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Service Fees	Charges per Bill of Lading	
Bill of Lading Processing Fee	\$75	
Additional Bill of Ladings	\$75	
Multiple Bill of Ladings	\$75	
Documentation Change Fee	\$75	
Late Documentation Fee	\$75	
Reconsignment Fee	\$75	
Diversion Fee	\$75	

## **Bill of Lading Processing Fee**

 When the customer provides shipping instructions through commercial invoices, packing lists, or other information and not in a consolidated Master Bill Form or Shippers Letter of Instructions, a charge will apply per Bill of Lading

## **Additional Bill of Lading**

- The Bill of Lading must show the same shipper for the initial and return movement.
- When shipments require more than one Bill of Lading, the first Bill of Lading will be included in the rate and a charge will apply for each additional Bill of Lading.
- When an additional Bill of Lading is required for the return of the trailer from original destination
  point to origin point, shipper must state on the return Bill of Lading, vessel, voyage number and
  Bill of Lading number of the initial movement.
- Additional Bill of Lading Fee will only apply when more than one bill is issued per container.
- EXCEPTIONS:
  - For multiple containers to Nicaragua, El Salvador, Guatemala and Honduras, a maximum of ten (10) containers per Bill of Lading will be permitted.

# **Multiple Bill of Ladings**

- Cargo moving in a single container or trailer, may (for the purpose of rating), be allowed to move on more than one Bill of Lading, from one or more shippers to one consignee. Cargo shall move from one port of loading, on one vessel, at one time, to one port of discharge.
- In applying charges, the cargo will be rated on the same basis as if it were moving on a single Bill
  of Lading, and the charges will be prorated to the individual Bill of Ladings based on the weight or
  measure contained on each Bill of Lading. Bill of Lading fee to be assessed for each Bill of Lading.
  - o A charge per Bill of Lading will apply on each individual Bill of Lading issued.
  - This exception will apply on shipper loaded shipments only.
  - Not applicable to shipments of Freight All Kinds.

## **Documentation Change Fee**

- After the Bill of Lading has been released and changes are made to the Bill of Lading at the request
  of the cargo interest, there will be a Documentation Change Fee per Bill of Lading.
  - Released:
    - Central America: when original BOL has been released at destination
    - Puerto Rico/Caribbean: all BOLS for voyage are ready to print at destination
    - NB United States: after manifest has been presented to US Customs

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- Charge will apply on all cargo imported or exported to/from the United States.
- If change to a document is due to a diversion or reconsignment this rule is not applicable.

### • EXCEPTIONS:

- Charge will not apply when commodity is used vehicles moving into the Dominican Republic.
  - Charge will not apply on Northbound shipments from the Dominican Republic.
  - Charge will not apply on first bill correction for Apparel and Refrigerated Cargo from Dominican Republic, Costa Rica, El Salvador, Guatemala, Haiti, Honduras, Nicaragua, and Panama.

### **Late Documentation Fee**

- When documents are received from cargo interest after documentation cut off time, a charge per Bill of Lading will apply.
  - **Exception:** Late Documentation Fee does not apply for Personal Owned Vehicles (POV) exported from San Juan, Puerto Rico.
- If the ITN (Internal Transaction Number) is received after the documentation cut-off, causing cargo to miss the sailing a \$150 per Container charge will be assessed on the Bill of Lading.
- Any demurrage charges incurred as a result will also be applicable.

# **Reconsignment/ Diversion Fee**

- Reconsignment is a change in the name or address of the Consignee, Order Party, or both, which does not involve a change in the port of physical destination under the contract of carriage.
- A request for the reconsignment or diversion of a shipment to effect a change in the name or address of a Consignor or Consignee, a change in the destination or place of delivery will be accepted subject to the following provisions:

## o **CONDITIONS**:

- Request for reconsignment or diversion must be made in writing to water carrier and the water carrier must be satisfied that the party making the request has the authority to do so. Conditional or qualified request for reconsignment or diversion will only be accomplished if shipment is in water carrier's possession. Reconsignment will not be billed for changes in the name or address of a consignor or consignee when corrections are made prior to the release of the bill(s) of lading.
- A shipment which has been tendered for delivery may not thereafter be reconsigned or diverted but may be reshipped. A shipment may not be reconsigned, diverted, or reshipped in violation of an embargo.
- Only entire shipments (not portions of shipments) may be reconsigned or diverted.
- Carrier will make diligent efforts to execute valid reconsignment or diversion orders, but will not be responsible if, despite such efforts, reconsignments or diversion is not affected.
- Reconsignment or diversion in Puerto Rico, Virgin, Leeward or Winward Islands will be permitted only on shipments where the new destination or point of delivery is within the same basing point as the original billed destination or point of delivery. Requests to reconsign or divert shipments to destinations or points

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of delivery outside the original basing point will be handled only on a reshipment basis and at local trucking rates (if applicable).

Reconsignment or diversion in the United States will not be permitted.

## • LATIN AMERICA EXCEPTIONS:

 At the Carrier's option, on shipments of Green Coffee with multiple container/trailers on one Bill of Lading, reconsignment of one or more full container/trailers may be allowed for less than the full Bill of Lading quantity. When a reconsignment of a Bill of Lading is requested, the reconsignment fee and documentation fee per Bill of Lading will apply.

### • CARIBBEAN EXCEPTIONS:

- Reconsignment or diversion in Puerto Rico, Virgin, Leeward or Winward Islands will be permitted only on shipments where the new destination or point of delivery is within the same basing point as the original billed destination or point of delivery. Requests to reconsign or divert shipments to destinations or points of delivery outside the original basing point will be handled only on a reshipment basis and at local trucking rates (if applicable).
- If change to document is other than a diversion or reconsignment this rule is not applicable.