

**JCU DOMESTIC CONSIGNMENTS  
EXTERNAL FREIGHT ONLY.**

Freight to be collected and delivered within Australia and NOT to or from JCU Townsville.  
Please complete form & return email as attachment to [freight@jcu.edu.au](mailto:freight@jcu.edu.au) so arrangements can be made for collection.

<b>SENDERS DETAILS</b>	
<b>Department Charge Code</b>	
<b>Company Name</b>	
<b>Contact Name</b>	
<b>Phone Number</b>	
<b>Email Address</b>	
<b>Address including Postcode</b> (No PO BOX or LOCKED BAG)	
<b>Number of Items, packaging (i.e. carton, satchel, etc) and dimensions and weight of all items</b>	
<b>Description of Contents</b>	
<b>Is Insurance Required Y or N?</b> (If yes state replacement cost)	
<b>DANGEROUS GOODS (incl Dry Ice) Y or N?</b> (if Yes please ensure DG correctly packaged and DG paperwork supplied)	

<b>RECIEVERS DETAILS</b>	
<b>Company Name</b>	
<b>Contact Name</b>	
<b>Phone Number</b>	
<b>Email Address</b>	
<b>Address including Postcode</b> (No PO BOX or LOCKED BAG)	
<b>DELIVERY METHOD REQUIRED</b> (different rates apply for each service type)	
<b>Road Express</b> (Cheapest and longest to arrive)	
<b>Overnight First Class</b> (Next day before 5pm)	
<b>Overnight First-Class Satchel</b>	

**AVIATION SECURITY & DANGEROUS GOOD DECLARATION**

The sender acknowledges that this article may be carried by air and will be subject to aviation security and clearing procedures; and the sender declares that the article does not contain any dangerous or prohibited goods, explosives or incendiary devices. Forms without this declaration completed will not travel.

Sign Here: \_\_\_\_\_

Name: \_\_\_\_\_

For all enquiries the freight section extension 15272