### **HOW TO SHIP**

## Step 1:

Download and fill out the Power of Attorney and email it together with your ID to

info@philmaexportlogistics.com

This is to grant us authority to accept and ship an package on your behalf

Our office has to receive your power of attorney and certify it before we can approve and accept your package to ship

The name used to address your package must match that of the ID you provided

# **Step 2:**

Address Your Package In This Format

### **EXAMPLE 1**

C/O Marie Demba Philma Export Logistics LLC 5215 Westgate Drive, Atlanta, GA 30336

#### **EXAMPLE 2**

C/O Marie Demba Philma Export Logistics LLC 15 Lovejoy Circle Powder Springs, GA 30127

Your package must be address in this format and the sender's name must match the name on your ID.

**NOTE:** You cannot use our address as your billing address.