

USER GUIDE FOR TELEX RELEASE / EXPRESS RELEASE

Documents to Arrange:

- Full set of OBL (Original Bill of Lading) in CMA Pakistan, with proper endorsement.
- LOI (Letter of Indemnity) on the Shipper's letterhead (sample attached). Ensure that the LOI is properly endorsed.
- Format of Express Release LOI: [CMA CGM – EXPRESS RELEASE FORMAT](#) for CMA and [ANL – EXPRESS RELEASE FORMAT](#) for ANL
- Bank NOC (No Objection Certificate) if the consignee is “TO THE ORDER BANK,” including 2 PA numbers and proper endorsement. [FORMAT NOC](#)
- The OBL must be endorsed by both the shipper and the bank (if the bank is the consignee of the OBL) with 2 PA numbers same as in Bank NOC, in case bank is not involve so shipper endorsement will be enough.
- Charges will be USD 55.00.
- The Telex release / SWB request will be processed in compliance with local rules and regulations of the POL (Port of Loading) and POD (Port of Discharge).
- Telex release will not be processed if an HBL (House Bill of Lading) is involved.

Once you have gathered all the required documents listed above, please schedule an appointment on the CMA website using the link below:

- **Telex Release:** <https://mycustomerservice.cma-cgm.com/>

After logging in on CMA Website, follow the steps below:

Step 1:

- **BL Number:** Enter the current BL number for which the Telex Release needs to be issued.
- **Service Type:** Select the appropriate service type, such as "BL Surrender."
- **Agency Location:** Choose Pakistan - Karachi or the location where you are submitting the original documents.
- **Need Appointment:** Move the button to “Yes” to confirm that an appointment is required.

New BL Release Request [How to use this feature?](#)

1. Create new request

Please ensure that Draft BL is approved on your side before doing this procedure.

* BL Number Complete this field.

* Service Type

* Agency Location

Do you need an appointment? ☐ NO

Next

Step 2:

Choose **Pakistan Standard Time** for the time zone.

Select the desired date and time.

Click "Next" to continue.

Select Service Appointment Time

May 26, 2024 - June 1, 2024

Time Zone: (GMT+05:00) Pakistan Standard Time (Asia/Karachi)

SUN 26	MON 27	TUE 28	WED 29	THU 30	FRI 31	SAT 1
			11:00 - 12:00 pm	9:00 - 10:00 am	9:00 - 10:00 am	
			12:00 - 1:00 pm	10:00 - 11:00 am	10:00 - 11:00 am	
			2:00 - 3:00 pm	11:00 - 12:00 pm	11:00 - 12:00 pm	
			3:00 - 4:00 pm	12:00 - 1:00 pm	12:00 - 1:00 pm	
				2:00 - 3:00 pm	3:00 - 4:00 pm	
				3:00 - 4:00 pm		

Previous Next

Step 3:

Please review the information and click "NEXT" to proceed.

New BL Release Request

Confirm your appointment

- Start Time: 5/30/2024 9:00 AM
- End Time: 5/30/2024 10:00 AM

Counter Details

5th Floor, Bahria Complex IV, - Choudhry Khaliq-uz-Zaman Road, - Gizri,
75600 KARACHI,
PAKISTAN

Previous Confirm

Step 4:

In the **Payment Documents** section, attach receipts for the Telex Release fees.

In the **Supporting Documents** section:

- Upload a front and back scan copy of the full set of the Original Bill of Lading (OBL).
- Include the properly endorsed Letter of Indemnity (LOI) from the Shipper.
- Attach the Bank No Objection Certificate (NOC) if the Consignee is a bank as stated in the OBL.

In the **Additional Comments** section, you may leave it blank or provide any special instructions if necessary.

The screenshot shows a web form titled "New BL Release Request" with the sub-header "2. Provide your documents". The form is divided into two main sections. The left section contains two upload areas: "Payment Document(s)" and "Supporting Document(s)". Each area has a red "Upload Files" button with a document icon and a grey "Or drop files" button. Below these, a small note states: "Only file types xls,.xlsx, doc, docx, ppt, pptx, msg, txt, pdf, jpg, png, svg with file size not exceeding 10 MB can be uploaded". The right section is labeled "Payment reference number" and contains a single-line text input field. At the bottom of the form, there is a large text area for "Additional information or instruction". In the bottom right corner, there are two buttons: a grey "Previous" button and a red "Submit" button.

Step 5:

Click "submit" to finish. Our team will review your appointment and verify that the provided documents are in proper order. Once approved, you may visit our office within your scheduled appointment time to submit the original documents.

We will then update our system with the Telex Release and notify the POD and customer, as well as all involved parties, that this is a Telex Release Bill of Lading (BL).

To : CMA CGM , 4 Quai d'Arenc - 13002 Marseille
France

Date :
Vessel :
Voyage N° :
Port of loading :
Port of discharge :
Container number(s) :
Goods description :
B/L N° :

Dear Sirs,

The above goods were shipped on the above vessel by Messrs...(shipper's name)..... and consigned to Messrs....(consignee's name)..... . The relevant full set of original bills of lading N°..... have been surrendered in CMA CGM PAKISTAN PVT LTD (CMA CGM office to be named).

We hereby confirm that the value of the cargo above referred, has been fully paid / will be duly paid (erase inappropriate mention) as per terms of sales agreed between parties.

Therefore we irrevocably instruct you to deliver the above mentioned goods without production of the original bills of lading N°.....to Messrs :

[insert full style name and address of the party to whom the cargo should be delivered]

We confirm having read and accepted the terms and conditions of the CMA CGM bill of lading which are located on the CMA CGM Web site at the following address:
<http://www.cma-cgm.com/products-services/shipping-guide/bl-clauses>

We hereby undertake to hold Messrs. CMA CGM, its underwriters, subsidiaries, agencies, sub-agencies, all their representative directors and employees harmless in respect of any liability, loss or damage of whatsoever nature which you may sustain in respect with your complying with our instruction and that we shall not make any claim, nor issue any proceedings, for wrongful delivery of cargo.

Best regards

Signature
Full name& position in the company
Stamp

To : ANL SINGAPORE PTE LTD
The Metropolis 9 North Buona Vista Drive # 03-02,
The Metropolis, Tower 1, Singapore 138588

Date :

Vessel : Voyage N° :

Port of loading :

Port of discharge :

Container number(s) :

Goods description :

B/L N° :

Dear Sirs,

The above goods were shipped on the above vessel by Messrs...(shipper's name)..... and consigned to Messrs....(consignee's name)..... . The relevant full set of original bills of lading N°..... have been surrendered in CMA CGM PAKISTAN PVT LTD AS AGENT OF ANL SINGAPORE PTE LTD (LAHORE/ FAISALABAD/ KARACHI/ MULTAN select any one)

We hereby confirm that the value of the cargo above referred, has been fully paid / will be duly paid (erase inappropriate mention) as per terms of sales agreed between parties.

Therefore we irrevocably instruct you to deliver the above mentioned goods without production of the original bills of lading N°.....to Messrs :

[insert full style name and address of the party to whom the cargo should be delivered]

We confirm having read and accepted the terms and conditions of the CMA CGM bill of lading which are located on the CMA CGM Web site at the following address:

<http://www.cma-cgm.com/ProductsServices/ContainerShipping/ShippingGuide/BLClauses.aspx>

We hereby undertake to hold Messrs. CMA CGM, its underwriters, subsidiaries, agencies, sub-agencies, all their representative directors and employees harmless in respect of any liability, loss or damage of whatsoever nature which you may sustain in respect with your complying with our instruction and that we shall not make any claim, nor issue any proceedings, for wrongful delivery of cargo.

Best regards

Signature

Full name& position in the company

Stamp

March 01, 2017

The Manager
CMA CGM PAKISTAN (PVT) LIMITED
Karachi

Dear Sir,

Re: YOUR BILL OF LADING # DATE
E FORM NO: DATED
A/c. M/s.

Reference above, we have no objection if consignment against E-form No. HMB
Date M/s. may be delivered to the ultimate Consignee
M/s. against Bill of lading No. Date

We confirm having received full value in accordance with foreign exchange regulation of state bank of pakistan against said 'E' Form, also confirm that we have endorsed the Bill of lading in favour of notify party and hand over full set to shipper for onward submission to you.

This certificate is being issued at the request of said customer without any risk and responsibility on our part.

Authorized Signatory

Authorized Signatory