



AVERITT SHIPPING CHECKLIST

SHIPPING TO CANADA

Required Documents & Information:

(Most of these documents are available on AverittExpress.com)

Bill Of Lading Or Airway Bill: Issued to Averitt by the shipper/exporter, describes the goods to be shipped.

Canada Customs Invoice (CCI) Or Commercial Invoice From The Seller:

- **CCI:** Canada offers the CCI, which contains all data elements required for an import to clear Canada Customs.
- **Commercial Invoice:** This document is Issued between the seller/exporter and the buyer/importer for payment and serves to assist in the customs clearance process. Canada Customs requires certain data elements to be included on a commercial invoice. If the invoice does not contain the required elements, a CCI can be used instead.

Canadian Customs Broker, Name And Contact Information:

The Canada customs broker is hired by the Canadian importer to clear the goods through Canada Customs. Typically, this is a separate transaction from the freight transportation. If the party in Canada does not have a customs broker, or if you (as the US Exporter) want to include customs clearance as part of the shipment, Averitt can assist.

Documents That May Be Required:

EEI - Electronic Export Information: If the item being exported is controlled and/or requires an export license, an EEI must be prepared and transmitted prior to the shipment being exported from the US. To determine if your commodity is a controlled export, you must check the commerce control list by contacting the Bureau of Export Administration at the US Department of Commerce. If your item does require an EEI to be filed, please contact Averitt for assistance.

Restricted Merchandise Permit/License: A license or permit from the responsible governmental agency may be necessary to export certain items such as textiles, food, drugs electronics, chemicals, vehicles, firearms, and ammunition for example.

USMCA Certificate Of Origin: Exporters are no longer required to complete a formal certificate of origin. Instead, they can use informal documentation if all the required data elements are present. We have prepared an easy to use fillable Certification of Origin, which is available from the Document Center on AverittExpress.com.

Wood Fumigation: Canada, in conjunction with the North American Plant Protection Organization (NAPPO), has adopted measures in line with ISPM 15 for wood packaging material (WPM). Commodities destined to Canada from the United States are exempt from the requirement for treatment and official marking. The exporter must write on export paperwork: *"Wood Packing Material of Continental U.S. Origin"*

For more information on shipping to or from Canada, or if you need Customs brokerage assistance, please contact the Averitt North America Cross-Border team at NorthAmerica@AverittExpress.com.

SHIPPING TO THE U.S.

Required Documents & Information:

(Most of these documents is available on Averitt.com)

US Customs Broker, Name And Contact Information: The US importer should have a US Customs Broker to assist with the customs clearance of the shipment from Canada. If the US importer does not have an established US Customs Broker, Averitt can assist.

Customs Surety Bond: Required for formal entries (shipments valued at over \$2,000 USD or that are subject to import restrictions). The US Customs Broker will advise the requirements of the Customs Surety Bond.

Importer Number: IRS Federal Tax ID number or Social Security number must be placed on file with US Customs prior to importation. The US Customs Broker will ensure the Importer Number is established per customs requirements.

Documents That May Be Required:

Restricted Merchandise Permit/license: A license or permit from the responsible governmental agency may be necessary to export certain items such as textiles, food, drugs electronics, chemicals, vehicles, firearms, and ammunition for example.

USMCA Certificate Of Origin: Exporters are no longer required to complete a formal certificate of origin. Instead, they can use informal documentation if all the required data elements are present. We have prepared an easy to use fillable Certification of Origin, which is available from the Document Center on AverittExpress.com.

Wood Fumigation: All wood packaging material entering or transiting the United States except wood of Canadian origin entering from Canada, must be heat-treated, or fumigated and be marked with an approved logo certifying that it has been appropriately treated. Shipments containing noncompliant wood packaging material will not be allowed to enter the United States.

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