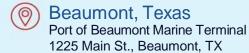


## **Delivery Instructions**









Port Receiving:
For receiving days contact LGL Customer Service <a href="mailto:lglcustomerservice@libertymar.com">lglcustomerservice@libertymar.com</a>

## **Vehicle Delivery/ Paperwork Requirements:**

- 1. All cargo deliveries are to be scheduled though LGL Customer Service
  - a. Please be sure cargo is delivered on the specified day or it will be turned away at the gate.
- 2. After receipt of approved days from LGL Customer Service an appointment should be made before 4PM the day prior for ALL CARGO DELIVERIES!
  - Email confirmation with dock receipt <u>MUST</u> be sent to <u>BeaumontOperations@c-pa.com</u>
     prior to delivery or cargo will not be accepted
- 3. TWIC required for entry into the terminal.
  - a. If you do not have a TWIC card you can pay for an escort that can be set up through the port directly.
- Three (3) copies of the Dock Receipt are required (ITN # MUST BE INCLUDED ON DOCK RECEIPT)
- 5. Vehicles will be accepted to terminal without Title.
- 6. Titles / Documentation **SHOULD NOT** be left inside vehicles, inside glove box, etc. It is against terminal policy to retrieve ANY items from inside vehicles once delivered for liability reasons.
- 7. Motorhomes and yachts accompanied by a propane tank <u>MUST</u> meet the following requirements in order to be accepted by the terminal. (Non-compliance will result in the unit being cut from loading and additional costs on the shippers account):
  - a. Factory new tanks need to be accompanied by a statement, in English, from OEM/Shipper, stating that the tank is new and has not been exposed to any dangerous substances and therefore declared gas-free.
  - b. Used Portable tanks, regardless of previous content, must be accompanied with a certificate stating that the tank has been cleaned and gas-free, to be presented before receiving. Only a certified service provider can do the cleaning and gas freeing of portable tanks

FREE TIME AT BEAUMONT MARINE TERMINAL IS 30 DAYS.



## Please note cargo must be self-cleared and LGL must be sent a copy of the cleared documents and dock receipt to LGL Customer Service (Iglcustomerservice@libertymar.com).

- 1. Cargo must be on ground for 72hrs minimum.
- 2. LGL Customer Service (Iglcustomerservice@libertymar.com must be sent clearance 48hrs before the vessel is slated to load.

## Handling of Keys for Locked Containers/Boxes/Trailers/Non Self-Propelled Cargo:

With immediate effect, when shipping containers, boxes, trailers, or any non-self-propelled cargo that is required to be locked during while in LGL's custody....

Customers will be required to include a **DUPLICATE SET** of keys with the shipment in the event that local port authorities (ie...customs, police, military, etc...) request to inspect the cargo while in transit.

**ORIGINAL** keys must be sent to the consignee/receivers. LGL will **NOT** be responsible for lost keys.

If **DUPLICATE KEYS** are not included with the shipment, LGL will **NOT** be responsible for damaged locks or the expense of a locksmith in the event that local authorities request to inspect cargo while in transit.