

# STEEL:

## BASIC DOCUMENTARY REQUIREMENTS FOR CUSTOMS ENTRY

- **Commercial Invoice:** A Commercial Invoice is required to include many elements of information needed to inform Customs of the details of the transaction between you and the seller. Information required on the Invoice is as follows:
  - The full name and address of the seller and the consignee (buyer) of the goods
  - The terms of sale with the currency used and exchange rate (if agreed to)
  - The country of origin of the goods and the language used on the Invoice must be English.
  - The articles should be described in terms sufficient to allow a layman to determine what the articles are.
  - Quantities of each of the articles must be declared along with the unit values and extended values.
  - Weights and measures of the articles are required if they are necessary to ascertain duties or Quota issues.
  - Discounts must be clearly shown.
  - The following charges must be indicated and noted as to whether or not they are part of the invoice value:
    - packing costs
    - ocean or air freight
    - marine insurance
    - Assists
    - buying and or selling commissions
  - The name of a responsible employee of the exporter, who has knowledge of or can readily obtain knowledge of the transaction, should be shown on the invoice document.

**Packing Lists:** Information required for Customs normally found on a packing list includes:

- Marks and numbers of all of the cartons, pallets, drums, etc. in the shipment
- The measurements and gross and tare weights of each item.

The importance of this information is magnified if Customs elects to examine a portion of the imported cargo.

**Bill of Lading:** A Bill of Lading or any other document that shows evidence of your right to make entry to Customs is required. Generally a Bill of Lading or Airway bill is tendered to Customs to show right to make entry. The Bill of Lading should indicate the notify party so that this party may be notified on arrival of the freight at the port. If an original bill of lading is issued, one of the Originals must be endorsed and tendered to the Steamship Line. We suggest that your surface shipments move under Waybills or Cargo receipts to avoid any delays caused by Steamship hold on your shipment. Special note on your Airfreight shipments: You should insist that the AWB and HAWB show you as the consignee. Avoid having a bank, shipper or 'To Order' consignee.

**Articles of Chapter 72 or heading 7301 to 7307.** Statement of the percentages by weight of carbon and any metallic elements contained in the articles in the form of a mill analysis or mill test certificate.

For the following articles: Ingots blooms, billets, slabs, etc. wire rods, structural shapes, plain 76 MM and over, sheet piling, plates, rail and track accessories, wheels, and axles, concrete reinforcing bars, bar shapes under 76 MM, bars not rolled, alloy Bars, cold finished, Hollow Drill steel, Welded pipe and tubing, other pipe and tubing Round and shaped wire, Flat wire, you must have the following data:

1. The date of agreement of the final sales price for the shipment
2. A description of and the additional price charged for extras, other than width and length , with extras described in terms understood in the U.S. market.
3. The American Iron and Steel Institute (AISI) Category.
4. The base price for each steel category on which the total sales price was based.
5. The name of the producer, the importer and the price paid by the first unrelated purchaser in the US , if that price is available at the time of filing the entry summary.
6. Identification by number of any applicable standards such as American Society for Testing and Materials (ASTM) American Pipe Institute (API) or other generally accepted standards. ‘
7. Name of the country where the steel was poured or cast and if any other processing occurred outside of the pouring or casting country. List each country where processing occurred along with a description of the processing and each date of export from each country.