

## RFV – REQUEST FOR VERIFICATION

Verification Order Number:	Exporter's name:
Internal reference number of the Exporter (if applicable):	
Shipper's name (if applicable):	
Contact person (responsible) assigned to verification:	
E-mail add. of contact person (responsible) assigned to verification:	
Tel. no. of contact person (responsible) assigned to verification:	
Date and start time of the verification:	(100% of cargo is produced and ready for verification). <b>Inspection must take place on loading day.</b>
Full address of verification:	
Verification method (physical or remote):	
Description of goods:	
Shipment method (air/sea/road/multimodal/other):	
Type of packing (FCL/LCL):	
Quantity of goods:	
HS Code(s):	
Port of loading:	
Port of discharge:	
ETD:	
ETA:	

**Filling in of all the above fields is mandatory.**

### Documents to be submitted along with RFV

- a. Proforma Invoice (PI)/Commercial Invoice
- b. Packing List (PL)
- c. Certificate of Analysis (CoA)
- d. Certificate of Origin (CoO)
- e. Excel Summary list – description of goods/manufacturing date/expiry date/shelf life/batch code/batch number (template attached).

### **Important!**

- Inspector is obligated to perform stuffing supervision and seal the containers. The supplier shall request inspection on same date as loading of the cargo is booked.
- Physical Inspection Report (PIR) validity is maximum 30 days starting from the date of inspection until B/L issuance date.
- If the PIR is expired the goods are subject to re-inspection. The costs of the re-inspection to be covered by the Exporter/Supplier.
- The supplier needs to ensure that the cargo is 100% ready for the verification – packed with access to perform the visual verification.
- **In order to arrange verification in due time, we need to receive the Request for Verification (RFV) within 3 working days prior to planned verification.**
- If goods are to be presented for verification in partial shipments, Baltic Control A/S has to be informed prior to verification.
- Should there be any changes or delays in the original verification schedule, Baltic Control A/S has to be notified at least 24hrs prior to verification. Otherwise the abortive verification costs will be charged to your account.
- Inspector is to have free access including but not limited to the cargo. Supplier is obliged to make all necessary arrangements for verification i.e. ensure proper space, provide man power in order to move packing units, handle verified items, spread out the articles, if necessary and re-pack after verification. Supplier is kindly asked to assist with inspectors activity on the site, for example assistance with taking photo of the inspector with material.

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### **Declaration**

We hereby undertakes that Baltic Control A/S Terms and Conditions of business as well as any additional conditions stated herein apply to this application.

Besides, the undersigned represents, to the best of its informed knowledge, that the products listed below, requested for verification comply with the requirements of the relevant standards and any other regulation applicable to them in case of export, in particular the declared quantity, quality, description (including the brand name, production and expiry dates, batch numbers and markings) The issuance by Baltic Control A/S of the LS draft for such products does not release the applicant of its obligations regarding any and all discrepancies between the verified products and those that are actually shipped to the importing country and that may not comply with the above representation. The undersigned also agrees that any data, results and documentation gathered and/or generated during the performance of this service may be shared with the authorities concerned.

**I hereby declare that the information provided above is true and correct and the commodity to be shipped is in conformity with specification and provide quality documents.**

**By signing below, I acknowledge that I have read and understand and agree to the Terms and Conditions.**

**Baltic Control A/S Terms and Conditions available at [www.balticcontrol.com](http://www.balticcontrol.com)**

Applicant's authorized signature:

Title:

(Print name):

Date:

Month:

Year: