

Shipment Details Form

Company Name _____

VAT Number _____

Full Delivery Address _____

Person in Charge for Receiving Goods _____

Contact of Person in Charge _____

E-mail of Person in Charge _____

Type of Shipment Required Land Sea Freight Air Freight

If Delivery is to be made at end customer's address:

*Transport will be exclusively door to door, goods will be delivered at STREET LEVEL IN FRONT OF BUILDING only. Unpacking and assembly of goods is a full responsibility of the client and Dooq Lda will not be liable for any damages that might occur during unpacking or assembly of goods.

Full Delivery Address _____

Person in Charge for Receiving Goods _____

Contact of Person in Charge _____

Transport document without prices necessary? YES NO

Changes in delivery address are only allowed until the balance payment is done. In exceptional cases we may allow changes to the address after goods have been shipped which will imply a surcharge that will be charged to the client. In case of change a new form with new information must be submitted by e-mail to your Account Manager again, otherwise the changes will not be considered.

Condition of goods must be verified upon arrival. If the deliverer does not wait for the inspection of goods, this should also be clearly noted in the delivery note as "Under Reserve – not verified. Driver did not wait for verification". This note on the delivery document is critical, without it will not be possible to activate insurance coverage and the claim will be therefore refused. Any claim must be submitted with photographic evidence of the damages by email to info@dooqdetails.com, within 24h after goods have been received. The package of goods must also be kept for claim purposes.

We advise the client to check our Selling Terms and Conditions for more informations regarding transport policies. Any order implies the acceptance of Dooq, Lda's Terms and Conditions.