The consignment note should contain the following particulars:

- The date of the consignment note and the place at which it is made out.
- The name and address of the sender, of the carrier and of the consignee.
- The place and the date of taking over of the goods and the place designated for delivery; The description in common use of the nature of the goods and the method of packing, and, in the case of dangerous goods, their generally recognised description.
- The number of packages and their special marks and numbers.
- The gross weight of the goods or their quantity as otherwise described.
- Charges relating to the carriage (carriage charges, supplementary charges, customs duties and other charges incurred from the making of the contract to the time of delivery).
- The requisite instructions for Customs and other formalities.
- Other information specifically related to that shipment.
- A statement that the carriage is subject, notwithstanding any clause to the contrary, to the provisions of the Convention.