

Logistical Support Checklist

We hope that this checklist will provide you will valuable support and help to send your items successfully

Part A Senders Checklist

- 1) Where is the shipments' final destination? Y N
- 2) Have you costed the transport costs and would it be cheaper to purchase the items where we are sending them? Y N
- 3) Have you checked with your destination country to ensure that the items you are sending are acceptable to the country? Y N
- 4) If you are sending medical items have you checked with our DIK nurse and the local hospital at your destination to ensure that they will accept the goods you are sending? Y N
- 5) Have you got enough funds if a bond is required? Y N

Part B Recipient Checklist

Does the recipient have the necessary skills, ability or experience to receive the items?
Please check

- 8) Have you met the recipient personally? Y N
- 9) Are they Rotarians? Y N
- 10) What is their name and email address? Y N
- 11) Have they imported materials before? Y N
- 12) Do you they have a local customs broker? Y N
- 13) What is the final destination, not just the port? Y N
- 14) Can the recipient pay any local costs? Y N
- 15) Does your recipient realise that if the items are not claimed immediately then charges (demurrage costs) accrue daily