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CCS A 87

GB/T 30332-2024

Replacing GB/T 30332-2013

**Requirements for Elements and Format of Warehouse
Receipts**
仓单要素与格式要求

Issued on: August 23, 2024

Implemented on: December 1, 2024

Issued by: State Administration for Market Regulation;

Standardization Administration of the People's Republic of China.

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Foreword

This document was drafted in accordance with the rules provided in GB/T 1.1-2020 *Directives for Standardization - Part 1: Rules for the Structure and Drafting of Standardizing Documents*.

This document serves as a replacement for GB/T 30332-2013 *Warehouse Receipt Fundamental Element and Form*. In comparison with GB/T 30332-2013, apart from structural adjustments and editorial modifications, the main technical changes are as follows:

- The title of the document is modified from *Warehouse Receipt Fundamental Element and Form* into *Requirements for Elements and Format of Warehouse Receipts*;
- The definitions of “warehouse receipt”, “warehouse receipt element”, “depositor”, “warehouse operator”, “warehouse receipt holder” and “endorsement” are modified (see 3.1, 3.2, 3.3, 3.4, 3.5 and 3.6; 3.1, 3.2, 3.4, 3.3, 3.5 and 3.7 of Version 2013);
- The term and definition of “confirmation” is deleted (see 3.6 of Version 2013);
- The content of “warehouse receipt type” is modified (see Chapter 4; Chapter 4 of Version 2013);
- The recommended wordings and filling requirements of the elements “the term ‘warehouse receipt’”, “warehouse receipt No.”, “reminder of document of title”, “name of depositor”, “name of stored goods”, “specifications of stored goods”, “packaging of stored goods”, “measurement unit of stored goods”, “quantity of stored goods”, “marking of stored goods”, “endorser’s signature and seal” and “date of shipment from warehouse” among the essential elements are modified (see Table 1; Table 1 of Version 2013);
- The contents, optional wordings and filling requirements of the elements “date of filling and issuance of warehouse receipt”, “residence of depositor”, “name of warehouse operator”, “storage site”, “deliverer”, “consignee”, “loss standard of stored goods”, “storage fee rate”, “price of stored goods”, “endorsee’s signature and seal”, “warehouse operator’s endorsement and seal”, “endorsement date”, “signature and seal of warehouse receipt holder for collecting goods”, “consignor”, “goods collector”, and “goods collector’s valid certificate” among the essential elements are deleted (see Table 1 of Version 2013);
- The contents, recommended wordings and filling instructions of the elements “issuance time of warehouse receipt”, “cancellation time of warehouse receipt”, “measurement mode of stored goods”, “storage site”, “warehouse name”, “inventory location and location No.”, “warehouse operator’s signature and seal”, “warehouse receipt holder’s statement and signature”, “name of endorsee”, “pledgor’s signature and seal”, “pledgee’s signature and seal”, “signature and seal of warehouse receipt holder for collecting goods”, “person handling goods collection”, “valid certificate of person

handling goods collection” and “person handling shipment from warehouse” among the essential elements are added (see Table 1);

- The recommended wordings and filling requirements of “name of storage insurer”, “storage insurance period”, “storage insurance amount” and “attachments” among the optional elements are modified (see Table 2; Table 2 of Version 2013);
- The contents, optional wordings and filling instructions of the elements “item code”, “review and bookkeeping”, “the term ‘confirmation’”, “signature and seal of warehouse receipt confirmer”, “associated warehousing contract”, “inventory location”, “format clauses (instructions, precautions)”, and “electronic signature column” among the optional elements are deleted (see Table 2 of Version 2013);
- The contents, recommended wordings and filling instructions of the elements “warehouse receipt information disclosure time”, “warehouse receipt information disclosure institution”, “warehouse receipt issuance information system”, “warehousing contract information”, “depositor’s address”, “storage period”, “loss standard of stored goods”, “storage fee”, “insurance type of stored goods”, “form of document of title of electronic warehouse receipt”, “format clauses”, “remarks” among the optional elements are added (see Table 2);
- The requirements for “warehouse receipt format” are added (see Chapter 6);
- The requirement for “printing and filling out warehouse receipts” are deleted (see Chapter 6 of Version 2013).

Please be noted that certain content of this document may involve patents. The institution issuing this document does not undertake the responsibility of identifying these patents.

This document was proposed by and shall be under the jurisdiction of National Technical Committee on Logistics of Standardization Administration of China (SAC/TC 269).

The drafting organizations of this document: China Association of Warehousing and Distribution; China Futures Association; Huaxia Bank Co., Ltd.; Hengfeng Bank Co., Ltd.; Bank of Rizhao Co., Ltd.; Shandong Port Investment Co., Ltd.; Shandong Shuifa Dazheng IOT Technology Co., Ltd.; CITIC Phoenix Harbor Supply China Management Co., Ltd.; Sichuan CIM Technology Co., Ltd.; Galaxy Derivatives Financial Service Co., Ltd.; Tangshan Culture & Tourism Digital Technology Development Co., Ltd.; Beijing China National Cotton Exchange Market Group Co., Ltd.; Shanghai Futures Exchange; Beijing Jiaotong University; Shanghai OTC Commodity Derivatives Association; China Warehouse Receipt Registration; Shanghai Commodity Warehouse Receipt Registration Co., Ltd.; Jiangsu Huazhang Logistics Technology Co., Ltd.; Inner Mongolia Tianyan Movable Property Supervision Technology Co., Ltd.; Shanghai Jiao Tong University; Beijing Zhongyan Law Office.

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Requirements for Elements and Format of Warehouse Receipts

1 Scope

This document defines the types of warehouse receipts. It also specifies the elements and format of warehouse receipts.

This document applies to the issuance and use of warehouse receipts in warehousing activities.

2 Normative References

The contents of the following documents constitute indispensable clauses of this document through the normative references in the text. In terms of references with a specified date, only versions with a specified date are applicable to this document. In terms of references without a specified date, the latest version (including all the modifications) is applicable to this document.

GB/T 18354 Logistics Terminology

3 Terms and Definitions

The terms and definitions defined in GB/T 18354, and the following are applicable to this document.

3.1 warehouse receipt

A document of title to collect the stored goods, issued by the warehouse operator (3.4) on the basis of a warehousing contract signed with the depositor (3.3) for the stored goods delivered by the depositor, which is transferable upon endorsement (3.6).

[source: GB/T 18354-2021, 4.36, modified]

3.2 warehouse receipt element

The unit information contained in the warehouse receipt in terms of form and content that reflects the stored goods and activities.

NOTE: warehouse receipt elements are divided into essential elements and optional elements.

3.3 depositor

A legal subject that entrusts the stored goods to a warehouse operator for storage and safekeeping and pays the storage fees in accordance with a warehousing contract.

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