

**OCEANIC MARINE SURVEYORS KENYA LIMITED  
CARGO SURVEILLANCE UNIT**

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**GENERAL INSTRUCTION FORM**

Insurer:	Contact Person: Tel. Nos: Email:
Insured:	Contact Person: Tel. Nos: Email:
Clearing Agent:	Contact Person: Tel. Nos: Mobile: Email:
Policy/Cert/Cover Note No:	Sum Insured:
Insured Interest:	Marks & Nos/Container No(s):
Air Waybill/ Bill of Lading No:	Date of Air Waybill/Bill of Lading:
Name of Flight/Vessel:	Estimated Date of Arrival:
Airport/Port of Loading:	Date of Loading:
Airport/Port of Transshipment:	Airport/Port of Discharge:
Cargo Centre/Port/CFS /Place of Clearance:	Final Place of delivery:
Documents required: 1. Marine Certificate/Cover Note 2. Pro Forma/Commercial Invoice 3. Packing list 4. Import Declaration Form 5. Bill of Lading/Air Waybill	Special Instructions:
Date of Instructions:	Place of issue:

***Clearing agents are reminded to liaise with Oceanic Marine Surveyors Kenya Ltd to arrange for inspection of all insured shipments during Customs verification.***