




## Form 2 C - Container Loading Confirmation Form

Please duly fill the details in the below form.

### Factory Contact Details

|                                       |                | In English | In Chinese |
|---------------------------------------|----------------|------------|------------|
| Factory Name (供应商)                    |                |            |            |
| Factory Contact Person(工厂名字和地址(装柜地址)) | Name           |            |            |
|                                       | Email          |            |            |
|                                       | Phone          |            |            |
|                                       | Mobile         |            |            |
| Container Loading Location (装柜地址)     | Address        | Door       |            |
|                                       |                | Street     |            |
|                                       | Landmark       |            |            |
|                                       | City           |            |            |
|                                       | State/Province |            |            |
|                                       | Country        |            |            |

### Container Loading Details

|  |             |
|--|-------------|
| Loading Date   |             |
| PO #   |             |
| Style #  |             |
| Product Description  |             |
| Container Loading Type   |             |
| Order quantity   |             |
| Offered Quantity   |             |
| How many containers(几个柜子)  |             |
| Container Type(柜子型号)   | Others      |
| Shipping liner seal will be available at the time of loading?(班轮密封将在加载的时候?)<br> | Yes      No |
| Closing container on same day(at the time of Inspection) ? 在当天收盘容器 (在检验的时候) ?  |             |



## Notes & Container Loading Booking Requirements

1. All Loading Request form needs to be send minimum 3 Working days in advance by Factory to RSJ.

1. 所有的验货需要提前至少三个工作日发到 RSJ 公司。

2. If there is a change, Please notify us in Written via email not later than 2 working days Prior to Loading day. A Cancellation Fee of one man day charge will be applicable if

(1) Notice of change reaches RSJ too late not before 2 working days

(2) Loading is Cancelled on Container Loading date due to goods not Ready for the required Percentage or other causes from the Manufacturer.

3) The inspector has left for the inspection trip already.

2. 如果时间有变动，请至少提前 2 个工作日通知我们。以下情况需要收取验货取消费用：(1)少于 2 个工作日取消验货 (2) 因为数量没有达到要求或者其他原因 (3) 验货取消的时候验货员已经在前往工厂路上

3. All Styles / Item has to be ready as per the required percentage of Client procedure & offered for Loading before 9:30 am to our Inspector on Container Loading date. Due to any reason, if the Loading is not offered to our Inspector on mentioned date then in that case factory needs to pay for the Re Loading charges

3. 所有的款都要在验货日的 9 点半前达到客人要求的验货数量；如果没有达到相应数量，工厂或供应商将要支付重检费用。

4. Approval sample and Specs: Please provide RSJ Inspector a Sealer of Client's Approved sample, Color swatches, Size Specs (Sizing, Tolerances, diagram & measurement methods), Labeling, Packaging, Carton Marking & Packing list at the time & place of Loading

4. 样品和产品要求：需要提供给 RSJ 验货员相关的客人签样，色样，尺寸，挂牌，包装，箱唛和装箱清单

5. Place of Loading: The Loading is required to take place in a clean, well-lit area. Please provide the RSJ Inspector the below to conduct Loading efficiently.

- Proper Inspection Table

- Well equipped Light

- Required labor to assist for carton opening & re-packing

- Enough labour to assist loading has to be provided & it has to be ensured by factory to complete in 8 hours working, if any delay in loading, then additional man-day charges may required to pay by factory.

5. 验货场所：需要提供一个清洁，整洁的验货场所。此外还需要提供如下帮助：

-合适的验货桌子

-充足的光线

-需要人手帮忙开箱和重新包起来

-需要足够的人手装柜，确保在 8 小时工作内完成；如果延迟装柜，工厂将要支付额外的验货费。

6. All details / information collected during the Loading will be kept highly Confidential by RSJ

6. RSJ 将对验货过程中收集的所有细节和信息高度保密。

7. If Client requires Shipment samples or defective samples to be collected, our Inspector will draw some samples from factory, Please allow for same.

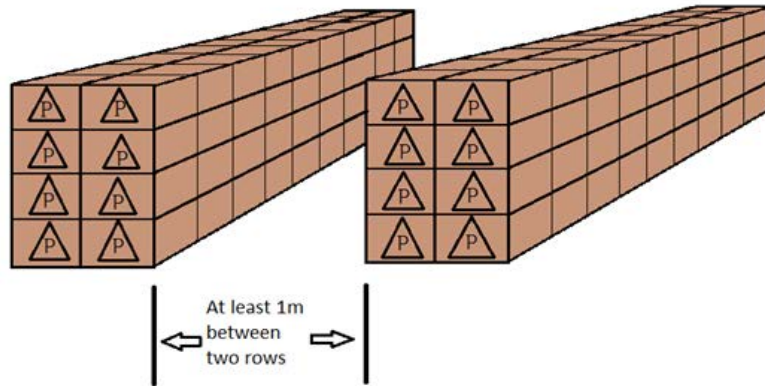
7. 如果客人需要寄大货样或者缺陷样，我们验货员将抽取一些样品；请工厂准许抽取。

8. Carton Arrangement Requirement: Please kindly arrange your finished cartons according to the below picture, so that we can carry out the Loading Supervision more efficiently and more quickly.

8. 箱子堆放要求：请根据下面的照片来堆放已经完成的箱子，这样可以让验货更具效率和更快。



## Carton Arrangement Requirements



9. In case, if the Container loading Inspection is offered at Customs Logistics location instead of factory. Then it is of factory responsibility to get permission from Customs department or any other concern department well in advance, for our Inspectors easy entry / all access for container loading Inspection.

9. 如果监装是在客人的货代仓库的话，将需要工厂负责跟客人,仓库或者货代提前沟通，以便验货员能够顺利的进入仓库监装。

10. Please note, along with this confirmation form please arrange to send the detailed packing list for our reference.