



Are you prepared for peak?



Freight Booking & Capacity Management

- ☐ Have peak season volumes been shared with your freight forwarder and carriers?
- ☐ Are bookings being made earlier than normal to secure capacity?
- ☐ Have you reviewed alternative transport options?
- ☐ Are supplier shipping windows locked in and communicated?
- ☐ Have critical shipments been prioritised for premium capacity if required?
- ☐ Do you have visibility tools in place to monitor shipments in transit?



Customs & Compliance

- ☐ Are commercial invoices and packing lists accurate and complete?
- ☐ Have commodity codes (HS codes) been validated?
- ☐ Have all licence, product compliance, or regulatory requirements been checked?
- ☐ Are customs brokers and clearance partners prepared for increased shipment volumes?



Warehouse & Distribution Readiness

- ☐ Does your warehouse have sufficient labour and storage capacity?
- ☐ Have inbound and outbound handling peaks been mapped?
- ☐ Are fulfilment partners prepared for increased order volumes?
- ☐ Have carrier collection schedules been reviewed and confirmed?
- ☐ Are service level expectations agreed with logistics providers?



Contingency Planning

- ☐ Have you identified potential supply chain risks (capacity shortages, port congestion, weather events, strikes or customs delays)?
- ☐ Is there a backup carrier or routing option for critical shipments?
- ☐ Have escalation procedures been agreed with suppliers and logistics partners?
- ☐ Is budget available for expedited freight if required?
- ☐ Have regular peak season review meetings been scheduled to monitor performance and respond quickly to disruption?

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