



Customer Service
1-877-678-SHIP

October 13th, 2008

PUERTO RICO SERVICE ANNOUNCEMENT

Reminder- Shipper's Export Declaration (SEDs) Process

Dear Valued Customer:

Horizon Lines would like to reinforce the importance of turning in the necessary documentation for shipments sailing to and from Puerto Rico. Loads that do not have Shipper's Export Declarations submitted **will not** sail on the intended vessel. Documentation **must be** received by the set cut-offs to ensure that loads make the intended sailing. Late submission of documents will result in a likely delay of your cargo.

Documentation cut-offs are listed below for your reference:

For Southbound shipments from our North America Terminals: (Elizabeth, NJ, Jacksonville, FL and Houston, TX) SED information must be submitted to the documentation department **one-hour prior to cargo arrival**. SED information can be sent via e-mail to (puertoricodoc@horizonlines.com) or faxed to (877-886-7121).

For Northbound shipments from our San Juan, Puerto Rico Terminal, SED information must be submitted **no later than cargo arrival and prior to 5:00 PM**. SED information can be sent via e-mail to (sjudoc@horizonlines.com) or faxed to (787-620-6676). Paperwork must include either the ITN#, exemption statement, or post departure filing citation.

General Guidelines:

- Loads that do not have the necessary documentation will not sail on the intended vessel.
- All cargo cut-offs for Hazardous materials and Hot Hatch will remain in effect.
- Normal demurrage charges will be assessed for loads held due to SED related issues.

If there are any questions or concerns please contact Customer Service or Outbound Documentation at 877-678-7447, or your Horizon Lines Sales Representative. We will continue to make every effort to assist you in this process.

Thank you for choosing Horizon Lines. Always There, Always Delivering.