

## **Section 6 - Forms**

This section contains various forms used for shipping goods as per this tariff.

Form 1      Invoice / Bill of Lading

A 6 part form used for billing purposes as well as a movement document for transportation of freight shipments. It includes the contract between the shipper and Coastal Labrador Marine Services with the terms and conditions of carriage.

Form 2      Release of Liability (lifted vehicle)

A form which must be signed by the customer prior to lifting his/her vehicle onboard ship.

Form 3      Release of Liability (loading/unloading customer vehicles)

A form which must be signed by the customer prior to Coastal Labrador Marine Services personnel loading or unloading customer vehicles beyond the tailgate of the unit.

Form 4      Delivery / Landing Record

An internal form used to deliver freight to the customer where the proper documentation (bill of lading) has been separated from the shipment.

Form 5      Vehicle Inspection Report

This form is used by the checker or wharfinger as a checklist for noting existing damages to vehicles shipped. A copy of this form is kept on file at Lewisporte and Goose Bay to confirm exceptions on delivery.

Form 6      Coastal Shipment Claim Form

This form is to be completed by a customer making a claim for loss of or damage to goods. The claim is to be forwarded to the Claims department at Lewisporte along with supporting documents, ie Invoice cost of goods lost, and consignee/shipper copy of the bill of lading.