

Session 12 B-C-D:

Export Documents

Managing All the Paperwork



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B.

SHIPPING

Photo: http://upload.wikimedia.org/wikipedia/commons/0/0b/Phoenician_ship.jpg



SHIPPING DOCUMENTS

1. Shipper's letter of instruction
2. Packing list
3. Airway bill
4. Bill of lading
5. Automatic Export System (AES)



Image: <https://pixabay.com/en/hoselidon-marine-the-sea-deep-sea-1426660/>



SHIPPERS LETTER OF INSTRUCTION

- Instructs forwarder
- Supported by power of attorney or authorizing letter
- Attach: PO, Pro-forma, Commercial Invoice, L/C

Photo: <https://pixabay.com/en/landscape-sunrise-hills-summer-1115428/>

John S. Cargeaux, LLC		
Letter of Instruction		
Shippers Name and Address	Date: 25-Apr-08	
Wonderworks, Inc.	Order No.: wwx-12 dtd 1 April 2008	
123 Someplace Street	IRS No.: 12345	
Any Town, Georgia 30083	Schedule B No.: 32345678	
U.S.A.	Contact: Frank Harris, 404-123-4567	
PLEASE (BOOK) (HANDLE) THE FOLLOWING SHIPMENT FOR U/L FOR WHICH DOCUMENTS ARE ENCLOSED		
Consignee:	Importer:	
To Order of Shipper in Blank indorsed	Axone GmbH	
	23 Ingelbado Strasse	
	Wernau	
	Federal Republic of Germany	
Notify:	Container No. (if Applicable):	
O'Higgins & Bern, GmbH	Evergreen #13456	
Customs Brokers		
SAS Brewster Str.	Mark:	
Hamburg, Germany	N/A	
Description for Ocean B/L:	Model 12345 Windshield Wipers	
	Model 12346 Windshield Wipers	
Vessel / Due Date:	Please Arrange: Latest Shipment Date May 20, 2008	
Ocean Freight:	Prepaid	
Port of Discharge:	Bremenhaven, Germany	
Weight/Cube:	2500 lbs / 1140 Kgs 43 cubic meters	
Value for Customs:	CHF Bremenhaven USD 445200	
Terms of Sale:	At Sight Letter of Credit	
Export License:	General License	
The items checked apply to this shipment		
1. Please insure the shipment for	110% of invoice value	<input checked="" type="checkbox"/>
2. Add Following Charges to Comm'l Inv.	N/A	<input type="checkbox"/>
3. Please prepare Certificate of Origin		<input checked="" type="checkbox"/>
4. Other:	N/A	<input type="checkbox"/>
5. Return all documents directly to shipper:		<input type="checkbox"/>
6. Mail to Importer:	Non-original documents only	<input checked="" type="checkbox"/>
7. Mail to Notify Party:	Non-original documents only	<input checked="" type="checkbox"/>
8. Prepare:	At Sight Draft and forward to: Per L/C instructions	<input checked="" type="checkbox"/>
9. Forward Documents as per Letter of Credit (Attached)		<input checked="" type="checkbox"/>
10. Other:		<input type="checkbox"/>
SPECIAL INSTRUCTIONS:	(Attach or place on reverse hereof)	



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PACKING LIST

Tells precisely what you're shipping:

seller, buyer, shipper, invoice number, date of shipment, mode of transport, carrier, itemized quantity, description, package type (box, crate, drum, carton), number of packages, net and gross weight & dimensions (standard & metric)...
WOW!

Gives handling instructions to shippers, customs, customers



PACKING LIST (Prepared by commercial dept.)

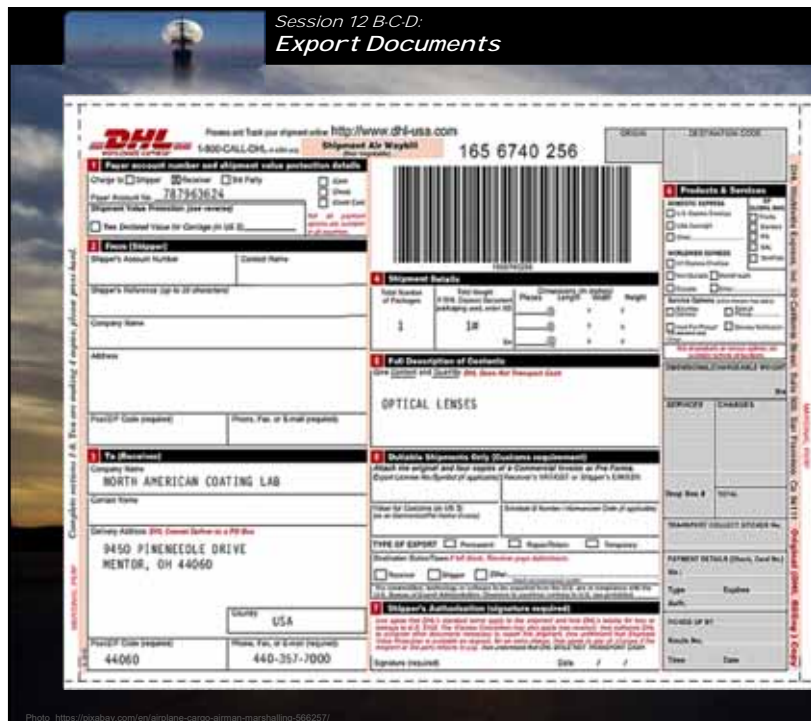
EXPOTER/SHIPPER NAME: LTD BANGLADESH	INVOICE NO.: DATE: 20-06-2011
Applicant: E.S. SUTTON INC. 1400 BROADWAY, 26TH FLOOR NEW YORK, NY 10018, USA	EXP NO.: DATE: 20-06-2011
NOTIFY: A) E.S. SUTTON INC 115 KENNEDY DRIVE SAYREVILLE. NJ 08872, CANADA.	L/C NO.: DATE: 02-02-2011
PORT OF LOADING : DHAKA AIRPORT, PORT OF DISCHARGE : VANCOUVER, CANADA.	SA NO.: DATE:
	CARRIER: E.R.C. NO.: RA-79178
	TERMS OF PAYMENT: IRREVOCABLE LETTER OF CREDIT AT SIGHT.
	L/C ISSUING BANK: HSBC BANK USA, N.A. 2 HANSON PLACE, BROOKLYN, NEW YORK 11217, USA
	ADVISING BANK: FIRST SECURITY ISLAMI BANK LTD. BANANI BRANCH, PLOT # 80, BLOCK # B, KEMAL ATATURK AVENUE, DHAKA-1213
	FINAL DESTINATION : VANCOUVER, CANADA.
	SHIPPED PER : AIR

SHIPPING MARKS	DESCRIPTION OF GOODS	CTN NO	CTN QTY	PCS CTN	TOTAL PCS
SHIP TO: WALMART CANADA DEPT. 30 BRAND NAME: GEORGE ITEM DESCRIPTION: FUR TRIMMED DUSTER SWEATER MEASUREMENTS: 17 X 17 X 12 INCH MADE IN BANGLADESH	FUR TRIMMED DUSTER SWEATER STYLE NO GRF120307G PO NO 84233VM	1-445	445 Ctn	8 Pcs	3,560 Pcs
TOTAL					
			445 Ctn		3,560 Pcs

GRAND TOTAL CARTON : 445 CTN
GRAND TOTAL PCS : 3,560 PCS
GRAND TOTAL NET WEIGHT : 2,051.00 KGS
GRAND TOTAL GROSS WEIGHT : 2,571.00 KGS
GRAND TOTAL MEASUREMENT : 17' X 17' X 12"
CARTON MEASUREMENT : 24.00 CBM
COUNTRY OF ORIGIN : BANGLADESH

For, Ltd.
Authorized Signature

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DHL Express Worldwide

1-800-CALL-DHL

Shipper's Reference No. 165 6740 256

1. **Sender's Details**
Company Name: NORTH AMERICAN COATING LAB
Address: 9450 PINENEEDLE DRIVE, WENTON, OH 44060

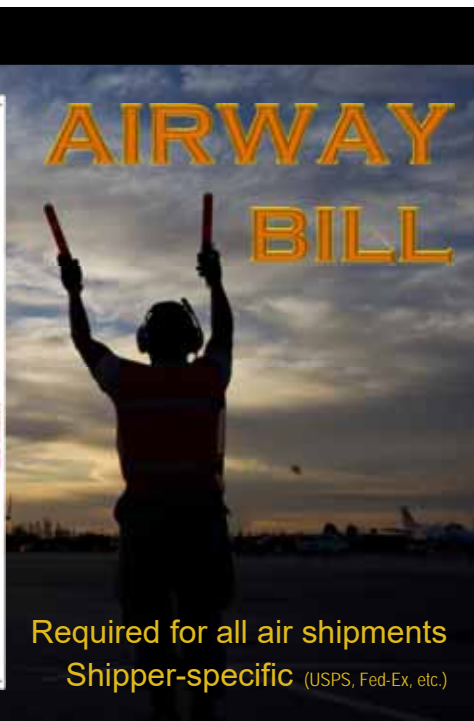
2. **Product & Service**
Description: OPTICAL LENSES

3. **Destination**
Country: USA

4. **Shipping Details**
Weight: 1.38 kg

5. **Charges**
Total: \$11.00

AIRWAY BILL



Required for all air shipments
Shipper-specific (USPS, Fed-Ex, etc.)

Photo: <https://pixabay.com/en/airplane-carpo-airman-marshalling-568267/>

Contract between you and the steamship line

Straight: deliver to consignee

Negotiable: goods can be sold in transit

Photo: <https://pixabay.com/en/sea-sailing-vessel-ocean-sunset-1101168/>

BILL OF LADING

SHIPPER NAME AND ADDRESS TEL & FAX															
SENDER'S NAME AND ADDRESS TEL		THIS IS THE RECEIVER OF THE GOODS ONCE IN PORT. TRY TO CHANGE WITH YOUR AGENT'S NAME ADDRESS SO YOU DO NOT INCUR EXTRA FEES													
SHIP AS CONSIGNEE OR AGENT'S NAME & ADDRESS		THIS IS THE RECEIVER OF THE GOODS ONCE IN PORT. TRY TO CHANGE WITH YOUR AGENT'S NAME ADDRESS SO YOU DO NOT INCUR EXTRA FEES													
Place of Issue BANGKOK, THAILAND	Port of Loading BANGKOK, THAILAND	Port of Destination PORT LUIS, HAWAII	Place of Delivery PORT LUIS, HAWAII												
MAJOR S. 454, N. 317 N		THIS IS THE RECEIVER OF THE GOODS ONCE IN PORT. TRY TO CHANGE WITH YOUR AGENT'S NAME ADDRESS SO YOU DO NOT INCUR EXTRA FEES													
<table border="1" style="width: 100%;"> <tr> <th>Goods & Packages Commodity No.</th> <th>Quantity or Weight or Number of Packages</th> <th>Weight</th> <th>Measurement</th> </tr> <tr> <td> 0500 MISC BULKY NON-CUSTOMS MISC BULKY NON-CUSTOMS MISC BULKY NON-CUSTOMS MISC BULKY NON-CUSTOMS MISC BULKY NON-CUSTOMS </td> <td> 8 8487208 150000 150000 150000 150000 150000 150000 </td> <td> 150000 150000 150000 150000 150000 150000 150000 </td> <td> 1.500 1.500 1.500 1.500 1.500 1.500 1.500 </td> </tr> </table>	Goods & Packages Commodity No.	Quantity or Weight or Number of Packages	Weight	Measurement	0500 MISC BULKY NON-CUSTOMS MISC BULKY NON-CUSTOMS MISC BULKY NON-CUSTOMS MISC BULKY NON-CUSTOMS MISC BULKY NON-CUSTOMS	8 8487208 150000 150000 150000 150000 150000 150000	150000 150000 150000 150000 150000 150000 150000	1.500 1.500 1.500 1.500 1.500 1.500 1.500	<table border="1" style="width: 100%;"> <tr> <th>LOCAL INSPECTION CHARGES AND FUMING ACCOUNT</th> </tr> <tr> <td style="height: 20px;"> </td> </tr> <tr> <td style="height: 20px;"> </td> </tr> <tr> <td style="height: 20px;"> </td> </tr> </table>			LOCAL INSPECTION CHARGES AND FUMING ACCOUNT			
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LOCAL INSPECTION CHARGES AND FUMING ACCOUNT															
OTHER FREIGHTS AND CHARGES PAYABLE HEREIN THIS BILL IS NEGOTIABLE BY ENDORSEMENT															
THIS BILL IS NEGOTIABLE BY ENDORSEMENT															
RECEIVED BY THE SHIPPER TO ORDER OF THE SHIPPER															
RECEIVED BY THE SHIPPER TO ORDER OF THE SHIPPER		RECEIVED BY THE SHIPPER TO ORDER OF THE SHIPPER													
RECEIVED BY THE SHIPPER TO ORDER OF THE SHIPPER															

AES Direct: SED/EEI Filing

Submit SED/EEI | SED/EEI Status

Shipment Number: 2496 | Delivery:

Shipment Ref No.	0000003599	Transportation Ref No.	LAGS7LAA	<input type="checkbox"/> Related Companies
State of Origin	CA	Departure Date		<input type="checkbox"/> Hazardous Cargo
Foreign Trade Zone		Mode of Transport	Vessel, Containerized	<input type="checkbox"/> Routed Trans Flag
Port of Export	4909	Carrier	COSCO	<input type="checkbox"/> Routed Trans Flag
Country of Destination	OS	Conveyance Name	CVS	
Port of Unloading	41323	Vessel Flag		
Import Entry Number		Inbond Type		

State	EXP-13	ID Number	262282334
Addr 1	5700 Wilroy Airport Way	ID Type	X
Addr 2		Contact Firt/Int/Last	968R
City	LONG BEACH	Contact Phone	212-999-3355
Zip Code	90804		

Line Item	Export Code	Value USD	Plant No	First Qty	Second Qty	Gross Weight	License Type	License No	Description	Comm Code
Y	05	6	NO	1		10	C3		DIGITAL	6423810



C.

COMPLIANCE

Image: https://en.wikipedia.org/wiki/Police_dog#/media/File:Wl_Police_Dog.jpg

COMPLIANCE DOCUMENTS

1. Export control licenses
2. Destination control statements
3. APHIS certificates (agricultural stuff)



Image: Soviet bureaucracy, all over the web, no copyright listing.

permission to export specific

products
(and quantities)

to specific

countries
companies
people

Your overseas customer may need a license like this.

licenses, permits, and

EXPORT CONTROLS

GOVERNMENT OF INDIA
MINISTRY OF COMMERCE AND INDUSTRY
JOINT DIRECTOR GENERAL OF FOREIGN TRADE
KENDRIYA SADAN, 6TH FLOOR, C&E WING, KORAMANGALA, BANGALORE-560034

CERTIFICATE OF IMPORTER-EXPORTER CODE (IEC)

1. Name	COCOGURU COCONUT INDUSTRIES PVT.LTD.,
2. Address	4/618, Sri Rama Building, Main Road, Yelmuhi, Puttur, D.E. KARNATAKA 574201
3. Name and Designation of the person whose photograph has been affixed on the Bank Certificate	 KESHAVA RAM MANAGING DIRECTOR
4. Address of the Branch/Div./Unit if any	Branches: NIL
5. IEC Number	071002552
6. Date Of Issue	27.12.2010
7. PAN	AAECC1206H

Place: Bangalore
Date: 27.12.2010
Issued From File No.: Issued from File No. 07/04/130/S2622/AM11/ dated 24.12.2010

(T. PARTHASARATHY)
Foreign Trade Development Officer

Note: In case of any change in the Memorandum or Conditions of IEC Number, the IEC Number shall cease to be valid in respect of Export beyond the IEC after expiry of 60 days from the date of such a change unless in the meantime, the consequential changes are effected to the IEC by the concerned Licensing Authority.



EXPORT CONTROL AGENCIES

International Traffic in Arms Regs. (ITAR)
State Department: military technologies

Export Administration Regs. (EAR)
Commerce Department, Bureau of Industry & Security:
"dual use" technologies (civilian/ military)

Office of Foreign Assets Control (OFAC)
Treasury Department: boycotts, sanctions, embargoes

<http://www.pmdtc.state.gov/index.html>



Potentially military “Dual Use” stuff

Images: All in public domain from Pixabay; nuclear bomb from US Army

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www.treasury.gov/ofac

SANCTIONED COUNTRIES

Burma	Lebanon
Burundi	Libya
Central African Republic	North Korea
Cuba	Somalia
Democratic Rep. of Congo	Sudan
Iran	South Sudan
Iraq	Syria
	Ukraine (Russian-held)

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www.treasury.gov/SDN

SANCTIONED PEOPLE AND COMPANIES

(Specially Designated Nationals)

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DESTINATION CONTROL STATEMENT

Says your customer can't re-ship to prohibited countries, companies or people.

"I confirm that the goods will not be used in

... or, biological or chemical weapons, or

... exported or ... third party who is known or suspected to be involved in the production of ...

APHIS CERTIFICATES



The image displays a USDA APHIS Phytosanitary Certificate for Small Animals. The certificate is titled "PHYTOSANITARY CERTIFICATE TO THE PLANT PROTECTION ORGANIZATION OF SAMPLE". It includes fields for "YOUR OFFICIAL LAB USE", "CLASS OF SAMPLE" (SAMPLE), and "FPC XXXXXXX". The certificate is signed by a USDA APHIS Veterinary Services official, dated OCT 10 2012. The certificate is valid for 30 days after issuance.

I. ANIMAL IDENTIFICATION			
NAME, AND/OR TATTOO NUMBER OR OTHER IDENTIFICATION	BREED - COMMON OR SCOTTISH NAME	AGE	SEX
101	Boxer	3	Male
102			
103			
104			
105			

II. REMARKS OR ADDITIONAL CERTIFICATION STATEMENTS (WHEN REQUIRED)

III. ENDORSEMENT FOR INTERNATIONAL EXPORT (IF APPLICABLE)
PRINTED NAME OF USDA REPRESENTATIVE: FRANCISCO CULLAZO-MATTEL, AVIC
USDA APHIS Veterinary Services, 8100 NW 15th Place, Gainesville, FL 32609
SIGNATURE OF USDA REPRESENTATIVE: [Signature] OCT 10 2012
APHIS Form 1007 (06/01/2010)

Images: All in public domain from Pixabay



Photo: https://commons.wikimedia.org/wiki/File:A_worker_assembling_a_digital_camera_in_Ningbo.jpg

D. ORIGIN

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ORIGIN DOCUMENTS

1. Certificate of Origin
2. FTA Certificate of Origin
3. Certificate of Free Sale

Photo: <http://www.commerce.state.gov/commerce/100000>

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CERTIFICATES OF ORIGIN

- No false claims about origin
- Used in assessing import duties
- “Consular” or “visa’d” invoice may be required

CERTIFICATE OF ORIGIN			
Shipper/Exporter: Wonderwipes, Inc. 123 Somersplace Street Any Town, Georgia 30001, U.S.A.		Document No.: ARC-001	
Commodity: Auto Glass 21 Kigmetel Street Wetzlarstadt Federal Republic of Germany		Export Reference: Manufacture Ref: since 12 Jul 1 April 2008 Army Control Ref: 1234564 Jul 23 Feb 2008 ICR: 12345-101 Rank: 1/2 # 12344-German Bank	
Notify Party: J.F. Higgins & Sons, GmbH Customs Section 345 Bismarck Str. Hamburg, Germany		Forwarding Agent: John S. Cargous, Freight Forwarder 12 Pine Street Lawrenceville, Georgia U.S.A.	
Port of Origin: 123 Main Street Panama, Panama		Part of Country of Origin: Any Town, Georgia, United States of America	
Particulars Shipped (Articles): Particular		Part of Loading: Suwanee, Georgia, USA	
Exporting Carrier/Vessel(Airline): Panair		Overland Inland Routing: Hamburg, Germany	
		Departure Date: 28 May 08	
Particulars Shipped (Articles)			
Marks and Nos.	Units	Description	Weight/Value
Compart 12345	1000 pcs	Model No. 12345 Windshield Wipers	1200 kg/750 lbs; \$1.25 value/pc
	1000 pcs	Model No. 12345 Windshield Wipers	1200 kg/750 lbs; \$1.25 value/pc

The undersigned (I/We/US/USCIS/Owner or agent) do/ave hereto declare for the above named shipper, the goods as described above were shipped and consigned as indicated and are products of the United States of America.

Signed at: Any Town, Georgia, U.S.A., on the 27th day of May, 2008.

Signature of Owner/Agent: _____

Notary Public:
The Any Town Chamber of Commerce, a recognized Chamber of Commerce under the laws of the State of Georgia, has examined the manufacturer's invoice or shippers affidavit concerning the origin of the merchandise, and, according to best of its knowledge and belief, finds the products named

“Wonderwipes” wiper blades

Photo: <http://www.commerce.state.gov/commerce/100000>

FTA CERTIFICATES OF ORIGIN

Australia
Bahrain
Canada (NAFTA)
Chile

Costa Rica (CAFTA)
Dominican Rep. (CAFTA)
El Salvador (CAFTA)
Guatemala (CAFTA)

Honduras (CAFTA)
Israel
Jordan
Korea

Mexico (NAFTA)
Morocco
Peru
Singapore

Photo: License from ThinkstockPhotos-487814018

CERTIFICATE OF FREE SALE

1. Goods freely sold in US
2. Meet US standards
3. No special format
4. Issued by local chamber
5. Few countries require

September 29, 2013

CERTIFICATE OF FREE SALE



TO WHOM IT MAY CONCERN:

The East Overlook County Chamber of Commerce, State of Georgia, United States of America, recognizes that to the best of our knowledge, Kim Un LLC, headquartered at 3542 Crazyman Road, Moores, GA 30260, U.S.A. is a well-established U.S. distributor of Beauty and Personal Care Products, these products are sold freely in and distributed generally throughout the United States of America, and conform to FDA standards. In order to be sold freely in the United States market, the products listed below which are designated as Cosmetics for Personal Care & Bath, are considered to be safe for healthy contact with the skin. To the best of our knowledge, there is no prohibition against export of this product into the country of India.

PRODUCT LIST

No.	Item Description
1.	Avon Lip Balms
2.	Avon Lip Gloss
3.	Avon Perfumed Skin Softener Cream
4.	Avon Naturals Body Lotion
5.	Avon Skin So Soft Body Lotion
6.	Avon Shantunang Body Powder
7.	Avon Eau de Toilette Cologne Spray
8.	Avon Naturals Body Spray
9.	Avon Naturals Shower Gel
10.	Avon Naturals Shampoo

As a matter of policy, the East Overlook County Chamber of Commerce, while assisting and promoting export sales, does not endorse the products described herein. This statement is not to be construed as either an expressed or implied approval or warranty of any such product. This statement shall not be used for propaganda, advertising or similar purpose.

Photo: <https://pixabay.com/en/indian-woman-holding-glass-20131211/>

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THE END

Export Documents



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