

**COMMERCIAL INVOICE SHOULD BE COMPLETED FOR DELIVERY OF COMMERCIAL GOODS
(FOR SALE)**

**PRINT COMMERCIAL INVOICE ON CONSIGNORS LETTERHEAD SHOWING LEGAL ADDRESS
ORIGINAL COMMERCIAL INVOICE SHOULD BE SUBMITTED (NOT A COPY)
ALL GREY FIELDS MUST BE COMPLETED**

COMMERCIAL INVOICE

Invoice No Insert Invoice number
Date Insert date of Invoice

<p><u>Invoice Address (no private individuals):</u> Put legal address and name of consignee/receiving company in accordance with registration docs of the consignee</p>	<p><u>Delivery terms (Incoterms)</u> Put delivery terms (Incoterms) as per trade contract</p>
<p><u>Ship to (no private individuals):</u> Put delivery address of consignee/receiver (where the Goods should be delivered to after Clearance as per airwaybill)</p> <p><u>Contact person:</u> First name and family name of contact person at the receiving company</p> <p><u>Phone:</u> Phone number of contact person at the receiving company for clearance and delivery</p>	<p><u>Delivered under:</u> Put number and date of trade contract</p> <p><u>Payment terms</u> Put terms of payment as per trade contract (check that consignee/receiver is able to keep indicated terms!)</p>

No item	Description	Country of origin	Net weight/kg	HS Code	Qty (pieces)	Unit price, USD	Total price, USD
1.	PUT FULL DETAILED DESCRIPTION OF THE GOODS: PURPOSE OF USE; MATERIAL; TRADE MARK; model/part number/serial number/article/technical parameters/chemical composition	PUT COUNTRY OF ORIGIN NAME OF MANUFACTURE R	Indicate net weight per each line/position	Put HS code of each item	Indicate quantity per each line/position	Insert retail value. Attach proof of value: e.g. 1) pricelist or 2) proof of payment or 3) export declaration copy etc	Insert Total retail value
2.							
Total, USD							Total goods value

Insurance cost, USD:	Put Insurance amount as per Insurance certificate if Goods are insured;
Freight cost, USD:	Put transportation cost amount (for Incoterms DDU, CPT, CIP, CIF);
Total for payment, USD:	Put total amount: total price, insurance amount (if Goods insured), transportation cost (transportation cost for DDU, CPT, CIP, CIF)

Gross Weight, kg (total) :	Put total gross weight of the shipment (should match weight on airwaybill)
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Signed by:	Authorized representative of shipper/consignor must put his signature here and stamp of shipper's/consignor's company (if available)
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