***CHECKLIST***

**Commercial invoices should contain the following (unless in Notes):**

[ ]  a) Buyer and Sellers Full Name and address

[ ]  b) Full description of the goods, including their HS codes (Harmonisation Systems). The description should be clear to allow for the classification to be verified.

VIN Number if Vehicle

[ ]  c) Value of the goods including currency

[ ]  d) Origin of the goods

[ ]  e) Terms of sale as per Incoterms

[ ]  f) Exporter & Importer EORI numbers

[ ]  g) Number and types of packages

 (Note: May be on Packing list)

[ ]  h) Net and gross weights

 (Note: Please provide totals + per HS code – i.e. weights should be given per individual code)

 (Note: May be on Packing List)

Optional

[ ]  To claim preferential duty on goods with GB origin the paperwork should contain a signed and dated statement. Please note that the current ruling is that without the statement duty must be charged – irrespective of Country of Origin. Wording

**The exporter of the products covered by this document (Exporter Reference No ... (2)) declares that, except where otherwise clearly indicated, these products are of UK.. (3) preferential origin.**

**…………………………………………………………….............................................(4)**

**(Place and date)**

**…………………………………………………………….............................................**

**(Name of the exporter)**