



## Commercial Invoice – Example and Reference Guide

**Description of a Commercial Invoice** – a document that provides additional information regarding the kits being shipped and is used for customs declaration (not for payment remittance to the CAP).

**Item A = Waybill Number:**

Carrier tracking number (This is not traceable until the shipment is picked up by the carrier).

**Item B = Date of Export:**

Date shipment is picked up at the package location by the carrier.

**Item C = Buyers Reference:**

Program code, year and the consignee’s CAP account number.

**Item D = Ultimate Consignee:**

Name, address and contact information of the importer (laboratory).

**Item E = Sold To:**

Name, address and contact information of the importer (laboratory) or buying agent if designated by importer.

**Item F = Notify:**

Broker, if designated by the importer (laboratory).

**Item G = Intermediate Consignee:**

Importer of Record, if designated by the importer (laboratory).

**Item H = Incoterms:**

Shipments are processed Carriage Paid To (CPT) destination. The importer is responsible for paying the government of import for duties/taxes/fees.

**Item I = Program Code/Product Description:**

Ordered program code consigned under this waybill and description of the contents.

**Item J =Harmonized Code:**

Description code classification based on the contents of the kit as defined by the World Customs Organization.

**Item K = Total Invoice Value:**

This is the declared value of goods which is used by the government of import to assess duties/taxes/fees.

COLLEGE of AMERICAN PATHOLOGISTS		COMMERCIAL INVOICE			
FOR CUSTOMS PURPOSES ONLY - DO NOT REMIT PAYMENT FOR THIS INVOICE					
<b>Exporter / Shipper</b> CAP C O P T S 205 West Levee BROWNSVILLE TX 78520 UNITED STATES  <b>Contact:</b> Phone: +001-847-832-7389 Tax Identification Number: 362118323		<b>Shipment ID</b> Waybill Number <b>A</b>		<b>Page Number</b> 1 of 1	
<b>Buyer's reference</b> <b>C</b>		<b>Date of Export</b> <b>B</b>		<b>Reason for Export Sold</b>	
<b>Order Number</b>		<b>Customer ID Number</b>			
<b>Ultimate Consignee</b> <b>D</b>  <b>Contact:</b> Phone: Tax Identification Number:		<b>Notify</b> <b>F</b>  <b>Contact:</b> Phone:			
<b>Sold To</b> <b>E</b>  <b>Contact:</b> Phone: Tax Identification Number:		<b>Intermediate Consignee</b> <b>G</b>  <b>Contact:</b> Phone: Tax Identification Number:			
<b>Incoterms</b> <b>H</b> CPT		<b>Country of Export</b> UNITED STATES		<b>Country of Destination</b>	
<b>Additional Comments:</b> THIS PRODUCT IS FOR PROFICIENCY TESTING PURPOSES ONLY, IT IS INTENDED FOR LABORATORY EDUCATION AND QUALITY IMPROVEMENT. THIS PRODUCT IS NOT TO BE USED IN THE TREATMENT AND DIAGNOSIS OF PATIENTS					
Quantity	Marketing Code	Product Description	HS Item No. / Country of Origin	Unit Value (USD)	Total Value (USD)
1		Program code(s): <b>I</b>  Labelled As: This product is non-infectious, non-hazardous, and non-restricted.	3001200000 US <b>J</b>		
<b>Additional Product Information:</b> NO COMMERCIAL VALUE			<b>Total Commodity Value:</b> Freight: Insurance:  <b>Total Invoice Value:</b> <b>K</b> Currency: (USD)		
<b>Declaration Statement:</b> I hereby certify that the information on this invoice is true and correct and the content and value of this shipment is as stated above.			<b>Total Number of Packages:</b> <b>Package(s) Dimension:</b> <b>Total Shipment Weight:</b>		
<b>Authorized Signature:</b>			<b>Name of Signatory:</b> Title: Date: 10/19/2020		
<small>These commodities, technology, or software were exported from the United States in accordance with Export Administration Regulations. These items are controlled by the United States Government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be used, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.</small>					