

Rotary Dictionary for Life Project in association with Usborne Publishers Ltd
(www.dictionary4life.com)

Information for the sponsoring Rotary Club or District

It is vital that you complete all parts of this form after consultation with the overseas receivers to ensure that deliveries run smoothly and you or the receivers don't incur unexpected charges. You need to be clear about any local VAT, customs dues, transportation costs, insurance, storage, etc. Please supply ALL your details here

Name

Address.....

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Email.....Tel with all codes.....

Rotary club and District details.....

Edition: Standard or LCDW ?..... Quantity ordered.....

SHIPPING FORM FOR OVERSEAS DELIVERIES

ALL SECTIONS OF THE FORM MUST BE COMPLETED AND SUBMITTED
ONLINE TO pdgcb@dictionary4life.com AND A READ RECEIPT REQUESTED.

(1). **Contact details for the receiver.** All correspondence and shipping documents will be sent to this address. It is the receiver's responsibility to contact the clearing agents to arrange delivery of the books. The Dictionary 4 Life project, Usborne Publishing and its shippers, on behalf of the sponsoring Rotary Club, are only responsible for delivering the books to the preferred/nearest port of delivery on main world shipping routes.

Name:

Address:

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CityCountry.....

Telephone number (including country code).....

Email Address:

(2). **Port of delivery.** All D4L Illustrated Dictionaries will be delivered to the nearest or preferred port for the receiver. Only one delivery per country per order.

Preferred port of delivery:

(3). **Receivers clearing agents.** Leave blank if the receiver does not have a nominated clearing agent, in which case Usborne Publishing will make arrangements with the shipper for one to be nominated. The receiver and the sponsor will be informed of the clearing agent's details in this case.

Name:

Address:

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City.....Country.....

Telephone number (including country code).....

Email address:

(4). **Special instructions.** Special instructions regarding the delivery of the books e.g. In some countries it may be important to indicate that the dictionaries are being donated for the benefit of poor children at no cost. Check this or any other matters with the recipients.

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This section will be completed by the shippers
(5) Consignment weightDimensions Palletised Yes/No

Overseas recipients and their donors will be advised by email when the dictionaries are dispatched from Dubai and when the expected delivery date is. This does not apply to UK and Ireland deliveries which will be notified by the UK distributor.

Donors must keep a copy of this form for their own information and supply one to the recipients