

Headquarters at: 4221 Business Center Dr., #5 & 6 Fremont, CA 94538 Toll Free# 1-800-353-5128 Fax# 1-800-353-5132 Direct Tel# 510-743-3300 Email: info@sky2c.com

To book your shipment, kindly provide us the following details:

1.	Complete Name of Person who is shipping (same as it appears on the Passport). If married, provide your & spouse name:			
2.	Address where goods are to be picked up (advise if goods are located upstairs or ground floor. If upstairs, is there elevator access?			
3.	Your Tel No. &/or any other No. (e.g. Cel#):			
4.	Your address at destination (if you don't have address right now, just provide us a c/o address):			
5.	Tel No. or any other contact number where we can contact you at destination:			
6.	Your Email address where we can always reach you:			
7.	Mode of shipment (via AIR or OCEAN):			
8.	INSURANCE – YES or NO (if yes, than give us list of contents with valuation within 7 days from the date of pickup)			
	YES NO			
9.	Date you would like us to pickup:			
10	. Total Number of boxes to be picked up (atleast an approx count):			
11	. Size of boxes (if available):			
12	. Weight for each box (specify if any of box is more than 70 lbs in weight)			

		ou want any helper at the time of pickup? (We highly recommend to ask re heavy / too far from parking / upstairs with no elevator)	
YES	NO		
14. Are you packing all the boxes? If not, let us have list of items that you wish us to pack.			
15. Advise us yo	our arrival date	at destination, to make sure that shipment lands only on/after that date:	

Please furnish us above information in order to make appropriate arrangements.