

# Special Care Cargo Acceptance Policy



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## 1. Background

Sometimes we Kline receive the booking as "General Cargo" or else without details of cargo name. But some of them including heavy or tall, magnetic, high density... regarded as "Special Care Cargo" that may cause serious accidents. Hence here we request all customers to follow below booking rule for our safety ocean transportation.

## 2. Acceptance Policy

Commodities which cargo concentration weight exceeds 4.5 ton per meter for 20'FT containers, and 3.0 ton per meter for 40'FT containers are required to apply for Special Cargo Acceptance. In addition to this, below listed "Special Care Cargo" serves as a guide on the cargo type which may require an application.

## 3. Example of Special Care Cargo

Special Care Cargo			
Iron	Bar	Marble	Flextank
Ingot	Forklift	Stone	Bulk
Batteries (if over 1 ton)	Vehicle	Genset	Machinery
Plate	Excavator	Generator	Steel Shaft
Rod	Truck	Slab	Steel Sheet
Pipes	Glass	Flexibag	Steel Mold
Magnetic Cargo	Used Auto Parts	Metal Sheet	Coil
Building Materials	Industrial Plant	Cable Reel	Log
Lumber	Radiological	Aluminium	Hides
Gun	Ammunitions	Bullet	Knives
Military	Weapons	Cannons	Waste
Scrap	Rifle	Revolver	Pistol
Arms	Armament	Cannons	Motor

\*Above are just an example, please refer to "General Cargo Acceptance Guideline 20141003" for booking.

## 3. Instructions

**Booking agents who book above "Special Care Cargo" to Kline are requested to input clearly and precisely those cargo name in "Description of Goods" column in our booking system.**

## 4. Example (Used Auto Parts)

Actual Cargo Name	Status	"Description of Goods" column in booking system
Used Auto Parts	○	Used Auto Parts
	x	General Cargo, Used Item, Auto Parts, Car Parts...all others

The screenshot shows a web-based booking system interface. The title is "Cargo & Marks No". There are several input fields: "Commodity Type" (set to ORD), "HS Code", "Inner Quantity", "Inner Package", "Outer Quantity", "Outer Package", "Gross WT (KGS)", and "Gross MEAS(M3)". A "Description of Goods" field is highlighted with a red border and contains the text "USED AUTO PARTS". There is also a "Marks & Number" field. A "Save" button is visible at the bottom left.

## 5. Special Care Cargo Booking Procedure

- 1) Same as other normal cargo booking, input all needed booking information.
  - 2) Be careful to input clearly and precisely each special care cargo name as above.
  - 3) Customers are requested to send special cargo application to [KCHPLN@cn.kline.com](mailto:KCHPLN@cn.kline.com) (Booking Office = SHA, SUZ, WUH, CTU, CGQ, XMN)  
Each local office (Booking Office = Other than above).  
The e-mail subject should be "Vessel / Voyage / B/L Number / Special Cargo application".
  - 4) This e-mail needs to include photo of cargo vaning and LOI scanned PDF with shipper and agent's chop.
  - 5) After confirmed no problem, kline accepts booking.
- \* LOI for PROPER STUFFING format is in our homepage.

## 6. Special Caution

**The booking agent shall indemnify us, our servants and agents and to hold all of us harmless in respect of any liability, loss or damage of whatsoever nature which we may sustain either directly or indirectly by reason of or arising out of booking agent's noncompliance with the rules above.**

Any unclear point, please contact with nearest Kline office.  
Thank you for your cooperation.

"K"Line (China) Ltd.