



Check List and Freight Waiver

IMS-FRM-019.01
Revision: 1.5
Date: 13th October 2022

Date: Account Number:

Customer Name:

CON NOTE No/s:

Complete Check list – Page 2 for when Sea Swift staff are requested to drive customer’s machinery/vehicles for loading and unloading purposes.

CARGO DESCRIPTION –

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.....

Cargo is: (Tick Appropriate)		Solar Panels	<input type="checkbox"/>
Vehicle/ Boat on Trailer/ Trailer (Inspection completed/attached)	<input type="checkbox"/>	Fragile Cargo	<input type="checkbox"/>
Glass / Windscreens	<input type="checkbox"/>	Unsecured Items	<input type="checkbox"/>
Insufficiently Packed	<input type="checkbox"/>	Live Plants *	<input type="checkbox"/>
Maintenance issues/ Serviceability	<input type="checkbox"/>	Other Please Specify:	<input type="checkbox"/>
Received Damaged	<input type="checkbox"/>	

Electronic Device/ TV

***Live plants are exposed to the elements during transit**

Sea Swift will take no responsibility for damage to this / these item(s) whilst in transit

From: To:

I accept that Sea Swift have informed me that the items travelling are identified by above description, and I release Sea Swift Pty Ltd from any responsibility for damage or loss of these goods.

Customer or Agents Name (print):

Signature: Date:

Sea Swift Staff Member (print):

Signature: Date:

Photograph of cargo taken YES / NO

Inspection Report Completed YES / NO

Biosecurity Declaration Form Received YES / NO

(Note: if No ensure this is received by the customer)



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Operator Check List	Y	N	Comments/Faults
Fire Extinguisher present and In date (If applicable)			
Service brake operation			
Park brake operation			
Operation of steering			
Seatbelt operation			
Lights – Head, Stop, Tail & Indicators (road going)			
Beacon Light flashing operation			
Seat/Park brake alarm is operational (If applicable)			
Reverse Alarm lights and sound operational			
Horn operational			
Check for Fuel and Oil leaks			
Clean vehicle cabin and windows			
Oil levels (engine, transmission & hydraulic)			
Check Fan Belt Condition and Tension			
Check For Coolant / Water Leaks			
Wheel nut, rim & tyre condition (damage/punctures)			
Mirrors Present & Operational			
Fork tynes free of damage			
Safety chains for trailers serviceable with D shackles			
Mast and hydraulic cylinders free of leaks			
Check fuel level acceptable for operations			
Damage (inspect for anything else for repair)			
Wheel Nut Indicators			
Display Indicators on Levers			