LCL** open **top / sided** container:
 - (e) **Break** bulk:
 - (f) **Bulk**:
10. What **incoterms** apply (terms of sale)?
11. Will there be any **transshipments** other than customary?
12. What risk and **control management measures** will be applied to ensure the goods arrive at the destination safely?
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Signature of insured: **Date:**

