

Pick-up Service Authorization Form (Taiwan)

1. If the information you provided is completed, the Company (S.F. Express) will pick up and send the shipment directly based on the information provided without any further confirmation.
2. If the information you provided is incomplete, the Company (S.F. Express) will contact you to check the information only for the parts that affect the shipment export. It is the responsibility for you and your consignee to confirm the rest of the information. The Company (S.F. Express) will provide the delivery service based on the actual content of the shipment provided from your consignee.
3. If the shipment content provided by your consignee is not matched with what you filled in, you agree that the Company (S.F. Express) has no obligation to check the information and you will bear all the damages and costs caused.

Example: Assignor informed the Company (S.F. Express) that a shipment weighted at 10 kg, but there is a weight discrepancy on the shipment that the assignor passed to the Company (S.F. Express). If the Company (S.F. Express) found this situation before exporting the shipment, the Company (S.F. Express) will contact the assignor and ask if he/she would agree to ship this shipment. If yes, additional shipment orders must be placed. If not, the extra amount of shipment will be returned and the delivery charge will be responsible by assignor.

If assignor discovers the weight of shipment is not matched with that written on the collection form when receiving the shipment, assignor should be responsible for the delivery charge based on the actual weight of shipment.

※ I understand and agree to be bound by the terms and conditions of S.F. waybill:

Signature: _____ (Handwritten signature is necessary).

Please fill in the actual weight of shipment in order not to affect the transit time of shipment.

1. Details of assignor (sender) : (*Must be completed)

Assignor company name (Full Name) : _____ Assignor (Full Name) : _____

Telephone : _____ Ext. _____ Contact Person (Full Name) : _____

Mobile* : _____

Collection address : _____

Export declaration : 1. Product Category* Sale Sample (Please tick)

2. Declaration Method Simple

Simple declaration (Extra service fee of NT\$100)

Formal (Extra service fee of NT\$500)

(For goods valued at NT\$ 50,000 or more, formal declaration is obligated.)

Formal declaration for Chinese import : Yes No

※ If application for entry is required (formal / simple) please attach 「 application for export entry 」

2. Details of consignee (collection)

Date & Time : _____ (m) _____ (d) _____ :

Consignee company name (Full Name) : _____

Collection address (Taiwan) : _____

Tel : () _____

Contact Person (Full Name) : _____

3. Details of receiver (delivery)

Company name of receiver (in Chinese) : _____

Delivery address : _____

Tel : _____

Contact Person (Full Name) : _____

<p>4. Details of consigned good :</p> <p>Total value (please use US\$) : USD _____</p> <p>Number of item(s): _____</p> <p>Item name _____</p> <p>Actual Weight (approx.) : _____ Kg</p> <p>Volumetric weight (approx.) : _____ Kg</p> <p>※ Assignor should contact with consignee properly, the description of shipment for pickup should be in accordance with this form. If export details are different from actual collection, the Company (S.F. Express) has no obligation to check the details of the goods.</p>	<p>5. Payment Method :</p> <p><input type="checkbox"/> Sender <input type="checkbox"/> Recipient</p> <p><input type="checkbox"/> Third Party (Please fill below fields)</p> <p>Account Number : _____</p> <p>Company Name : _____</p> <p>Contact Person : _____</p> <p>Contact No. : _____</p>
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1. This Company will charge the freight charge in accordance with actual packaging and goods upon collection. For light goods, it is calculated in accordance with the volumetric weight which follows IATA's regulations and market norm as follow: The volumetric weight is compared with the actual weight of the shipment to ascertain which is greater; the higher weight is used to calculate the freight charge. Weight measured at service center shall prevail.
2. Please make sure the goods is ready at the time you submit collection form, we will not wait if the goods is not ready for collection and will terminate the service if it is too late.
3. Cut-off time for authorized collection: Monday to Friday 16:00, Sat 12:00. Service is suspended on Sunday and Public Holidays. If pickup address located in Taiwan Remote Area, pickup service will not be provided if assignor is not located in Taiwan. Customer are suggested to contact S.F. Express (Taiwan) hotline 0800 088 830 to arrange pickup directly. (For details of Taiwan Remote Areas, please visit S.F. Express (Taiwan) official website)
4. We will call you back within 30 minutes after receiving the information and arrange courier to collect from consignee.
5. Fuel surcharge is imposed on all shipments shipping from Hong Kong / Macau / Taiwan to Mainland China, Hong Kong, Macau and Taiwan.

【please fill in information 1~5 in detail and leave your emergency contact mobile number, if the information is not completed correctly, we will not be able to arrange pickup and export】

Express Waybill Terms and Conditions

1. Conclusion of agreement, jurisdiction and severability:

- This waybill is limited to express parcels from Taiwan.
- This Agreement shall be concluded upon signature of Consignor. Parties to this Agreement are S.F. Express (Taiwan) Limited and consignor. Parties consent to the jurisdiction and interpretation of the laws governing the place where the parcel was dispatched and consent to be bound the appropriate court's decision.
- This Agreement and other original documents relating to the carriage constitute to complete and exclusive agreement between Parties. Should any of the clause contained herein is invalid, it does not affect the validity of the rest of the Agreement.

2. Following items will not be accepted:

- AWB exceed 70 kilogram, or single parcel exceeding 200cm x 80cm x 70cm.
- Hazardous, dangerous or restricted goods as declared by IATA and ICAO.
- Goods which fail to meet relevant customer requirements.
- Goods deemed unsafe or illegal by this Company (including but not limited to: cash, blank negotiable promissory notes, stamp, antique, precious commodity and mineral, animal, human body, erotic items, medicine, liquid and white powder-substance).

3. Consignor is liable to compensate this Company if it/he/she behaves contrary to the law or following undertakings:

- Consignor undertakes that the content of the waybill is complete and accurate, including but not limited to the description of the goods, Consignor and receiver's address and contact details.
- Consignor undertakes the label of the goods is complete and accurate and that is suitably package for safe carriage under reasonable care.
- Consignor undertakes that the goods to the delivered is in line with custom, import and export regulations and other regulations.
- Consignor undertakes the waybill is signed by the Consignor or agent duly authorized and that this Agreement is binding on the Consignor.

4. Delivery, dispatch and impossible dispatch:

- Consignor accepts all route and changes thereof, including all possible transit stations.
- Express goods will be dispatched to receiver's address as provided by Consignor, but it may not be the receiver him/her/itself: if the given address is residential, any person living under same roof shall be deemed as receiver; for any other addresses, person in control of such place shall be deemed as receiver; if the address contains a centralized collection point, the goods will be dispatched to such point.
- This Company will notify the Consignor in one of the following circumstances and place the goods in accordance with Consignor's instructions and therefore Consignor will be liable for any costs incurred as a result thereof; if Consignor fails to give any instructions, this Company have the right to deal with the goods and will not be held liable by Consignor or any other person, but the charges will be returned to the Consignor after all related costs has been deducted: Customs are in the view that the goods is under cleared; unable to reasonably confirm or locate receiver; receiver refuse to accept the goods or pay the delivery costs.
- If it is agreed that the charge to be paid by the Consignor, Consignor may amended it for the receiver to pay within seven days of the delivery and make payment of admin costs of US\$2.7 to this Company. This clause is not applicable where the receiver has already made the payment for costs of delivery costs.

5. Costs and right of retention:

- The delivery costs will be calculated on the actual weight and size of the goods, whichever is higher. Formula for kilograms per items bigger than 6000 cubic centimeters are: $\text{weight} - \text{length (cm)} \times \text{width (cm)} \times \text{height (cm)} / 6000$
- This Company provides services to Consignor and is entitled to complete all documents, amendment produce or service reference on behalf of the Consignor and make provisional payment for custom taxes in accordance with law.
- Consignor may have different payment instructions, but if the Consignor do not honor its/his/her payment obligations, Consignor will be liable for all the costs related to this waybill, including but not charges relating to delivery, storage, and any provisional payments made by this Company.
- If Consignor did not make any of the payment in full, this Company has the right to retain the delivery goods and notify Consignor or receiver to settle the account within 3 months (counting from the date of delivery); if the payment still not made after the prescribed period, this Company has the right to the sell the goods and enjoy the preference toward the proceeds thereof.

6. Currencies:

- This company publishes currency standards regularly in accordance with People's Bank of China and Currency Trading authorities. In case where it is necessary to change currencies, it will be calculated in accordance with such standard.

7. Indemnity:

- This Company will not be held liable for any loss and damages beyond this Company's control, these include: natural disaster such as earthquake, tornado, storm, flood, fog, war, air crash or prohibitions; defects of the item (whether or not it is to the knowledge of this Company); riot or civil unrest; conduct by persons who is not employee or does not have working relationship with this Company such as Consignor, receiver, third party, custom or other government officials; labor issues; electronic damage or deletion for electronic image, sound, data or records.

8. Limitation of liabilities:

- If the delivery address falls within different jurisdiction to the dispatch or transit address; if Warsaw Convention is applicable, it will be applied to this Company's liability for loss and damage of the parcel. If the Warsaw Convention is not applicable, this Company's liability for any express parcel may not exceed US\$20 (if such parcel falls in the category of documents) or US\$100 (if the parcel is goods).
- Liabilities of this Company in favor of the Consignor under this Agreement are limited to direct losses and may not exceed contents of this Agreement. This Company will not be liable for any other losses such as, including but not limited to, profit, income, interest and future businesses, whether or not these losses are special or indirect and whether or not this Company is made aware of these losses before or after accepting the goods for express carriage.
- One good is limited to one claim, and such claim will be deemed to be the full and final settlement of all losses. If Consignor is in the view that compensation contained herein is not enough to cover its/his/her losses, Consignor should purchase insurance on the parcel IT/HIM/HERSELF. Losses incurred toward the goods with insurance will be compensated in accordance with the insurance clause. This Company will not be liable for any other losses or indirect losses suffered by the Consignor.
- Any claims must be forwarded to this Company in writing within 30 days after this Company accepted the express goods, failing which this Company will not be liable.

9. Collection of Personal Information

- Your personal data (including but not limited to, name, telephone number and email address, etc) provided will be assumed by S.F. Express for the purposes of managing a chorological services achieve; conducting of information analysis and survey, courier business, marketing & promotion; notification of event and other related cooperative services purposes.
- S.F. will maintain, handle and employ your personal data provided in form of hard copy, electronic files or other appropriate way which is scientifically and technologically available contemporary for the purposes only as stated above and within the scope of services of S.F. where deems necessary.
- You have the right to (1) make enquiry or examine (2) make copy (3) supplement or correct (4) request for cessation of maintaining, handling and employing of the personal data or deletion of the same. S.F. shall not be liable and responsible for any compensation whatsoever in the event your rights are being impaired as a result of your exercising of the aforementioned rights.
- If you have any enquiries, please contact 852-2730 0273.