

# DISPATCH FORM

Dispatch Number: \_\_\_\_\_ Carrier: \_\_\_\_\_

## Consignor (Sender) Information:

Company Name / Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone / Email: \_\_\_\_\_

## Consignee (Recipient) Information:

Company Name / Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone / Email: \_\_\_\_\_

## Dispatch Details:

Dispatch Date: \_\_\_\_\_ Expected Delivery Date: \_\_\_\_\_

Dispatch Location: \_\_\_\_\_

Delivery Location: \_\_\_\_\_

## Carrier Information:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone / Email: \_\_\_\_\_

## Shipment Description and Items:

Item No.	Description	Quantity	Weight (lbs)	Dimensions (LxWxH)
1				
2				
3				
4				
5				

## Special Instructions / Notes:

**Clause 1 – Authority and Compliance**

The Carrier represents that it is duly authorized, licensed, and insured to perform the transportation services described herein and will comply with all applicable federal, state, and local laws, rules, and regulations.

**Clause 2 – Liability and Indemnification**

Carrier shall be liable for loss, damage, or delay of the shipment except to the extent such loss, damage, or delay results from causes beyond its control, including but not limited to acts of God, public enemies, authority of law, or inherent nature of the goods. Carrier agrees to indemnify and hold harmless the Consignor and Consignee against any claims arising from Carrier's negligence or willful misconduct.

**Clause 3 – Freight Charges and Payment**

All freight charges shall be paid as agreed between the parties. Unless otherwise specified, payment is due within thirty (30) days of the date of invoice. Carrier may charge interest on overdue amounts at the maximum rate permitted by law.

**Clause 4 – Claims Procedure**

Any claims for loss or damage must be reported in writing within seven (7) calendar days after delivery or, in the case of non-delivery, within seven (7) calendar days after the scheduled delivery date. Failure to comply shall constitute a waiver of any such claims.

**Clause 5 – Force Majeure**

Neither party shall be liable for failure or delay in performance caused by acts beyond their reasonable control, including but not limited to natural disasters, strikes, lockouts, government actions, or other unforeseen events.

**Clause 6 – Governing Law and Jurisdiction**

This Dispatch Form shall be governed by and construed in accordance with the laws of the United States and the appropriate state law where the dispatch originated or was accepted. Any disputes arising out of or related to this Dispatch Form shall be resolved exclusively in the state or federal courts located in the relevant jurisdiction, and the parties consent to such jurisdiction and venue.

**Clause 7 – Entire Agreement and Amendments**

This Dispatch Form constitutes the entire agreement between the parties regarding the subject matter herein and supersedes any prior agreements or understandings, whether written or oral. Any amendment or modification must be in writing and signed by both parties.

**Clause 8 – Signatures and Counterparts**

This Dispatch Form may be executed in counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. Electronic signatures shall be deemed to have the same legal effect as original signatures.

**CONSIGNOR SIGNATURE**

**CARRIER SIGNATURE**

**CONSIGNEE SIGNATURE**

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

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