



UNIVERSAL RELOCATIONS

the 'ONE-STOP' relocation service

SINCE 1998



GLOBAL REACH.
PERSONAL TOUCH.



SHIPPING INSTRUCTIONS LCL / FCL SHIPMENTS – INDIA IMPORT



1 BILL OF LADING (BL) DETAILS



SHIPPER:

- Client Name
(as per Passport)
- Origin Address



CONSIGNEE:

- Client Name
(as per Passport)
- C/O Universal Relocations India Pvt. Ltd.**
- No.236, Purva Primus
Okkiyam Thoraipakkam
Old Mahabalipuram Road (OMR)
Chennai, Tamil Nadu – 600097



NOTIFY PARTY:

- Universal Relocations India Pvt. Ltd.**
- No.236, Purva Primus
Okkiyam Thoraipakkam
Old Mahabalipuram Road (OMR)
Chennai, Tamil Nadu – 600097
- POC:** JaiHari
- Email:** india@universalrelocations.com
- Phone:** +91 9841438630

2 DOCUMENTS REQUIRED



- ✓ Customer's contact details in India
- ✓ Bill of Lading - Express Release
- ✓ Packing List (in English)
- ✓ Indian Passport copy

ADDITIONAL REQUIREMENTS

- ✓ If the client is a foreign passport holder:
OCI Card or Residential Permit/Work permit
- ✓ If the client is a Diplomat:
Original Duty Exemption Certificate
issued by the Embassy

3 BL DESCRIPTION



USED HOUSEHOLD GOODS AND PERSONAL EFFECTS

GST: 33AABCU0899H1Z7
IEC: 0409014133



4 IMPORTANT NOTE (CUSTOMS – INDIA)



- Client presence in India is must for customs clearance.
- Original passport is mandatory.



For Foreign Passport Holders:
Original OCI Card / Work Permit /
Residence Permit required.

5 CHARGES CLARIFICATION



PLEASE CONFIRM IN ADVANCE:

Who will pay:

- ✓ SSL Charges
- ✓ Customs Duty (if applicable)
- ✓ Port Charges (if applicable)



SERVICE COMMITMENT

- ✓ Smooth Customs Clearance
- ✓ Professional Handling
- ✓ Reliable Delivery



OUR LOCATIONS
(INDIA)



BANGALORE



CHENNAI



DELHI



HYDERABAD



MUMBAI



customs@universalrelocations.com



www.universalrelocations.com



SCAN TO KNOW
MORE ABOUT OUR
SERVICES



SAFE • RELIABLE • ON TIME – EVERY TIME