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@futuracargointernational.it**

SENDER	*Full Name*		
Pick-up Address	Address 1 _____ Address 2 _____ Town _____ State _____ Zip _____		
Additional Information:			
Date of pick-up (mm/dd/yy)		**Tel No.**	
		Email	

If you are sending Personal Items, such as clothes, books, toiletries, etc. please mark them: "Personal Items – No Commercial Value – Not for Resale"

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**

DELIVERY TO:	***Full Name of Recipient/Addressee***	
	Pontifical North American College **00120 Vatican City State, Europe**	

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.