To: **Ocean Network Express (East Asia) Ltd.**

Telex Release Request with surrender full set of B/Ls

# 电 放 申 请 函

Dear Sirs/Madams,

Vessel / Voyage (船名 / 航次): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

B/L(s) no. (提单号码): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Shipper (出货人): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Consignee (收货人)

*(****in case of ‘To Order’****): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*“To Order” 單必須填写此栏*

We the undersigned have surrendered full set of Original B/L with proper endorsement. Please kindly help to arrange release above cargo to my Consignee named in B/L(s) or as stated above for ‘To Order’ shipment without presentation of Original B/L at destination against company guarantee. We hereby undertake the responsibility and indemnify you from all consequences of your so doing.

我司委托贵司安排出运上述货物，因业务需要申请贵司电放此票货物。我司申明已交还全套正本提单连同出货人背书至贵公司。请凭我司出具的电放保函，将此票货物放给以上收货人。我司特此承诺由此产生的一切责任和风险由我司承担！

 **Authorization for a 3rd party’s endorsement** *(if required)*

We hereby appoint (name of company), \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to arrange Cargo Release and endorse full set Original Bills of Lading on behalf of our company.

Yours faithfully,

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (必须盖上Shipper出货人的公章)  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Booking Party订仓公司的公章) 若订仓公司与提单显示的出货人非同一公司, 那便必须盖上订仓公司的公章 |
| Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Contact Phone no.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Contact Phone no.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

特别提示:

1. Shipper/出货人必须在正本的提单后面背书及提交以上电放申请后才可安排电放。

2. 若订仓公司与提单显示的出货人非同一公司，我司要求签署两间公司的公章并将原件交回我司。