

The Commercial Invoice

Importing and Exporting

The commercial invoice is an export documents that contain all the relevant information about the goods you're intending to ship. It's used to create a official customs declaration from which duties and taxes are calculated .



1

When the goods are ready to ship, the seller issues a commercial invoice.

2

It is the seller (exporter) who prepares the commercial invoice.

3

It is the consignee who is responsible for payment of import duties and taxes.

4

It is the consignee who must liase with Customs Services to receive the goods.

Air Waybill No.

Can also be Bill of Lading etc, depending on the mode.

Date of export

Date the order was placed.

Shipper / Exporter

Details of the person sending the goods.

Exporting from Country

The name of the country the goods are being exported from.

Reason for export

The reason for exporting, such as sample, goods for sale.

Sending to Country

The destination country.

Shipment details

Country of origin, any defining marks, identification, number of units, full description of the goods.

Total packages/items

Total up the number of packages/units included

Signature of shipper

Signature of the person who is responsible for the shipment.

Shipper name and title

The name of the person who is responsible for finalising the shipment.

Export Declaration (Australia)

Goods intended to be exported from Australia must be declared on an Export Declaration if the goods:

- have a value of more than AUD2000
- need an export permit (regardless of their value)
- are goods where duty drawback is being claimed
- are dutiable or excisable goods where the duty or excise duty is unpaid.

COMMERCIAL INVOICE

INTERNATIONAL AIR WAYBILL NO. []

DATE OF EXPORTATION [] SHIPPER'S INVOICE NUMBER []
(i.e., order no, invoice no.)

SHIPPER / EXPORTER
Please add all details such as name, address, phone, Business Registration No./ Customs / Tax ID No. e.g. GST / RFC / VAT / IN / EIN / ABN, or as locally required.

CONSIGNEE
Please add all details such as name, address, phone, Business Registration No./ Customs / Tax ID No. e.g. GST / RFC / VAT / IN / EIN / ABN, or as locally required.

COUNTRY OF EXPORT [] IMPORTER - IF OTHER THAN CONSIGNEE
(full name, address, email and phone no.)

REASON FOR EXPORT
(e.g. personal gift, return for repair, sample)

COUNTRY OF DESTINATION []

COUNTRY OF ORIGIN	MARKS/ NO'S	NO. OF PKGS UNITS	TYPES OF PACKAGING	FULL DESCRIPTION OF GOODS <small>What is it? What is it made of? What is it used for?</small>	HS CODES	QTY	UNIT OF MEASURE <small>e.g pieces units, set</small>	WEIGHT <small>kg / lb</small>	UNIT VALUE <small>currency</small>	TOTAL VALUE
		TOTAL PKGS								

TOTAL WEIGHT [] CURRENCY [] TOTAL INVOICE VALUE []

I DECLARE THE INFORMATION CONTAINED IN THE INVOICE TO BE TRUE AND CORRECT.

SIGNATURE OF SHIPPER/EXPORTER []

NAME (PLEASE PRINT) [] TITLE (PLEASE PRINT) [] DATE []

Payment Method: L/C [], T/T [], Others []
Check one: F.O.B. [], C.I.F. [], C.I.F. []
Check if applicable

Shipper's invoice

Add a unique shipper invoice number.

Consignee

The person who is financially responsible (the buyer) for the receipt of the shipment.

Importer if not consignee

If no consignee, who is responsible for the receipt of the shipment.

Shipment details

HS Codes, quantity of items, units of measure, weight, unit value in local currency, total value of the line item(s).

Total weight

Total weight of the entire shipment.

Currency

Value of the goods in the local currency.

Total of invoice

Value of the goods in the local currency.

Status

Indicate the method of payment, such as cost, insurance and freight, cost and freight

Payment method

Indicate the method of payment.

Invoice date

The date of the invoice.



oneworldcourier.com.au
1300 617 365