



# INTEGRATED MANAGEMENT SYSTEM

## SHIPPING DOCUMENTS RECEIPTS AND RECORD REGISTER

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COUNTRY
OF ORIGIN

**SHIPPING DOCUMENTS RECEIPTS AND RECORD REGISTER**  
Office of the *Dy. Director Clearance & Movement*  
B.P.D.B. Chittagon/Khulna

DEV
NON DEV
REV

File No..... File Opened on.....  
 Name of the vessel Steam Ship..... Arrival Date..... S/L No.....  
 Rotation No..... Line No.....  
 P.O./Contract No.....  
 Name Of Consignee.....

Distributor.....;  
 Head of Account No.....  
 L/C No..... Date.....  
 Project/Scheme.....

**SHORT DESCRIPTION OF MATERIALS SHIPPED AS UNDER**

SI. No.	Qty. Shipped as per B/L	Short Description of Stores	Weight	Remarks
Total Package		Total		

### IRECEIPT POSITION OF SHIPPING DOCUMENTS

(1) NON-NEGOTIABLE DOCUMENTS Received on .....					(1) NEGOTIABLE DOCUMENTS Received on .....	
SI. No	S/Documents	No.	Date	Documents passed to Customs Section & received by them on	Description of Documents as shown left side	Documents passed to Customs Section & received by them on
1.	~B/L					
2.	Invoice					
3.	Impartial License/Permit/LCA					
4.	Packing List					
5.	Bank Draft-					
6.	Freight Memo					
7.	Catalogue					
8.	In durance Policy					
9.	Test Certificate					
10.	L/C					
11.	Coy of P.O./Contract					
12.						

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