FORWARDING NOTE FOR ANIMALS OR GENERAL MERCHANDICE OTHER THAN DANGEROUS GOODS

(Approved by the Central Government for use on all Railways under Section 64 of the Railway Act 1989, 24 of 1989)

Com. F. 4/SN 68

To the Station Master _____ Station _____ Railway

Please receive the under-mentioned consignment and forward by Goods and/or Mixed Trains*/Coaching and/or Mixed Trains* To _____ the _____ Railway as consigned below :-

Consignor		Consignee		Station To	No of articles	Description and Private Marks	Sender's Weight		Freight Paid/ To-Pay
Name	Address	Name	Address				Qtls.	Kgs.	

I do hereby certify that I have satisfied myself that the description, marks and weight or quantity of goods consigned by me have been correctly entered in the Forwarding Notes.

* (1) I declare the value of these elephant/horses/mules/camels/horned cattle, donkeys, sheep/goat, dogs other than animals and birds to be Rs…….. per head and engage to pay the authorized percentage charge on excess value for the increased risk.

* (2) I declare that each consignment is of value Rs ……. And engage*/do not engage* to pay percentage charge on excess value for the increased risk as required by the Administration (Description and contents in each package and its value should be specifically mentioned).

* (3) I declare that the packages tendered with this Forwarding Note contain the under-mentioned articles in Part I of Schedule II of the Railways (Extent of Monetary Liability & Prescription of Percentage Charge) Rules 1990, the value of which is also shown below and I engage to pay the percentage charges on excess value for increased risk as required by the Administration.

* (4) Internal packing condition IP applicable has been*/has not been complied with.

* (5) Outer packing is defective as follows-

* (6) The consignment is in bad condition as follows:-

* (7) Compulsory packing condition IP/and P/applicable to the commodity …… have been complied with.

* (8) Alternative railway risk and owner's risk rate being available. I elect to pay …….. rates.

* (9) To be forwarded vis …….. (a dearer route*) at my request).

* (10) The cheapest route being closed*/partially closed* to be charged via …….. the next cheapest open route.

* (11) At my request, the consignment despatched in open wagon*/vehicles*/vessel.

** Strike out where inapplicable.

Notwithstanding the above, agree to book the goods and pay freight by dearer route if the Railway Administration is authorized by the Central Govt. to do so under the Railway Act 1989 (24 of 1989)

Signature of the sender or his agent

Dated ……. Address ……

Strike out any clause inapplicable before signing this form. The attention of the sender or his agent is invited to the Principal terms and condition applying to the carriage of goods by Rly which are sent forth in the Railway. Goods & coaching tariff in force at the time of booking and explanatory note on the back hereof.

Note:- Additions or alteration made in the above entries must be signed, not initialed by the sender or his agents.

P.T.O.

(The form below to be filled in by the Railway staff only)

No of articles	Description	Weight	
		Qtls.	Kgs.

Dated ……
Dated ……
Dated ……
Dated ……
Dated ……

Forwarding Note ……
Checked by ……..
Weighed by ……..
Loaded by ……
Invoiced by ……..
Risk ……
To be carried via ……
To be charged via……

Description	No of articles	Marks	Actual weight				Class	Rate per Qtl		Paid		To-pay		Receipt No	Invoice		Particulars of wagons			
			Qtls	Kgs	Qtls	Kgs		Rs.	P.	Rs	P.	Rs	P.		No	Date	No of type	Owning Rly	C.C.	Floor Area

EXPLANATORY NOTE

1. The responsibility of a Railway Administration for loss, destruction, deterioration of the animals shall not exceed in the case of elephant Rs 6000 per head, horses Rs 3000 per head, mule, horned cattle or camel Rs 800 per head, dogs, donkeys, pigs, sheep or other animals or birds Rs 120 per head, unless a higher value is declared in clause 1 overleaf and an engagement entered into to pay the required percentage charge on excess value. The entire clause should be struck out by the sender or his agent if no declaration of higher value is made. Railway Administration will not be liable for damage or loss arising from fright of restiveness of any animals or birds overloading of wagons by the consignor or his agent irrespective of whether the sender has paid percentage charge on excess value or not.
2. unless the consignor declares in clause (2) & (3) overleaf the value of any consignment & pays percentage charge on excess value as required by Railways Extent of Monetary Liability and Prescription of Percentage Charge Rules 1990, the maximum limit of amount of monetary liability of Railway Adm for loss, destruction, damage, deterioration or non-delivery of the consignment shall not exceed (a) Rs 100 per kg in respect of consignment booked as personal baggage and (b) Rs 50 per kg in respect of consignment other than animal and personal baggage.
3. No Railway Adm shall accept for carriage the locos specified in Part-I of Schedule-II (Railways of Monetary Liability and Prescription of Percentage Charge Rules 1990), unless the consignor declares the value of such goods and pays percentage charge as applicable to such goods.
4. Wherever internal packing condition has been shown in the tariff against a commodity the fact whether the internal packing prescribed has been provided or not, should be recorded in Clause 4 overleaf. The consignment will not be accepted for carriage unless the declaration as per Clause 4 overleaf is recorded.
5. A consignment not packed in accordance with the Rly Rules, will not be accepted for carriage unless the nature of defects e.g. “not packed as per Rly Rules” “2 cases plank broken” 12 drums leaky etc etc are recorded against Clause 5 overleaf.
6. A consignment which is already in bad condition, will not be accepted for carriage unless exact condition e.g. “bales wet” “content smelling” etc is recorded in Clause 6 overleaf
7. Wherever compulsory packing condition has been shown in tariff against a commodity, the consignment will not be accepted for carriage unless the internal & other packing conditions prescribed have been complied with the declaration as per Clause 7 overleaf, is recoded.
8. When alternative Railway Risk and ‘Owner Risk’ rates are quoted, the letter will apply, unless the sender in Clause 8 overleaf enter the words “Railway Risk” when he will pay or engage to pay the higher and will reserve a certificate with this effect.
9. When a consignment is to be charged via the next cheapest extra route, the cheapest route being close or partially closed, the route by which the consignment is to be charged, must be recorded in Clause 10 overleaf.

Note:- All Clauses and words which are inapplicable are to be struck out before the Forwarding Note is signed