



International Shipping Requirements Checklist



Most Commonly Used Terms of Sale/Purchase Agreements

EXW — Ex Works: Seller delivers (without loading) goods at disposal of buyer at seller's premises. Long held as the most preferable term for those new to exporting because it represents the minimum liability to the seller.

FCA — Free Carrier: Seller delivers goods to the carrier and may be responsible for clearing the goods for export (filing the EEI).

CPT — Carriage Paid To: Seller delivers goods to the carrier at an agreed place, shifting risk to the buyer, but seller pays cost of carriage to the named place of destination.

CIP — Carriage and Insurance Paid: Seller delivers goods to the carrier at an agreed place, shifting risk to the buyer, but seller pays cost of carriage and insurance to named place of destination.

DAT — Delivered At Terminal: Seller bears cost, risk, and responsibility until goods are unloaded (delivered) at named quay, warehouse, yard, or terminal at destination. Seller clears goods for export, not import. DAT replaces DEQ and DES.

DAP — Delivered At Place: Seller bears cost, risk, and responsibility for goods until made available to buyer at named place of destination. Seller clears goods for export, not import. DAP replaces DAF and DDU.

DDP — Delivered Duty Paid: Seller bears cost, risk, and responsibility for cleared goods at named place of destination at buyer's disposal.

FOB — Free On Board: Risk passes to buyer, including payment of all transportation and insurance costs, once delivered on board the ship by the seller, a step farther than FAS (ocean only).

Toll-Free & Online Resources

FedEx® Great Rates Hotline
1.877.463.7408

Spot Quote: Import/Export

FedEx International Customer Service
1.800.247.4747

FedEx International Express
Freight®/FedEx International Ground® to Canada
General International Questions
Pickup — Parcel/MPS
Tracking/Tracing
Transit Times
Supplies
Remote Pickup (RPI)

FedEx International Express Freight (IXF) Customer Service
1.800.332.0807

FedEx International Priority® Freight/FedEx International Economy® Freight Questions and Booking
IXF Pickup

Regulatory Consulting
1.800.851.3336, option 5

rcg@fedex.com

Documentation Questions
Country Profiles
Duty/Tax Questions
Commodity Classification Questions
Compliance Questions

FedEx Billing
1.800.622.1147, option 5

International Billing Questions
Duty/Tax Invoice Questions
Duty/Tax Dispute

FedEx Freight International Customer Service
1.866.393.4685
canadasolutions@fedex.com

Pickup
Tracking
Billing
Document Questions

FedEx Trade Networks Air/Ocean Customer Service
1.800.715.4045

Account Set-up
Quoting
Tracking/Tracing

FedEx Trade Networks Canada Non-Resident Importer (NRI)
1.905.677.7371 (toll)

Brokerage Questions
NRI Questions
NRI Account Set-up

International Documentation Determination

Documentation is determined by the type of shipment:

- Commodity shipment
- Document shipment

Commodity shipments require Customs documentation:

- Commercial Invoice — most commonly used.
- Certificate of Origin — typically for textile shipments.
- NAFTA Certificate of Origin — for shipments within the NAFTA region.
- High-value shipments valued at more than \$2,500 require EEI (Electronic Export Information). (FedEx offers multiple options for EEI filing.)

Document shipments require one of the following:

- FedEx® International Air Waybill or FedEx shipping label for FedEx Express® shipments.
- Commercial Invoice for FedEx International Ground® shipments.

Documentation Format Options

Shippers can use their own or carrier-generated documentation templates and formats.

ETD (FedEx® Electronic Trade Documents) automates the flow of international documentation:

- Flexibility to use shipper or carrier-generated documentation.
- Ability to electronically submit documents, with no manual printing required.

Accurate Documentation Preparation Best Practices

- Use full contact information for shipper and recipient, including phone number.
- Recipient postal code detail is critical for on-time deliveries.
- List detailed and accurate product/commodity information.
- Inaccurate duty and tax calculations could result in additional landed costs — use our duty and tax estimator.
- Harmonized codes determine applicable tariff rates — use our Harmonized Commodity Description and Coding System resource.
- Include the country of original manufacture for each item in the shipment.
- Differentiate between the declared value for carriage and customs.

Export/Import Questions to Help FedEx Serve You Better

Do you:

- Export shipments from the U.S.?**
- Pay for 3rd party export shipments?**

Do you:

- Import shipments to the U.S.?**
(If yes and you don't ship with FedEx, consider using FedEx for the transportation with our FedEx International Broker Select® option.)
- Pay for 3rd party import shipments?**

Do you export/import via air, ocean, surface, or all three?

• Air:

- Airfreight
- Parcels
- Both

• Ocean:

- FCL (full-container load) (40' or 20')
- LCL (less-than-container load)

• Surface

- LTL (less-than-truckload) freight
- Parcels

How often do you export/import shipments and what is your shipping volume?

What are the countries you export from/import to?

What commodities do you export/import?

What is your average commodity shipment value? *(If the value is more than \$2,500, consider the EEI filing options FedEx offers.)*

Do you utilize FedEx for your export/import brokerage needs? *(Consider FedEx International Broker Select versus brokerage-inclusive options.)*

- Yes
- No

Who typically pays for the duties and taxes of your shipments? *(Consider shipper, recipient, and 3rd party options.)*

Do you prepare and utilize your own or carrier-generated documentation? *(Consider ETD.)*

What service provider considerations are most important to you? *(e.g., cost, transit time, visibility, local contacts, brokerage selection, etc.)*

What carriers/forwarders do you use?

What documents do you currently provide to your freight forwarder?

In what format and by what means does your forwarder provide invoices and rate quotes?
