

How to complete a Manual Docket Transfer

Sending Customer Account Number, Name and Address

Enter the CHEP Account Number, the Name and Address for the location sending the platform/s

Receiving Customer Account Number, Name and Address

Enter the CHEP Account Number, the Name and Address for the location receiving the platform/s

Shipment / Delivery Date

Actual date of sending goods

Reference

A reference which you can cross check the transfer against, e.g. Delivery docket number

Receiving Authorisation Name

Enter the name of the person given by your trading partner with the authority to accept the transfer

Platform Information

For Pallets, simply enter the quantity alongside the printed description. For other platforms, enter the CHEP Platform Code, Description and Quantity

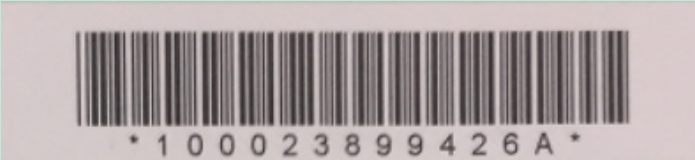


Please note: copy distribution

CHEP copy (original top copy - green)

Customer copy (yellow)

Dispatch authorisation (green)

Record copy (pink)

CHEP Movement Docket		Docket No. 100023899426 A	
 * 1 0 0 0 2 3 8 9 9 4 2 6 A *			
* Sending Customer Account Number			
* Name and Address			
* Receiving Customer Account Number			
* Name and Address			
* Shipment / Delivery Date		* Effective Transfer Date	
Reference			
Other Reference			
Receiving Authorisation Name			
* Platform Code		* Description	* Quantity
1 0 0 0 1		Pallets	
			Please Print Transfer Advised By _____
			Transport Co. _____
			Registration No. _____
			Driver's Sig. _____
			Customer's Sig. _____
 A Brambles Company		 CHEP Copy HQEDP 10/07	

Effective Transfer Date

Enter the date which you agreed with your trading partner who will accept the transfer

Other Reference

A second reference which you can cross check the transfer against

Transfer Advised By

Name of the responsible person within your company who initiated the transfer

Transport Co.

Name of transport company used

Registration No.

Registration number of the vehicle which the goods are loaded onto

Driver's Signature

Have the driver print and sign their name

Customer's Signature

Receiving customer's signature