**ADVANCED SHIPPING NOTICE**

|  |  |  |
| --- | --- | --- |
| ASN NUMBER | ASN DATE | ARRIVAL DATE |
|  |  |  |

**VENDOR INFORMATION**

|  |  |  |  |
| --- | --- | --- | --- |
| NAME |  | | |
| POINT OF CONTACT |  | | |
| PHONE |  | **EMAIL** |  |

**SHIPMENT INFORMATION**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| SHIPPING CARRIER |  | | | | |
| SKU |  | | | | |
| DESCRIPTION |  | | | | |
| MATERIAL SHIPPED |  |  | **COMPLETE** |  | **PARTIAL** |
| QUANTITY  PER CARTON |  | | | | |
| TOTAL NO.  OF CARTONS |  | | | | |
| TOTAL QUANTITY |  | | | | |
| TOTAL NO.  OF SKIDS |  | | | | |
| P.O. NO. |  | | | | |
| CLIENT NAME |  | | | | |
| ORDERED BY |  | | | | |
| COUNTRY  OF ORIGIN |  | | | | |

Adherence is critical to ensure a proper, accurate, and timely receipt of material. Non-compliance to any of these requirements may result in a delay in the processing of the receipt and, in extreme non-compliance cases, a refusal of the shipment, with possible additional service fees. We reserve the right to refuse any and all deliveries upon initial examinations wherein the condition of the materials exhibits excessive damage.

|  |
| --- |
| **DISCLAIMER**  Any articles, templates, or information provided by Smartsheet on the website are for reference only. While we strive to keep the information up to date and correct, we make no representations or warranties of any kind, express or implied, about the completeness, accuracy, reliability, suitability, or availability with respect to the website or the information, articles, templates, or related graphics contained on the website. Any reliance you place on such information is therefore strictly at your own risk. |