

## **Annex 8: POD Requirements**

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In the case carrier/haulier creates their own POD, below conditions need to be met in every instance pod must contain the following information:

**Mandatory:**

1. The name and address of the shipper
2. The name and address of the consignee
3. The date of delivery of the goods at destination
4. Signature (or stamp) of the receiver and name (in capitals) on a non-editable document (pdf, screenshot), or digital POD with signature and name recipient. In case of digital POD recipient should be able to get a digital copy.
5. Odyssey reference number – delivery number
6. The quantity of the goods transported
  - a. Number of packages (loaded on xx pallets) and total gross weight or otherwise stated
7. In the case of dangerous goods, their UN number; generally recognized description; classification details

**Requested:**

- The date of the issuance of the goods (loading date)
- The place and date of creation/issuing the transport document
- The name and address of the carrier and/or possibly further subcontractors
- The truck and trailer license plate details
- The place and date of receipt of the goods (loading point) & the place intended for delivery of the goods (delivery point)
- The description of the nature of the goods and the method of packaging
- The number of packages including their marks and numbers
- The instructions required for the completion of customs and other formalities
- The signature and stamp of shipper and carrier.
- incoterms