

# REQUIRED DOCUMENTS FOR CROSS-BORDER CANADA SHIPMENTS

When shipping in and out of Canada. There are four required documents that must handed to the driver at time of pickup.

# 1. Bill of Lading

# 2. Canada Customs Invoice (CCI)

# 3. USMCA Certificate of Origin

# 4. Packing List

## **Tips & Info**

- Please upload your documents to your shipment in your FreightCenter account.
- Contact your customs broker before the shipment is picked up.
- Harmonized System (HS) Code Lookup: <u>https://hts.usitc.gov/</u>
- Schedule B Look Up: <u>https://uscensus.prod.3ceonline.com/</u>

\*Failure to provide necessary documents may cause shipping delays and/or additional charges.

**GET IN TOUCH** 

| Revenue Revenu   | CANADA C   | USTOMS INVO  | NCE   |                          |   |  |  |
|--|--|--|---|--------------------------|---|--|--|
| Canada Canada  | FACTURE DES DC                                   |  |   | FS                       |   | Page of de   |  |
| Vendor (Name and Address) - Vendeur (Nom et adresse)   | THOTOME DES DO                                   | <ol> <li>Date of Direct</li> <li>Other Reference</li> </ol>  | Shipment  | to Canada<br>Je Purchase | r's Order No.)  | irecte vers le Canada  |  |
|  |  |  |   |                          | ommande de l'achet  | eur)   |  |
| Consignee (Name and Address) - Destinataire (Nom et adresse)   |  |  | e de l'ach  | eteur (S'il dif          | her than Consignee)  Ifere du destinataire)  ansbordement               |  |  |
|  |  |  |   |                          |   |  |  |
|  |  | Pays d'origine des marchandises  ENTER ORI SI L'EXPÉD  |   |                          | ENTER ORIGINS AGAINS<br>SI L'EXPÉDITION COMPI<br>DIFFÉRENTES, PRÉCISE   | IENT INCLUDES GOODS OF DIFFERENT ORIGINS<br>RIGINS AGAINST ITEMS IN 12.<br>ÈDITION COMPREND DES MARCHANDISES D'ORIGINES<br>NTES, PRÉCISER LEUR PROVENANCE EN 12. |  |
| Transportation: Give Mode and Place of Direct Shipment to Canada   |  | 9. Conditions of Sale and Terms of Payment (i.e. Sale, Consignment Shipment, Leased Goods, etc.) Conditions de vente et modalités de paiement (p. ex. vente, expédition en consignation, location de marchandises, etc.)   |   |                          |   |  |  |
|  |  | 10. Currency of Settlement - Devises du paiement   |   |                          |   |  |  |
| 11. No of Pkgs Description and Characteristics, i.e. Grade, Quality)   | and Numbers, General                             |  | 13. Qua   | antity<br>e Unit)        | Selling Pr  | rice - Prix de vente   |  |
| Désignation des articles (Nature des colis, marques et nu et caractéristiques, p. ex. classe, qualité)  18. If any of fields 1 to 17 are included on an attached commercial invol            |  |  | (Pré  | antité<br>éciser         | Prix unitaire   | 17. Invoice Total  |  |
| Si tout renseignement relativement aux zones 1 à 17 figure sur une ou commerciales ci-attachées, cocher cette case  Commercial Invoice No. / N° de la facture                                |  |  | Net   | Total Weigh              | t - Poids total<br>Gross - Brut   | Total de la facture  |  |
| 19. Exporter's Name and Address (If other than Vendor)<br>Nom et adresse de l'exportateur (s'il diffère du vendeur)  |  | 20. Originator (Na   | me and Ad   | ddress) - Exp            | éditeur d'origine (No   | m et   |  |
| 21. Departmental Ruling (If applicable) - Décision du Ministère (s'il y a  |  |  |   | ans objet, c             | ocher cette case  |  |  |
| If included in field 17 indicate amount:     Si compris dans le total à la zone 17, préciser  (i) Transportation charges, expenses and insurance from the place of direct shipment to Canada | (i) Transportation charge to the place of direct | total à la zone 17, pr<br>ges, expenses and ir<br>ct shipment to Cana  | otal à la zone 17, préciser : Cocher (s'il y a ces, expenses and insurance (i) Royalty pa |                          | er (s'il y a lieu) :<br>ralty payments or subs<br>paid or payable by tl | ne purchaser   |  |
| Les frais de transport, dépenses et assurances Les frais de transpor   |  | ct simplifient to carloud a die pau of payable by the carloud are pau of payable by the period of payable by the payable by the period of payable by the payable by the period of payable by the per |   |                          | uits ont été ou   |  |  |

(ii) Amounts for commissions other than buying commissions Les commissions autres que celles versées pour l'achat

(iii) Export packing Le coût de l'emballage d'exportation

CI1 (95/01) Printed in Canada - Imprimé au Canada

(ii) Costs for construction, erection and assembly incurred after importation into Canada Les coûts de construction, d'érection et d'assemblage après importation au Canada

(iii) Export packing Le coût de l'emballage d'exportation (ii) The purchaser has supplied goods or services for use in the production of these goods L'acheteur a fourni des marchandises ou des

| UNITED STATES-MEXICO-CANADA AGREEMENT |  |  |                     |                  |                   |  |
|---------------------------------------|--|--|---------------------|------------------|-------------------|--|
| FREIGHTCENTER USMCA                   |  |  |                     |                  |                   |  |
|                                       |  | ION OF ORIGIN                                  |                     |                  |                   |  |
| 1. Certifier Name and Address:        |  | 2. Exporter Name                               | and Address         | S:               |                   |  |
|                                       |  |  |                     |                  |                   |  |
|                                       |  |  |                     |                  |                   |  |
|                                       |  |  |                     |                  |                   |  |
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|                                       |  |  |                     |                  |                   |  |
| Telephone:                            |  | Telephone:                                     |                     |                  |                   |  |
| E-mail:                               |  | E-mail:  |                     |                  |                   |  |
| Tax ID Number:                        |  | Tax ID Number:                                 |                     |                  |                   |  |
| 3. Producer Name and Address:         |  | 4. Importer Name                               | and Address         | <u>:</u>         |                   |  |
|                                       |  |  |                     |                  |                   |  |
|                                       |  |  |                     |                  |                   |  |
|                                       |  |  |                     |                  |                   |  |
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|                                       |  |  |                     |                  |                   |  |
| Telephone:                            |  | Telephone:                                     |                     |                  |                   |  |
| E-mail:                               |  | E-mail:  |                     |                  |                   |  |
| Tax ID Number:                        |  | Tax ID Number:                                 |                     |                  |                   |  |
| EA Dout Number                        | E Description of Cood(s):                                | 6. HS Tariff                                   | 7. Origin           | 8. Country       | 9. Blanket Period |  |
| 5A. Part Number                       | 5. Description of Good(s):                               | Classification                                 | Criteria            | of Origin        | (MM/DD/YY)        |  |
|                                       |  |  |                     |                  | From:             |  |
|                                       |  |  |                     |                  |                   |  |
|                                       |  |  |                     |                  | То:               |  |
|                                       |  |  |                     |                  |                   |  |
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|                                       |  |  |                     |                  |                   |  |
| 10. I CERTIFY THAT:                   |  |  |                     | •                |                   |  |
| The goods described in                | this document qualify as originating and the information | contained in this docume                       | ent is true and ac  | curate. I assume | responsibility    |  |
|                                       | entations and agree to maintain and present upon reque   | st or to make available du                     | uring a verificatio | n visit, documen | tation            |  |
| necessary to support thi              | s certification.   |  |                     |                  |                   |  |
| This certification consist            | s of page(s), including all attachments.                 |  |                     |                  |                   |  |
|                                       | pago(o), moraumy an altao mionio.                        |  |                     |                  |                   |  |
| Certifier's Signature:                |  | Company Name:                                  |                     |                  |                   |  |
|                                       |  |  |                     |                  |                   |  |
|                                       |  |  |                     |                  |                   |  |
| Certifier's Name: (Print or Type)     |  | Certifier's Title:                             |                     |                  |                   |  |
| Seruner 3 Name. (                     | rincorryp <del>e</del> j                                 | Ceruner's True.                                |                     |                  |                   |  |
|                                       |  |  |                     |                  |                   |  |
| Date: (MM/DD/YR)                      |  | Certifier Type (Importer, Exporter, Producer): |                     |                  |                   |  |
|                                       |  |  |                     |                  |                   |  |
|                                       |  |  |                     |                  |                   |  |

## FREIGHTCENTER

# UNITED STATES-MEXICO-CANADA AGREEMENT USMCA

#### **CERTIFICATION OF ORIGIN INSTRUCTIONS**

For purposes of obtaining preferential tariff treatment, this document must be completed legibly and in full, and be in the possession of the importer at the time the declaration is made. This document may be completed by the importer, exporter, or producer.

- Field 1: Provide the certifier's legal name, address (including country), telephone number, and e-mail address.
- Field 2: Provide the exporter's name, address (including country), e-mail address, and telephone number if different from the certifier. This information is not required if the producer is completing the certification of origin and does not know the identity of the exporter. The address of the exporter shall be the place of export of the good in a Party's territory.
- Field 3: Provide the producer's name, address (including country), e-mail address, and telephone number, if different from the certifier or exporter or, if there are multiple producers, state "Various" or provide a list of producers. A person that wishes for this information to remain confidential may state "Available upon request by the importing authorities". The address of a producer shall be the place of production of the good in a Party's territory.
- Field 4: Provide, if known, the importer's name, address, e-mail address, and telephone number. The address of the importer shall be in a Party's territory.
- Field 5: Provide a full description of each good. The description should be sufficient to relate it to the invoice description and to the Harmonized System (HS) description of the good. If the Certificate covers a single shipment of a good, include the invoice number as shown on the commercial invoice. If not known, indicate another unique reference number, such as the shipping order number.
- Field 6: For each good described in Field 5, identify the HS tariff classification to the 6-digit level.
- Field 7: For each good described in Field 5, state which Origin Criteria (A through D) is applicable. The rules of origin are contained in Article 4.2. Note: In order to be entitled to preferential tariff treatment, each good must meet at least one of the criteria below.

#### **Origin Criteria**

- A Wholly obtained or produced entirely in the territory of one or more of the Parties, as defined in Article 4.3 (Wholly Obtained or Produced Goods)
- B Produced entirely in the territory of one or more of the Parties using non-originating materials provided the good satisfies all applicable requirements of Annex 4-B (Product-Specific Rules of Origin)
- C Produced entirely in the territory of one or more of the Parties exclusively from originating materials
- D Except for a good provided for in Chapter 61 to 63 of the Harmonized System:
  - (i) produced entirely in the territory of one or more of the Parties;
  - (ii) one or more of the non-originating materials provided for as parts under the Harmonized System used in the production of the good cannot satisfy the requirements set out in Annex 4-B (Product-Specific Rules of Origin) because both the good and its materials are classified in the same subheading or same heading that is not further subdivided into subheadings or, the good was imported into the territory of a Party in an unassembled or a disassembled form but was classified as an assembled good pursuant to rule 2(a) of the General Rules of Interpretation of the Harmonized System; and
  - (iii) the regional value content of the good, determined in accordance with Article 4.5 (Regional Value Content), is not less than 60 percent if the transaction value method is used, or not less than 50 percent if the net cost method is used
- Field 8: Identify the country of origin of the good (CA, US, or MX)
- Field 9: Include the blanket period, if the certification covers multiple shipments of identical goods for a specified period of up to 12 months as set out in Article 5.2 (Claims for Preferential Treatment).
- Field 10: Indicate whether the certifier is the exporter, producer, or importer in accordance with Article 5.2 (Claims for Preferential Treatment).

The certification must be signed and dated by the certifier and accompanied by the following statement:

I certify that the goods described in this document qualify as originating and the information contained in this document is true and accurate. I assume responsibility for proving such representations and agree to maintain and present upon request or to make available during a verification visit, documentation necessary to support this certification.



# CANADA-UNITED STATES-MEXICO AGREEMENT CUSMA

## **CERTIFICATION OF ORIGIN CONTINUATION PAGE**

| 1. Certifier Name and Address: |                         | 2. Exporter Name and Address: |         |           |
|--------------------------------|-------------------------|-------------------------------|---------|-----------|
|                                |                         |                               |         |           |
| 3. Producer                    | Name and Address:       | 4. Importer Name and A        | ddress: |           |
|                                |                         |                               |         |           |
| 5A. Part                       | 5B.                     | 6.                            | 7.      | 8.        |
| Number /<br>SKU                | Description of Good(s): | HS Tariff Classification      |         | Country   |
| SNU                            |                         |                               |         | of Origin |
|                                |                         |                               |         |           |
|                                |                         |                               |         |           |
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|                           |       | PACKING LIST |                  |                  |                |  |
|---------------------------|-------|--------------|------------------|------------------|----------------|--|
| Address:                  |       | -            | Invoice Number:  |                  |                |  |
| City:                     | State | _            |                  |                  |                |  |
| Postal Code:              |       |              |                  |                  |                |  |
| Country:                  |       |              |                  |                  |                |  |
| Tel:                      |       |              |                  |                  |                |  |
| Fax:                      |       |              |                  |                  |                |  |
|                           |       |              |                  |                  |                |  |
| SOLD TO:<br>Company Name: |       |              | P.O. NUMBERS:    |                  |                |  |
| Address:                  |       | Address:     |                  |                  |                |  |
| City:                     | State | City:        | State            |                  |                |  |
| Postal Code:              |       | Postal Code: |                  |                  |                |  |
| Country:                  |       | Country:     | <del>-</del>     |                  |                |  |
|                           |       |              |                  |                  |                |  |
| DESCRIPTION               |       |              | QUANTITY ORDERED | QUANTITY SHIPPED | WEIGHT SHIPPED |  |
|                           |       |              |                  |                  |                |  |
|                           |       |              |                  |                  |                |  |
|                           |       |              |                  |                  |                |  |
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|                           |       |              |                  |                  |                |  |
|                           |       |              |                  |                  |                |  |
|                           |       |              |                  |                  |                |  |

I certify the above to be true and correct

### Harmonized System (HS) Code Lookup Information

Harmonized Tariff Schedule (HTS) Code lookup <a href="https://hts.usitc.gov/">https://hts.usitc.gov/</a>
Customs Rulings Online Search System (CROSS) <a href="https://rulings.cbp.gov/home">https://rulings.cbp.gov/home</a>

## Schedule B lookup <a href="https://uscensus.prod.3ceonline.com/">https://uscensus.prod.3ceonline.com/</a>

HTS (Harmonized Tariff Schedule) codes are product classification codes between 7-10 digits. The first six digits are an HS code, and the countries of import assign the subsequent digits to provide additional classification. U.S. HTS codes are 10 digits and are administered by the U.S. International Trade Commission. To find your product's 10 digit Schedule B number which can be converted into the Harmonized Code by using the first six digits of the Schedule B code, visit Schedule B Search Engine.

The HS Code is needed on the USMCA Certificate of Origin.

A tariff code is a product-specific code as documented in the Harmonized System (HS) maintained by the World Customs Organization (WCO.) Tariff codes exist for almost every product involved in global commerce. Required on official shipping documents for tax assessment purposes, a tariff code ensures uniformity of product classification worldwide.

A complete tariff code is no less than six digits and can be up to 10. The more digits in a tariff code string, the more specific the product it identifies. A string of fewer than six digits is considered a partial tariff code and represents a broad product category or chapter of products in the HS.

For assistance identifying your appropriate HS number, you may also contact your local Export Assistance Center or call the Trade Information Center (TIC):

Tel: 1-800-USA-TRADE (1-800-872-8723)

Fax: (202) 482-4473 E-mail: tic@mail.doc.gov

Internet: http://www.export.gov