

# Routing Order

To: \_\_\_\_\_  
*Name*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Company*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Street Address*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*City, State, Postal Code, Country*

Date: \_\_\_\_\_

R/O #: \_\_\_\_\_

You are hereby requested to route all future International air and ocean freight shipments for our company via the services of Pengelly's Ltd in conjunction with their partner, \_\_\_\_\_ (Contact details as listed below). This request is effective immediately and supercedes all previous instructions. We appreciate your co-operation.

Sincerely,

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Contact Name*

\_\_\_\_\_

*Phone*

\_\_\_\_\_

*Fax*

\_\_\_\_\_

*Email*

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_

Postal Code: \_\_\_\_\_  
/Country

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*Please Place Company Stamp or Seal Here*

Special Instructions: \_\_\_\_\_

\_\_\_\_\_