



MIDDLE EAST AIR CARGO INC.

1350 Michael Drive Unit D. Wood Dale, IL. 60191 Tel: (224) 659-7450 Fax: (224) 659-7452

### **Important Information for Shipments of Personal Effects/Household Goods**

Please assure that you do not pack **any** items such as “perfume, aerosols, lighters, batteries etc.” with your personal effects as these items are considered “DANGEROUS GOODS” and subject to strict transportation rules as well as additional costs. Some items are strictly **FORBIDDEN** to be shipped as cargo, if you have any questions, please contact our cargo office.

In addition, we will be unable to ship any personal effects, unless you prepare the following before tendering your shipment to Middle East Air Cargo.

- A. Mark all cartons/bags with the name/address/telephone number of the consignee (the person receiving the goods at destination).
- B. Prepare an itemized packing list for each carton/bag and mark each carton/bag #1, #2 and so on.
- C. A copy of this list should be placed inside one of these cartons/bags and should be marked “packing list enclosed”.
- D. Bring a valid government issued ID (Drivers License, Passport etc.) as well as a copy of the packing list when arriving at our office.
- E. Be prepared for any possible security measures, such as physical search of your shipment with or without your presence.
- F. You must declare a Custom Value for you shipment; a value over \$2500.00 requires a Shippers Export Declaration, which can be provided by our office.

Any omission of these necessary items could result in a delay or refusal of your shipment. Please take an extra few minutes to prepare everything correctly. Feel free to call if you have any questions.

We also ask that you arrive at our office at the date/time discussed with you over the phone. We may not be able to help you and accept your shipment if you arrive unannounced or late and have to return later.

Name: \_\_\_\_\_ (Please Print)      Date: \_\_\_\_\_

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