

Freight Forward Request Form



Date: _____ Tel: _____

From: _____ Fax: _____

Company: _____ Email: _____

Pick-up
from:
(Physical
address) _____

Contact: _____ Department: _____ Tel: _____

Change
account no: _____ Order / Reference no: _____

Description of goods: _____
No of
packages /
items: _____ Goods ready
for collection: _____ Am/pm _____/_____/____

Special Instructions: _____
Deliver to:
(Physical
address) _____

Attention: _____ Tel: _____

Note:

- If a non pick-up occurs due to freight / items not ready as stated above, a non pick-up charge will apply.
- An order / reference number must be supplied to action the freight forward pick-up and delivery.
- A completed Retko consignment note must be used to accompany all Retko Haulage freight.
- All services subject to availability and notification time.