COMMERCIAL INVOICE

SHIPPER / EXPORTER *(Full name and address)*	COMMERCIAL INVOICE NO.	DATE
	CUSTOMER P.O.NO.	B/L, AWB NO.
	COUNTRY OF ORIGIN	DATE OF EXPORT
CONSIGNEE *(Full name and address)*	TERMS OF PAYMENT	
NOTIFY: INTERMEDIATE CONSIGNEE *(Full name and address)*	EXPORT REFERENCES	
FORWARDING AGENT	AIR/OCEAN PORT OF DEPARTURE	
EXPORTING CARRIER	INVOICE CURRENCY	

PKGS.	DESCRIPTION	NET WT.	GROSS WT.	QUANTITY	UNIT PRICE	TOTAL VALUE

PACKAGES MARKS AND NO.	MISC. CHARGES *(Packing, Insurance, etc.)*	
	INVOICE TOTAL	

CERTIFICATIONS

_____
AUTHORIZED SIGNATURE

Commercial Invoice Instructions

Item 1.   SHIPPER / EXPORTER - the name and address of the principal party responsible for effecting export of the named good(s).

Item 2.   CONSIGNEE - the name and address of the person/company to whom the goods are shipped for the designated end use.

Item 3.   INTERMEDIATE CONSIGNEE - the name and address of the party who effects delivery of the merchandise to the ultimate consignee.

Item 4.   FORWARDING AGENT - the name and address of the duly authorized forwarder acting as agent for the exporter.

Item 5.   EXPORTING CARRIER - the carrier assigned by the shipper / exporter to move the good(s).

Item 6.   COMMERCIAL INVOICE NO. - Commercial Invoice number assigned by the exporter.

Item 7.   DATE - the date the commercial invoice was created.

Item 8.   CUSTOMER P.O. NO. - customer's reference of order number.

Item 9.   B/L, AWB NO. - Bill of Lading, or Air Waybill, number if known.

Item 10.   COUNTRY OF ORIGIN - country of origin of good(s) in shipment.

Item 11.   DATE OF EXPORT - actual date of export of merchandise.

Item 12.   TERMS OF PAYMENT - describe the terms, conditions, and currency of settlement as agreed upon the vendor and purchaser per the Pro Forma Invoice, customer Purchase Order, and/or Letter of Credit.

Item 13.   EXPORT REFERENCE - may be used to record other useful information, e.g. - other reference numbers, special handling requirements, routing requirements, etc.

Item 14.   AIR/OCEAN PORT OF EMBARKATION - ocean port/pier, or airport to be used for embarkation of merchandise.

Item 15.   INVOICE CURRENCY – the currency the commercial invoice values are calculated in.

Item 16.   PACKAGES - record number of packages, cartons, or containers per description line.

Item 17.   DESCRIPTION - provide a full description of items shipped, the type of container (carton, box, pack, etc.), the gross weight per container, and the quantity and unit of measure of the merchandise.

Item 18.   NET WEIGHT - record total net weight per description line.

Item 19.   GROSS WEIGHT - record total gross weight (includes weight of container) per description line.

Item 20.   QUANTITY - record total number of units per description line.

Item 21.   UNIT PRICE - record the unit price of the merchandise per the unit of measure.

Item 22.   TOTAL VALUE - compute the extended total value of each line.

Item 23.   PACKAGE MARKS - record any marks and numbers that are identified on the shipping containers.

Item 24.   MISC. CHARGES - record any miscellaneous charges which are to be paid for by the customer - export transportation, insurance, export packaging, inland freight to pier, etc.

Item 25.   CERTIFICATIONS - any certifications or declarations required of the shipper regarding any information recorded on the commercial invoice.