# Jamaica Shipping Checklist

Plan your shipment from the UK with confidence

**Before you request a booking**

Use this checklist to gather the cargo, collection and destination details Team Rate Shipping needs to discuss your shipment. Keep all package measurements in **centimetres (cm)**.

**Important**

Sailing dates, customs requirements, destination release arrangements and local charges can change. Team Rate Shipping will confirm the arrangements that apply to your shipment before cargo acceptance.

## 1. Tell us what you are sending

Prepare an itemised list. For each item, provide:

- ☐ Item type — barrel, box, wooden crate, pallet, vehicle, container cargo or other freight
- ☐ Quantity of each item
- ☐ Outer length × width × height in **cm**
- ☐ Clear description of contents and estimated value where needed
- ☐ Any fragile, oversized or specialist-handling requirements
- ☐ Any goods that may need prior approval

**Helpful:** Use the Team Rate Shipping volume calculator to add multiple items and create an itemised space estimate before sending your booking request.

## 2. Confirm UK collection or drop-off

- ☐ UK collection postcode or preferred drop-off arrangement
- ☐ Preferred collection date or timeframe
- ☐ Sender's full name, phone number and email address
- ☐ Access details: stairs, parking restrictions or assistance required

Collection and drop-off options depend on the cargo, area and confirmed booking. Team Rate will confirm what is available before you proceed.

## 3. Confirm the Jamaica destination

- ☐ Recipient's full name and working Jamaica phone number
- ☐ Destination area and preferred port or location, if known
- ☐ Whether you are planning for Kingston, Montego Bay or another destination
- ☐ Whether you are asking about collection after release or door-to-door delivery

## 4. Check the sailing plan

Before arranging collection or drop-off:

- ☐ Review the current Jamaica sailing schedule
- ☐ Ask Team Rate to confirm the cargo closing date for your booking
- ☐ Check whether the published dates are confirmed or provisional
- ☐ Allow time for cargo acceptance, documentation and agreed handling

**Port arrival is not cargo availability**

An estimated port-arrival date is not a collection or delivery appointment. Cargo can only be collected or delivered after the relevant release, customs and destination arrangements are complete.

## 5. Prepare cargo carefully

- ☐ Pack every item securely for sea freight
- ☐ Label each item clearly with the details supplied by Team Rate
- ☐ Keep an itemised packing list where requested
- ☐ Separate items that may need prior approval or special handling

Do not assume an item accepted on a previous shipment will automatically be accepted for a new booking. Requirements can change by cargo type, destination and service.

## 6. Confirm documents and destination requirements

Ask Team Rate Shipping to confirm:

- ☐ Documents needed for your specific cargo
- ☐ Information required from the sender and recipient
- ☐ Any requirements before cargo acceptance
- ☐ Destination release and collection / delivery process
- ☐ Charges that may apply at destination

Use official sources for Jamaica customs information and check current requirements before you ship.

## 7. Book and keep your reference

1. Submit your cargo, collection and destination details through the Team Rate Shipping booking request form.
2. Review the confirmed booking arrangements and charges.
3. Keep your booking and tracking reference when it is issued.
4. Use the Team Rate Shipping tracking page once you have a tracking reference.

**Need help before you book?**

Call **07869 436503** or **020 3289 7209** · Email **info“@”teamrateshipping.com**