***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)**