

## **FCL SHIPPING: WHAT YOU NEED TO KNOW AND DO**

You want a shipment transported from somewhere in the United States to The Bahamas or The Caribbean – so what do you do first? And what do you need to know to make the process as smooth and efficient as possible?

### **FCL CHECKLIST**

When booking your shipment, the following information will be required.

- Destination
- Shipper & contact information
- Consignee name
- Commodity description
- Piece count and weight description
- Identify all required special services (such as release of liability forms, phytosanitary certificate, etc.)
- Hazardous specifications – must have proper documentation and paperwork per the U.S. Coast Guard requirements for hazardous materials, if applicable



[www.tropical.com](http://www.tropical.com)

**West Palm Beach (561) 881-3900**

**Miami (305) 805-7400**

**Toll Free (800) 367-6200**

(Excluding West Palm Beach and Miami)

© 2006 Copyright of Tropical Shipping and Construction Company Limited  
Tropical Shipping and its logo are trademarks of Tropical Shipping and Construction Company Limited  
PPB1410-0706-G-00

# **HOW TO SHIP**

## **FCL Cargo (Full Container Load)**



*From documentation to  
delivery, moving cargo is  
smooth sailing with  
Tropical Shipping*

*To ensure the safety  
and proper handling  
of your cargo,  
Tropical Shipping  
has trained, locally  
staffed customer  
service representatives  
in each port location.*

# HOW TO SHIP

## Full Container Load (FCL) Cargo

*Full Container Load (FCL) cargo, whether dry or refrigerated, can be shipped from anywhere in the United States, via truck, railway or a combination of both, to one of our receiving locations.*

Once your cargo arrives at one of our port or receiving locations, it will be shipped to any of our Bahamas or Caribbean port destinations using reliable, fixed-day sailing schedules and fast ocean transit.

### BOOK YOUR CARGO

You can book cargo one of two ways. Either on our website at [www.tropical.com](http://www.tropical.com). Or contact a customer service representative at: (561) 881-3900 in the West Palm Beach area, or (305) 805-7400 in the Miami area. Outside West Palm Beach and Miami, call (800) 367-6200.

### EQUIPMENT AVAILABILITY

- 20- and 40-foot dry and refrigerated containers
- 20- and 40-foot open top containers
- 20- and 40-foot flatracks

### COMPLETE DOCUMENTATION REQUIREMENTS

- Fill out your Bill of Lading
- Shipping instructions and/or invoices should be provided when delivering cargo or you may fax them in prior to delivery.
- Bonded cargo must travel with validated bonds free of discrepancies.
- Hazardous cargo must be delivered with a Hazardous Material Declaration statement accompanied by an emergency contact name and phone number.

If you are exporting goods from the U.S. and your shipment is valued over \$2,500, you are required to file a Shipper Export Declaration (SED). A separate SED filing is required for All export shipments valued over \$2,500 per commodity from the United States to foreign countries.

If you wish to file your own SED or have an agent prepare your documentation, we will require the filing citation, in addition to the Master Bill of Lading and/or letter of instructions prior to sailing.

For more information on how you can file an SED using the Automated Export System (AES), go to [www.aesdirectr.gov](http://www.aesdirectr.gov). If you would like Tropical Shipping to prepare and submit the SED electronically on your behalf, please contact us at (561) 881-3900 or visit our web site [www.tropical.com](http://www.tropical.com) to fill out a letter of authorization.

Additionally, all in-transit shipments requiring Form 7513 cannot be filed using the AES. These shipments must be filed with the Army Corps of Engineers. For further information on in-transit shipments or the filing requirements for Form 7513, visit the Army Corps of Engineers web site at [www.usace.army.mil](http://www.usace.army.mil).

### PAYMENT METHOD

- By credit. If you wish to apply for credit with Tropical Shipping, please complete a credit application and fax it to (561) 840-2874. Credit, when established, will only apply after your first shipment; therefore, it will be necessary to receive payment before your documentation will be released.
- By any other method. Should you choose not to apply for credit, all shipments will require payment before documentation will be released.

### MARINE CARGO INSURANCE

Tropical Shipping's marine insurance, underwritten by Seven Seas Insurance Company, offers 'All Risk' coverage, competitive rates and efficient claims processing making insuring your cargo affordable, convenient and easy."

### CARGO AND DOCUMENTATION CUT-OFFS

At Tropical Shipping, we have built our business around providing on-time departures and arrivals that our customers have come to depend on for the operation of their businesses. Meeting the in-port cargo and documentation cut-offs gives Tropical Shipping the ability to meet our promise of reliability.

Cargo Type	Cargo Arrival In Port Cut-Off	Documentation Cut-Off
Dry	10:00 p.m., day prior to sailing	5:30 p.m., day prior to sailing
Frozen Refrigerated	10:00 p.m., day prior to sailing	5:30 p.m., day prior to sailing
Chilled Refrigerated	12:00 p.m., day of sailing	5:30 p.m., day prior to sailing

### THIS IS TROPICAL... SHIPPING AT ITS BEST

For more than 40 years, Tropical Shipping has delivered the most reliable and complete cargo transportation services to The Bahamas and The Caribbean. Our customers transport everything imaginable. From small packages to millions of tons of grocery products and building materials, Tropical Shipping can handle it all—in full or less than container load shipments.

### QUESTIONS?

For rates, bookings and information, call (561) 881-3900 in the West Palm Beach area or (305) 805-7400 in the Miami area. Outside West Palm Beach and Miami, call (800) 367-6200 or visit our website.