



The Pontifical North American College

00120 Vatican City State, Europe

SHIPPING FORM

The College's internal Shipping Agent, Mr Marco Mandelli, of Futura Cargo International Srl, will provide a door-to-door service, with pick-up from the venue you will indicate. Please complete accurately the form and send it to Mr Mandelli by email: pnac@futura-cargo-international.it

SENDER		<i>Full Name</i>					
DELIVERY TO		Name & Surname _____					
		Address _____					
		Town _____		State _____		Zip _____	
Additional Information:							
Date of pick-up (mm/dd/yy)				Tel No.			
				Email			
<i>If you are sending Personal Items, such as clothes, books, toiletries, etc. please mark them: "Personal Items – No Commercial Value – Not for Resale"</i>							
Box No. # / #	Weight (specify LBS or KILO)	Size (specify INCHES or CM)			Value US \$	Content Description	enter YES if Not for Resale No Commercial Value
		L	W	H			
							TOTALS

PACKING AND LABELING INSTRUCTIONS:

- **ALL BOXES TO BE NUMBERED: # / #** (e.g. if you are sending 5 boxes: 1/5, 2/5, 3/5 etc) - **LABEL:** As soon as Mr Mandelli receives your email, he will send you the **Air Waybill (AWB): print it and stick a copy onto each item/box.**
- **TRACKING:** The AWB number will enable you to track delivery of the shipment.