



ISE LOGISTICS CUSTOMER RESOURCE

International Shipment Checklist

A practical pre-dispatch review for international air freight and express courier shipments.

Shipment details

Capture the final packed shipment information before requesting collection.

- ☐ Full collection and delivery addresses, contacts, telephone numbers and opening hours.
- ☐ Number of pieces, final gross weight and outside dimensions for every package.
- ☐ Required collection date and realistic delivery deadline.
- ☐ Clear goods description, intended use, country of origin and value.

Customs and compliance

Ensure the booking and documentation tell the same story.

- ☐ Commodity code reviewed and destination restrictions checked.
- ☐ Commercial invoice and packing list completed consistently.
- ☐ Export licence, import permit or certificate confirmed where applicable.
- ☐ Dangerous goods identified, declared and prepared by competent personnel.
- ☐ Incoterms and responsibility for duties and taxes agreed.

Packaging and handover

- ☐ Packaging is strong enough for normal handling, vibration and stacking.
- ☐ Void space is filled and closures are reinforced.
- ☐ Old labels are removed and new labels are flat and clearly visible.
- ☐ Receiver has been advised and is ready to support import clearance.

Need help with a shipment?

Send the route, commodity, pieces, packed dimensions, weight and deadline to support@iselogistics.co.uk.

This guide provides general operational information only. Requirements vary by commodity, route, service and destination. Confirm shipment-specific requirements with ISE Logistics and the relevant authorities before dispatch.