

Appendix L

Trade Documents

Appendix L.1 Proforma Invoice

<i>Export References:</i>		<i>Expiration Date:</i>		
<i>Exporter Name and Address:</i>	<i>Ultimate Consignee Name and Address:</i>	<i>Sold To Name and Address:</i>		
<i>Intermediate Consignee/Consigned to:</i>	<i>Notify Party Name and Address:</i>	<i>Date of Shipment:</i> <i>AWB/BL Number:</i> <i>Currency:</i> <i>Letter of Credit Number:</i>		
<i>Conditions of Sale and Terms of Payment:</i> <i>Freight (please mark): Pre-paid ___ Collect ___</i> <i>Title Transfer Occurs At:</i> <i>Payment Terms:</i>	<i>Transportation method:</i> <i>Via:</i> <i>From:</i>	<i>Total Number of Packages:</i> <i>Total Net Weight (kg):</i> <i>Total Gross Weight (kg):</i>		
<i>Item Number, Product Description, Tariff Classification Number, Country of Origin</i>		<i>Quantity</i>	<i>Unit Price</i>	<i>Total Price</i>
Please Note: These commodities, technology, or software were exported from the United States in accordance with the Export Administration Regulations. Diversion contrary to U.S. law prohibited.				
<i>Authorized Signature:</i>		<i>Company:</i>		
<i>Name:</i>		<i>Title:</i>		
<i>Date:</i>	<i>E-mail:</i>	<i>Telephone Number(s)</i> <i>Voice:</i>	<i>Facsimile:</i>	

This invoice is for export/import purposes only and not intended for payment purposes

Appendix L.2. Sample Document: Air Waybill (Air Consignment Note)

000		1234 5678				000- 1234 5678																																														
Shipper's Name and Address		Shipper's Account Number				Not Negotiable Air Waybill (Air Consignment Note) Issued by _____ _____ Member of International Air Transport Association																																														
Consignee's Name and Address		Consignee's Account Number				Copies 1, 2 and 3 of this Air Waybill are originals and have the same validity. It is agreed that the goods described herein are accepted in apparent good order and condition (except as noted) for carriage SUBJECT TO THE CONDITIONS OF CONTRACT ON THE REVERSE HEREOF. THE SHIPPER'S ATTENTION IS DRAWN TO THE NOTICE CONCERNING CARRIERS LIMITATION OF LIABILITY. Shipper may increase such limitation of liability by declaring a higher value for carriage and paying supplemental charge if required.																																														
Issuing Carrier's Agent Name and City		Accounting Information				Accounting Information																																														
Agent's IATA Code		Account No.				Accounting Information																																														
Airport of Departure (Addr of First Carrier) and Required Housing		Accounting Information				Accounting Information																																														
To	By First Carrier	Routing and Destination	to	By	to	By	Currency	Chg Code	INITIAL PRO/COLL	OTHER PRO/COLL	Declared Value for Carriage	Declared Value for Customs																																								
Airport of Destination		Flight/Date		For Carrier Use Only / Flight/Date		Amount of Insurance		INSURANCE: If carrier offers insurance and such insurance is required in accordance with conditions of reverse hereof, indicate amount to be insured in figures in box marked Amount of Insurance.																																												
Handling Information																																																				
No. of Pieces RCP	Gross Weight	Kg	Lb	Rate Class Commodity Item No.	Chargeable Weight	Rate / Charge	Total	Nature and Quantity of Goods (incl. Dimensions or Volume)																																												
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 30%; text-align: center;">Prepaid</td> <td style="width: 30%; text-align: center;">Weight Charge</td> <td style="width: 30%; text-align: center;">Collect</td> <td style="width: 10%;"></td> </tr> <tr> <td colspan="2" style="text-align: center;">Valuation Charge</td> <td colspan="2"></td> </tr> <tr> <td colspan="2" style="text-align: center;">Tax</td> <td colspan="2"></td> </tr> <tr> <td colspan="4" style="text-align: center;">Total Other Charges Due Agent</td> </tr> <tr> <td colspan="4" style="text-align: center;">Total Other Charges Due Carrier</td> </tr> <tr> <td colspan="2" style="text-align: center;">Total Prepaid</td> <td colspan="2" style="text-align: center;">Total Collect</td> </tr> <tr> <td colspan="2" style="text-align: center;">Currency Conversion Rates</td> <td colspan="2" style="text-align: center;">Charges in Destination Currency</td> </tr> <tr> <td colspan="2" style="text-align: center;">Excluded on (date)</td> <td colspan="2" style="text-align: center;">at (place)</td> </tr> <tr> <td colspan="2" style="text-align: center;">For Carriers Use Only at Destination</td> <td colspan="2" style="text-align: center;">Charges at Destination</td> </tr> <tr> <td colspan="2"></td> <td colspan="2" style="text-align: center;">Total Collect Charges</td> </tr> </table>													Prepaid	Weight Charge	Collect		Valuation Charge				Tax				Total Other Charges Due Agent				Total Other Charges Due Carrier				Total Prepaid		Total Collect		Currency Conversion Rates		Charges in Destination Currency		Excluded on (date)		at (place)		For Carriers Use Only at Destination		Charges at Destination				Total Collect Charges	
Prepaid	Weight Charge	Collect																																																		
Valuation Charge																																																				
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Total Other Charges Due Carrier																																																				
Total Prepaid		Total Collect																																																		
Currency Conversion Rates		Charges in Destination Currency																																																		
Excluded on (date)		at (place)																																																		
For Carriers Use Only at Destination		Charges at Destination																																																		
		Total Collect Charges																																																		
								SHIPPER certifies that the particulars on the face hereof are correct and that insofar as any part of the consignment contains dangerous goods, such part is properly described by name and is in proper condition for carriage by air according to the applicable Dangerous Goods Regulations.																																												
								Signature of Shipper or his Agent																																												
								Signature of Issuing Carrier or Agent																																												
								000- 1234 5678																																												

COPY 5 - FOR FIRST CARRIER

Appendix L.3. Commercial Invoice

<i>Export References:</i>						
<i>Exporter Name and Address:</i>		<i>Ultimate Consignee Name and Address:</i>		<i>Sold To Name and Address:</i>		
<i>Intermediate Consignee/Consigned to:</i>		<i>Notify Party Name and Address:</i>		<i>Date of Shipment:</i> <i>AWB/BL Number:</i> <i>Currency:</i> <i>Letter of Credit Number:</i>		
<i>Conditions of Sale and Terms of Payment:</i> <i>Freight:</i> <i>Title Transfer Occurs At:</i> <i>Payment Terms:</i>		<i>Transportation:</i> <i>Via:</i> <i>From:</i>		<i>Total Number of Packages:</i> <i>Total Net Weight (kgs):</i> <i>Total Gross Weight (kgs):</i>		
<i>Line No.</i>	<i>Item Number, Harmonized Number, Product Description</i>	<i>Country of Origin</i>	<i>Quantity</i>	<i>Unit Price</i>	<i>Total Price</i>	
<i>Please Note: These commodities, technology, or software were exported from the United States in accordance with the Export Administration Regulations. Diversion contrary to U.S. law prohibited.</i>						
<i>Authorized Signature:</i>				<i>Company:</i>		
<i>Name:</i>				<i>Title:</i>		
<i>Date:</i>				<i>Telephone Number(s)</i>		<i>Facsimile:</i>
				<i>Voice:</i>		
<i>This invoice is for export/import purposes only and not intended for payment purposes.</i>						

Appendix L.4.

DOCK RECEIPT				
SHIPPER / CONSIGNOR		BOOKING NUMBER		BILL OF LADING NUMBER
		EXPORT REFERENCES		
CONSIGNEE		FORWARDING AGENT - REFERENCE		
		POINT AND COUNTRY OF ORIGIN OF GOODS		
NOTIFY PARTY		DOMESTIC ROUTING / EXPORT INSTRUCTIONS (Additional Notify Party etc.)		
		PRE-CARRIAGE BY	PLACE OF RECEIPT (Pre-carriage)	
EXPORTING CARRIER		PORT OF LOADING	LOADING PIER / TERMINAL	CUSTOMS CLOSING DATE
PORT OF DISCHARGE		FOR TRANSHIPMENT TO (On-carriage)	TRANSIT AT (Foreign City and Country)	CONTAINERIZED <input type="checkbox"/> Yes <input type="checkbox"/> No
MARKS AND NUMBERS	NUMBER OF PACKAGES	DESCRIPTION OF PACKAGES AND GOODS		GROSS WEIGHT
				MEASUREMENT
CONTAINER NUMBER				
SEAL NUMBER				
ONLY CLEAN DOCK RECEIPT ACCEPTED				SPECIAL INSTRUCTIONS
FREIGHT PAYABLE AT	NUMBER OF BILLS OF LADING REQUIRED Original Copies		DECLARED VALUE	
DELIVERED BY: LIGHTER _____ TRUCK _____ ARRIVED — DATE _____ TIME _____ UNLOADED — DATE _____ TIME _____ CHECKED <small>IN SHIP ON DECK</small> LOCATION _____		RECEIVED THE ABOVE DESCRIBED GOODS OR PACKAGES SUBJECT TO ALL THE TERMS OF THE UNDERSIGNED'S REGULAR FORM OF DOCK RECEIPT AND BILL OF LADING WHICH SHALL CONSTITUTE THE CONTRACT UNDER WHICH THE GOODS ARE RECEIVED. COPIES OF WHICH ARE AVAILABLE FROM THE CARRIER ON REQUEST AND MAY BE INSPECTED AT ANY OF ITS OFFICES. <div style="text-align: right;"> FOR THE MASTER BY _____ DATE _____ </div>		

Appendix L.5. Ocean Bill of Lading

A RELIABLE SHIPPING LINE					
(NON-NEGOTIABLE UNLESS CONSIGNED TO ORDER)					
Shipper/Exporter (Complete Name and Address)		ORIGINAL		Bill of Lading No.	
		Export References			
Consignee (Complete Name and Address)		Forwarding Agent - References			
		Point and Country of Origin of Goods			
Notify Party (Complete Name and Address)		Domestic Routing / Export Instructions (Additional Notify Party, Etc.)			
Pre-charge By	Place of Receipt				
Vessel / Voyage No.	Port of Loading		Onward/Inland Routing		
Port of Discharge	For Transhipment To				
Marks and Numbers	No. of Pkgs.	Description of Packages and Goods		Gross Weight	Measurement
PARTICULARS ABOVE FURNISHED BY THE SHIPPER		RECEIVED FOR SHIPMENT in apparent good order and count on unless otherwise indicated therein, the container (s) or other package(s) or units mentioned above, to be carried from the place of receipt or the port of loading to the port of discharge or for transhipment to the delivery place, subject to the terms and conditions on the reverse hereof. One of the original bills of lading must be surrendered duly endorsed in exchange for the goods or delivery order. IN WITNESS WHEREOF, the Master or agent of said vessel has signed the number of bill(s) of lading stated below, all of the same tenor and date, one of which is being here supplied, the others to be issued.			
Container No(s)	Seal No(s)				
Freight & Charges	Revenue Ton	Rate	Per	Prepaid	Collect
Freight and Charges Payable At	Number of Original Bill(s) /L	Place of B/L Issue		A RELIABLE SHIPPING LINE	
Laden On Board the Vessel					
Dated	By	Dated			
			AGENT		

Appendix L.7.

U.S. DEPARTMENT OF COMMERCE – Economic and Statistics Administration – U.S. CENSUS BUREAU – BUREAU OF EXPORT ADMINISTRATION						
FORM 7525-V (2-18-2003)		SHIPPER'S EXPORT DECLARATION			OMB No. 0967-0152	
1a. U.S. PRINCIPAL PARTY IN INTEREST (USPP)(Complete name and address)				ZIP CODE	2. DATE OF EXPORTATION	3. TRANSPORTATION REFERENCE NO.
b. USPP'S EIN (IRS) OR ID NO.		c. PARTIES TO TRANSACTION <input type="checkbox"/> Related <input type="checkbox"/> Non-related				
4a. ULTIMATE CONSIGNEE (Complete name and address)						
b. INTERMEDIATE CONSIGNEE (Complete name and address)						
5a. FORWARDING AGENT (Complete name and address)						
5b. FORWARDING AGENT'S EIN (IRS) NO.				6. POINT (STATE) OF ORIGIN OR FIZ NO.	7. COUNTRY OF ULTIMATE DESTINATION	
8. LOADING PIER (Vessel only)		9. METHOD OF TRANSPORTATION (Specify)		14. CARRIER IDENTIFICATION CODE		15. SHIPMENT REFERENCE NO.
10. EXPORTING CARRIER		11. PORT OF EXPORT		16. ENTRY NUMBER		17. HAZARDOUS MATERIALS <input type="checkbox"/> Yes <input type="checkbox"/> No
12. PORT OF UNLOADING (Vessel and air only)		13. CONTAINERIZED (Vessel only) <input type="checkbox"/> Yes <input type="checkbox"/> No		18. IN BOND CODE		19. ROUTED EXPORT TRANSACTION <input type="checkbox"/> Yes <input type="checkbox"/> No
20. SCHEDULE B DESCRIPTION OF COMMODITIES (Use columns 22-24)						
DF or M (21)	SCHEDULE B NUMBER (22)	QUANTITY – SCHEDULE B UNIT(S) (23)	SHIPPING WEIGHT (Kilograms) (24)	VIN/PRODUCT NUMBER/VEHICLE TITLE NUMBER (25)		VALUE (U.S. dollars, cent cents) (Selling price or cost if not sold) (26)
27. LICENSE NO./LICENSE EXCEPTION SYMBOL/AUTHORIZATION				28. ECCN (When required)		
29. Duty authorized officer or employee				I, the USPP, authorize the forward named above to act as forwarding agent for export control and customs purposes.		
30. I certify that all statements made and all information contained herein are true and correct and that I have read and understand the instructions for preparation of this document, set forth in the "Correct Way to Fill Out the Shipper's Export Declaration." I understand that civil and criminal penalties, including forfeiture and sale, may be imposed for making false or fraudulent statements herein, failing to provide the requested information or for violation of U.S. laws on exportation (19 U.S.C. Sec. 305; 22 U.S.C. Sec. 401; 18 U.S.C. Sec. 1001; 50 U.S.C. App. 2410).						
Signature			Certification – Shipper's Export Declaration or any successor document whenever issued, shall be sought from public disclosure unless the Secretary determines that such exemption would be contrary to the national interest (Title 11, Chapter 2, Section 301 (g)).			
Title			Export documents are subject to inspection by U.S. Customs Service (with Office of Export Enforcement).			
Date			31. AUTHENTICATION (When required)			
Telephone No. (Include Area Code)			E-mail address			
<p>This form may be printed by private parties provided it conforms to the official form. For sale by the Superintendent of Documents, Government Printing Office, Washington, DC 20402, and local Customs District Directors. The "Correct Way to Fill Out the Shipper's Export Declaration" is available from the U.S. Census Bureau, Washington, DC 20233.</p>						

Clear fields 1 to 19

Clear Fields 20 to 26

Clear Fields 27 to 31

Clear all fields

