



## Useful Terms and Sentences 过关秘笈



### 秘笈一 专业术语

shipping documents	装运单据
shipping instructions	装船通知
shipping advice	装运须知
shipping mark	唛头
transshipment permitted	允许转运
transshipment prohibited	禁止转运
partial shipment	分批装运
freight prepaid	运费预付
freight to collect	运费到付
shipment terms	装运条款
ship the cargo by direct steamer	用直达轮装运
port of loading	装运港
port of destination	目的港
change the loading port to...	变更装运港为.....
change the unloading port to...	变更卸货港为.....
transship the goods via Hong Kong	经香港转运
pallet	托盘
devanning fee	掏箱费
stuffing fee	装箱费
barge	驳船
pier	码头
berth	泊位
shipping terminal	码头仓库
shipping space	舱位
20' FCL	20 英尺整箱
20' LCL	20 英尺拼箱
prompt shipment	即期装运
forward shipment	远期装运

short shipment	短装, 短卸
loading/unloading charge	装/卸货费用
effect shipment	执行装运
Certificate of Quality	质量证书
Export Licence	出口许可证
Packing List	装箱单
Commercial Invoice in duplicate	商业发票一式两份
container yard	集装箱堆场
Dry Cargo Container	通用干货集装箱
Keep Constant Temperature Container	保温集装箱
Straight B/L	记名提单
Order B/L	指示提单
Bearer B/L	不记名提单
Clean B/L	清洁提单
Unclean B/L	不清洁提单
Shipped B/L	已装船提单
Received for Shipment B/L	收货待运提单
Direct B/L	直达提单
Transshipment B/L	转船提单



## 秘笈二 常用句式

变更装运条款谈判常用句式	
装运期	<p>1. The order No.45 is so urgently required that we have to ask you to speed up shipment. 第 45 号订单所订货物我们要急用, 请你们加快装船速度。</p> <p>2. Can you deliver the goods under the Order No. XXX one month in advance shipment. 可否将第×××号订单货物提前一个月装运?</p> <p>3. Because the producer has been fully engaged, he is unable to advance shipment. 由于厂家满单, 无法提前装运。</p> <p>4. I'm sorry to tell you that we are unable to give you a definite date of shipment for the time being. 很抱歉我们现在还无法告诉你确切的装运日期。</p>

	<p>5. I'm sure that shipment will be effected according to the contract stipulation. 我保证我们能够按照合同的规定如期装运。</p> <p>6. We can effect shipment in December or early next year at the latest. 我们最晚可以在今年 12 月份或明年年初装运。</p> <p>7. We assure you that shipment will be made no later than April. 请你放心我们的装运时间不会迟于 4 月份。</p> <p>8. As the goods are ready for shipment, your request for delayed shipment is not acceptable. 由于货物已经备妥待运, 所以无法接受迟期装运。</p>
装运港	<p>1. We arrange shipment to any part of the world including your required port. 我们承揽去世界各地的货物运输, 包括贵公司要求的港口。</p> <p>2. We'd like to accept your proposal to change the port of lading to Hamburg. 我们愿意接受你们的建议, 把装运港改为汉堡。</p>
目的港	<p>Because the workers at the Marseilles port went on strike, we need change the port of destination to Genoa urgently. 由于马赛港码头工人罢工, 我方急需将目的港改为热那亚。</p>
运输方式	<p>1. We think it necessary to move the articles by way of combined transportation. 我们认为联运货物十分必要。</p> <p>2. You may have some difficulties in arranging railway transportation, I guess. 我猜你们安排铁路运输有困难。</p> <p>3. Today let's discuss the mode of transportation of the steel we ordered. 今天我们就谈谈关于钢材的运输方式吧。</p> <p>4. We don't think it is proper to transport the goods by railway. 我们认为此货品不适合用铁路运输。</p> <p>5. As all the workers of west American ports are on strike, we suggest that the goods are delivered to the destination by air after they arrived at Honolulu Port. 由于美西港口工人全面罢工, 建议货物运至檀香山港后改由空运运达目的地。</p>
分批装运	<p>1. According to the terms stipulated in the contract, we will ship the goods in four equal monthly installments. 根据合同规定的条款, 这批货每月分四批等量装运。</p> <p>2. Because our customers need the goods urgently, you'd better deliver one third in advance. 由于客户急需此批货物, 贵方最好提前给我方运送三分之一。</p>

<p>转运</p>	<ol style="list-style-type: none"> <li>1. if transshipment at Hong Kong will get the goods to Europe in time, we have no objection. 如果在香港将货物按时转运到欧洲，我们没有异议。</li> <li>2. In order to save freight, the goods need to be transshipped at Los Angeles. 为了节约运费，此批货物需在洛杉矶转运。</li> <li>3. Due to Honolulu Port's unacceptance of Chinese vessels, you'd better arrange shipment via Pusan Port, Korea. 由于檀香山港不接受中国船只，烦请安排经韩国釜山港转运。</li> <li>4. As direct steamers to your port are few and far between, we suggest transshipment at Singapore. 由于驶往你港的直达轮稀少，建议经新加坡转运。</li> </ol>
<p>运费</p>	<ol style="list-style-type: none"> <li>1. Freight for shipment from Shanghai to Hong Kong is to be charged to your account. 从上海到香港的运费由贵方负担。</li> <li>2. The bill of lading should be marked as "freight prepaid". 提单上应该注明“运费预付”字样。</li> </ol>