

# Customer Guide

## Shipping used units

These guidelines are to ensure you follow the stipulated requirements before shipping used units. Please read this document thoroughly, and if you have any questions, please contact your local Wallenius Wilhelmsen representative.

## 1. How to ship used units

**The cargo owner is responsible for ensuring, that the used unit is safe for shipment prior to delivery at the loading port. Please make sure you comply with the following:**

- a. No private personal property, 'Personal Effects', (fully defined in section 5) are allowed inside the unit, be it driving / seating areas, trunks or storage spaces. Some exceptions apply to standard items within used units with a purpose-built accommodation area including boats and yachts. Please see section 7,8 and 9 of this document for more information
- b. Cargo is to be delivered with only  $\frac{1}{4}$  of a tank of fuel. The fuel tank of a self-propelled vehicle powered by liquid fuel or LPG may not be more than  $\frac{1}{4}$  full.
- c. Cargo should be clean and meet the intended destinations' clean cargo requirements. For details, see our Clean Cargo Guidelines: <https://www.walleniuswilhelmsen.com/storage/downloads/clean-cargo-guide.pdf>
- d. The used unit's alarm system must be disconnected.
- e. Units that require electrical supply during the sea voyage are not accepted.
- f. Used vehicles stowed in Containers, Trailers, Trucks are not accepted. Exception may be given specific scenarios contact your local Wallenius Wilhelmsen representative.
- g. For used units that are classified as alternative fuel vehicles (AFV), see section 2 of this document for instructions.

## 2. Requirements for used alternative fuel vehicles (AFVs)

**Booking office requires cargo classification to be provided at booking stage to ensure proper planning, stowage and safe handling are performed. Always take direct contact with your nearest Wallenius Wilhelmsen representative when planning shipping used AFV units.**

**Please note that based on current regulations and internal policies some restrictions may apply for shipping used alternative fuel vehicles (AFV) to any destination, which may include the non-acceptance of certain AFV categories.**

### Wallenius Wilhelmsen AFVs categories:

- a. **BEV** –Battery electric vehicle where only source of power for propulsion is a battery.
- b. **CGV** -Compressed Gas Vehicle, where the source of power for propulsion is gas, such as hydrogen, natural gas (LNG), petroleum gas (LPG) and any Hybrid solutions with Li-battery.
- c. **PHEV** –Plug-in hybrid electric vehicle where source of power for propulsion is either through battery power or through an internal combustion engine (ICE).
- d. **HEV** -Hybrid Electrical Vehicle (All none-plug-in Li-battery solution with ICE engine).
- e. **AFV other** -Any other source of power for propulsion. Details of drive system must be well described for Wallenius Wilhelmsen to assess the risks involved in the transportation of such units.

**In order to proceed with your booking/shipment your products need to be compliant with the below requirements:**

- a. Vehicle in a general good condition free of damage as to impact.  
– Pictures displaying the condition for the vehicle.
- b. Can be driven and there are no mechanical issues.
- c. Cleaned as to Wallenius Wilhelmsen Clean Cargo Guidelines



### 3. Important to note

- a. Batteries will be disconnected.
- b. Vehicles with oil leakages will be refused loading until repairs have been completed.
- c. Vehicles with a missing fuel tank cap will be refused loading until the opening has been properly covered.
- d. Units with allowed standard items must be properly secured.
- e. Units without brakes shall be clearly marked in the windshield display and only loaded if safe handling method is secured (towbar to be used or loaded on a cargo carrier).
- f. Punctured and flat tires must be repaired before loading.

If the above guidance is not followed and subsequent expenses are incurred, this shall be at shippers'/owner's cost.

### 4. Allowed items in used units during ocean transportation

**During ocean transportation, only standard equipment belonging to the unit is allowed. The following is classified as standard equipment:**

- a. Vehicle/boat toolkit (but no batteries tools are permitted)
- b. Spare tire
- c. Mounted fire extinguisher
- d. Items that can be defined as the standard equipment of a vehicle/boat when delivered from the manufacturer to the dealer are allowed.
- e. Standard equipment such as stereo, speakers, in set units must be permanently installed.
- f. Standard equipment stored in the trunk and lockers must be safely secured.

### 5. Items not allowed in used units during ocean transportation

Personal effects



Pressurized cans or containers of any kind



Flammable or hazardous substances, pyrotechnics flares (like hand flares), oils, paints, solvents



Bicycles / motorcycles / scooters, etc.



Perishable goods or foodstuffs, plants, or vegetation



Medical supplies or equipment



Suitcases, crates, and boxes



Firearms or ammunition of any kind (even deactivated weapons or spent shells)



## 6. Requirements for shipping used motorhomes\*

\*Motorhome is a unit with a purpose-built accommodation area.

- a. The shipped content of a used unit must only be what is defined as standard equipment for use in relation to the purpose of accommodation. No other items are allowed.

Personal effects are not allowed in the motorhomes but there is an exception for clothing.

A Letter of Indemnity (LOI) is required in order to allow clothing items within the motorhome. The clothing must be stored only in fixed compartments. [The WW LOI template](#) must be used. This documentation ensures compliance and facilitates approval for the carriage of clothing items.

- b. The only acceptable items carried at shipper's own risk are the equipment listed in section 7 and must be secured, cleaned, and packed in their respective designated areas.
- c. Shipper must supply a signed check list of standard equipment being shipped inside of the units at customer's own risk. The Ocean carrier will not be liable for any type of items inside of the vehicle.
- d. All standard items are to be clean and free of mud or debris. This includes and not limited to bed linen, curtains, and any other leisure equipment. All units/ equipment must adhere to Wallenius Wilhelmsen Clean Cargo Guidelines: [https://www.walleniuswilhelmsen.com/storage/downloads/clean\\_cargo\\_guideline.pdf](https://www.walleniuswilhelmsen.com/storage/downloads/clean_cargo_guideline.pdf)
- e. Standard equipment must not be intended for exporting or re-selling purpose. Equipment must be available for random inspections by customs officers and authorized personnel. If any areas are to be locked, keys must be delivered together with the vehicle ignition key. Carrier is not responsible for any results or actions taken by customs or quarantine on arrival.
- f. Gas cylinders are only allowed if they are securely fixed, listed in the standard equipment list and accompanied with a valid up-to-date gas-free certificate, which must be attached to the cylinder.
- g. Vehicle interior: The inside of the unit being shipped must appear empty.
- h. A complete set of pictures reflecting the unit interior condition together with items check list must be provided by shipper prior delivery. Units will be surveyed at Port of Load and/or Port of Discharge at shipper's cost.

## 7. Allowed items for used motorhomes

**All standard items for used units with a purpose-built accommodation area are listed below, and no other item is allowed. Items must be secured, cleaned, and properly packed on their respective designated areas. Items must be available for random inspections. If any areas have been locked, keys must be delivered together with the vehicle ignition key.**

### Kitchen equipment

- Installed kitchen appliances (like oven, microwave, dishwasher, washing machine, fridge)
- Dishes (like plates, glasses, cups)
- Cutlery
- Pots, pans, strainer
- Can opener, spatula, etc.
- Tupperware containers, freezer bags
- Cooker, Kettle, Portable Cooler
- Kitchen roll, trash bags
- Dishpan, sponge, dish brush
- Gas cylinders (securely fixed) only with accompanying up to date gas free certificate attached to the cylinder
- Camping equipment
- Camping chairs, table
- Picnic blanket
- Grill
- Flashlight
- Road maps, atlas
- Water hose, empty water canister
- Axe for firewood
- Cable reel, extension cord
- Adapters, multiple sockets
- Portable toilet (clean & empty)
- Sleeping bag

### Bathroom equipment

- Towels
- Toothpaste, shampoo
- Hygiene products (diapers, tampons)
- Toilet paper, wet wipes

### Other equipment

- Beddings & sheets
- Pillows
- Mosquito net
- Child seat
- Bicycle and Motorcycle, if mounted externally, carried on a suitable rack, and fully covered with a tarp or cover.

### Salvage & repair equipment

- Spare tires (max. 4), tire repair kit - No chemical repair kits allowed
- Vehicle Spare parts (only for private use)
- Jacks
- Toolbox (Battery tools are not permitted)
- Shovel
- Duct tape
- Wheel chocks
- Salvage equipment (like ropes, chains, winches, belts, sand ladders)
- Ladder
- Compressor-only factory fitted.
- Fire extinguishers (securely fixed)
- Emergency generator (adhere to 1/4 max fuel in the tank – max. tank vol. 450).

## 8. Items not allowed in used motorhomes

Personal effects\*



Pressurized cans or containers of any kind



TVs, navigation devices, DVD's



Weapons, ammunition, and any other contrabands



Flammable and hazardous substances (like aerosol cans)



Cleaning supplies



Drugs and medicine



Fuels and lubricants



Oil containers



Perishable goods, plants, any food, spices, etc.



Electronic devices (printers, cameras, computers, iPad, etc.)



Lithium batteries (as per the International Maritime Dangerous Goods Code)



**\*For exceptions to personal effects please see point 6.a.**

## 9. How to ship used yachts and boats

The acceptance criteria is the same as for used units with a purpose-built accommodation area. The shipping operator will only accept loading boat cradles that are constructed and have sufficient strength for sea transportation.

## 10. Definitions

|                                 |   |
|---------------------------------|---|
| <b>Cargo</b>                    | Goods carried on a ship, aircraft, or motor vehicle   |
| <b>Used unit</b>                | Non-factory new units or any second-hand used cargo (none or self-propelled)  |
| <b>Cargo carrying equipment</b> | Bolsters, roll trailers, flat tracks and containers   |
| <b>Shipping operator</b>        | Wallenius Wilhelmsen Ocean, EUKOR, ARC and Armacup operation representative in Port of Load and the regional Quality department |
| <b>Wallenius Wilhelmsen</b>     | This definition includes the companies – Wallenius Wilhelmsen Ocean, EUKOR, ARC and Armacup                                     |



