

December 2020

Region Middle East: Payment Terms (Freight Prepaid and Freight Collect)

Dear Customer,

Continuous improvement is our aim to serve you better. This includes the correct and timely preparation of invoices.

In order to avoid misunderstandings and resulting invoice corrections, we kindly ask you to:

- Add specific information regarding payment terms in the remarks field of your Shipping Instructions and stipulate precisely, particularly for Terminal Handling Charge Destination (THD) and Destination Land Freight (DLF), whether the charges shall be prepaid or collect – this will help us to ensure correct invoicing.
- Refrain from using INCO terms instead of payment terms in your Shipping Instructions.
- If you require ALL charges to be prepaid or collect, your SI must specifically indicate as such, including the word “ALL” accordingly.

Unless otherwise specified by you or as indicated by any specific country requirements, we would like to provide you with the Hapag-Lloyd Region Middle East standard definitions of the terms “freight prepaid” and “freight collect”.

Freight Prepaid

All charges are prepaid excluding Terminal Handling Destination and Destination Land Freight related charges

Origin Land Freight	}	Prepaid
Terminal Handling Origin		
Sea Freight		
Terminal Handling Destination	}	Collect
Destination Land Freight		

Freight Collect

All charges are collect excluding Origin Land Freight and Terminal Handling Origin related charges

Origin Land Freight	}	Prepaid
Terminal Handling Origin		
Sea Freight	}	Collect
Terminal Handling Destination		
Destination Land Freight		

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Ancillary charges at origin applied to the bill of lading will default as prepaid unless otherwise requested and approved.

Country specific information needs to be observed. The above handling will apply unless the respective country rules and regulations specify otherwise.

As a general guideline, our standard process also dictates that prepaid charges will be invoiced to the origin customer and booking party of record. Collect charges are invoiced at destination to the consignee (or to the notify party in case of a “to order” shipment).

According to these definitions, charges will be invoiced as prepaid to the booking party or collect to the consignee. If payment is to be made outside of the origin and destination of the shipment, this should be referred to as “elsewhere payment” and your instructions should read “elsewhere + the location + payer name and address”.

In case you have any deviations from this standard, it will be necessary to state them clearly in your shipping instructions.

Your support in this matter is much appreciated and will assist in providing a better service to you.

In case of further questions on the above, please do not hesitate to contact your local Hapag-Lloyd Customer Service office.

Specific Country Information for Countries of Africa on next pages.

Country	Payment Terms in conflict with RME general guidelines
All African Hinterland destinations Burundi, Burkina Faso, DRC, Mali, Niger, Rwanda, Uganda, Zambia, Zimbabwe.	All Inland related charges need to be Prepaid.
Benin	Collect charges are acceptable upon approval obtained from collecting office. No freight collect for used clothing. CGD and TXI must always follow the Sea Freight.
Burundi	For all door deliveries / (CH) shipments, All charges including DLF, Freight and local charges must be prepaid.
Congo	Collect basis in EUR currency.
Cote d'Ivoire	Freight Prepaid Only. Freight collect accepted upon approval by Ivory Coast. All freight related charges must be prepaid, only local charges (e.g. TSD) can be collect.
Democratic Republic of Congo:	For all door deliveries / (CH) shipments, All charges including DLF, Freight and local charges must be prepaid.
Djibouti/Ethiopia:	RHD to follow the SeaFreight. Collect is accepted with prior approval from Djibouti/Ethiopa office.
Ghana	Collect accepted with prior approval from collecting office. Destination charges such as ADD, TSD, CLC and PCD are strictly payable at destination (Ghana). These must not be included in the Lumpsum freight. The Congestion Surcharge Destination fee (CGD) must always follow the Sea Freight payment definition.

Country	Payment Terms in conflict with RME general guidelines
Kenya	<p>Only Freight Prepaid (SEA and relevant MC charges) is accepted and the payment terms must be shown on BL.</p> <p>THD and TSD are acceptable on a Collect basis, except in cases of a TBL shipment to Hinterland Countries where this is mandatory to be Prepaid.</p> <p>DLF must be prepaid for all shipments destined to Kenya.</p> <p>LFD and PDO must be billed on a collect basis</p> <p>EMF must be billed on a collect basis - applicable for all MH shipments moving from Kenya to Uganda</p>
La Reunion	Collect only after approval from collecting office.
Nigeria	All charges must be prepaid.
Namibia	Only CLC and ADD charges to be collected in Namibia. Please ensure the Namibian Agent is contacted before assigning any other charges for them to collect.
Rwanda	For all door deliveries (CH), all charges including DLF, Freight and local charges must be prepaid.
Senegal	<p>Collect is accepted. The Congestion Surcharge Destination fee (CGD) and the Tax Import (TXI) and Terminal Security Destination (TSD) must always follow the Sea Freight payment definition.</p> <p>If the SEA is prepaid, CGD, TSD and TXI will be prepaid.</p> <p>If the SEA is collect, CGD, TSD and TXI will be collect.</p> <p>For import shipments ADD to be updated as collect.</p> <p>For Export shipments ADO to be updated as prepaid.</p>
Sudan	All collections for export booking from Sudan should be done on a collect basis, when for import booking to Sudan it will be done on a prepaid basis (exception: MHD/MHO can be collected in Sudan). Elsewhere payments are allowed for both import and export.

Country	Payment Terms in conflict with RME general guidelines
Tanzania	No Freight Collect. Dar es Salaam is free in / out, THD and Wharfage is paid direct to the terminal by the customer.
Togo	Collect is accepted. CGD, TXI and TSD must follow the Sea Freight.
Uganda	All charges including DLF, Freight and local charges must be prepaid.