

FOLD - DO NOT CUT

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FOLD 1

FOLD 2

FOLD 4

FOLD 3

STAPLE/TAPE HERE

SENDER: NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 P/C: \_\_\_\_\_ COUNTRY: \_\_\_\_\_  
 PHONE: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_

STAPLE/TAPE HERE

BAG \_\_\_\_\_ OF \_\_\_\_\_ (I.E. 1 OF 2)



BOOK REFERENCE NO: \_\_\_\_\_

STAPLE/TAPE HERE

RECEIVER: NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 P/C: \_\_\_\_\_ COUNTRY: \_\_\_\_\_  
 PHONE: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_

STAPLE/TAPE HERE

ADDRESS LABEL INSTRUCTIONS

1. Be sure to attach an address label to each box, bag or suitcase.
2. Make as many copies of this label as you require. We recommend placing a second copy inside any package too.
3. Write your details in the sections indicated on the label.
4. In the order indicated, FOLD (do not cut) along the lines with the address label print facing out (You should be able to see the company logo and address details).
5. After folding is completed Staple twice or tape the label around the luggage handle in the areas indicated.

**NOTE:** Do NOT lock your bags. All consignments are subject to security and customs inspection. The carrier may reject your consignment if bags are received locked. If you insist on locking your bag, please use a combination lock, and send the combination to World Baggage.



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