«TableStart:Q1»**Freight Transport Ltd**

**Units C3-C5, Railway Triangle Industrial Estate**

**Walton Road, Cosham, Portsmouth PO6 1TQ**

**Tel: +44 (0)2392 324213 Fax: +44 (0)2392 210324**

**Fax Transmission**

|  |  |
| --- | --- |
| **From:** | «FromName» |
| **To:** | «Transporter» |
| **Date:** | 13/03/2016 |
| **Pages:** | 1 |

«OpeningPara»

|  |  |
| --- | --- |
| **Our Ref:** | «RJobNo» |
| **Trailer:** | «RJobVehNo» / «RJobTrailerNo» |

Total of «NumShipments» shipments from «NumColPoints» collection points starting to load on «StartDate» as follows: «TableStart:Q2»

|  |  |
| --- | --- |
| **«CollSeqNo») Collect From:** |  |
|  | «CustAddr»  «CustAddr2» «CustAddr3»  «CustTown» «CustPC» |
|  | «CustGenNotes» |
| **Telephone:** | «CustPhone» |

«TableStart:Q3»**(«JobLLineLetter») Order:** «OrdCustOrd» for «ConsignName»

**Ready:** «AvailDate» «AvailTime» **Driver Quote Collection Ref:** «OrdSuppRef»

**Deliver To:** «DPName», «DPTown»

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| «TableStart:Q4»«OrdLQty» | «BSize» | «OrdLDesc» | «OrdLWeight»kg | «OrdLNumPallet» «PalletType»«TableEnd:Q4» |

**Delivery Schedule**

Order: «JobLetters»

Delivery Date: , Ref:

Deliver To:

, , , ,

«DPNotes»

\_\_\_\_\_\_\_\_\_\_\_\_

«TableEnd:Q5»

**IMPORTANT : IF, WHEN LOADED, THE VEHICLE/TRAILER/CONTAINER HAS TO PARK OVERNIGHT FOR ANY REASON, ALWAYS PARK IN A SAFE/SECURE LORRY PARKING AREA.**

**For security reasons deliveries must only ever be made to the exact delivery address stated on this instruction. If the driver is asked by anyone to deliver to any other address they must absolutely refuse and we must be contacted immediately for verification.**

**Pour des raisons de securite, les livraisons doivent imperativement etre effectuees aux addresses exactes donnees sur nos instructions. Au cas ou quiconque demande a un chauffeur de livrer a une autre addresse, meme tres proche, le chauffeur doit absolument refuser et nous contacter immediatement pour verification et notre accord.**

Regards,

«FromStaff»

«TableEnd:Q1»