



Req	Field	Description
✓	1	Vendor/Shipper name and address in the U.S.
✓	2	Date of pickup in the U.S.
✓	3	Consignee name and address in Canada
	4	Purchaser or "Bill To" name and address
	5	Country of transshipment - typically the U.S. if goods are originating in a country other than the U.S.
✓	6	Country of origin - <b>Critical</b> for North American Free Trade Agreement purposes
✓	7	Customs broker name (normally chosen by the consignee)
✓	8	Please check <i>either</i> inland or border clearance. For shipments moving into Canada the general rule is border clearance (this is also known as PARS or Pre-arrival review system).
✓	9	Terms of payment (i.e. Sales, Leased Goods, etc.)
✓	10	Currency of sale.
✓	11	Number of shipping units (i.e. <b>1</b> pallet, <b>2</b> drums, <b>50</b> cartons).
✓	12	Detailed description of the product <i>and packaging</i> . <b>If you checked border clearance in field 8, in addition to the product description please write "PARS CLEARANCE" in this field.</b>
✓	12A	Weight of product including packaging.
✓	13	Quantity of units of a product (i.e. 25 boxes, 1 set, 10 components).
✓	14	Price per unit as referred to in field 13.
✓	15	Invoice amount for product (field 13 X field 14).
✓	16	Total shipping weight.
✓	17	Sum of the amounts in field (column) 15.
✓	18	Check if a commercial invoice is attached, and state the invoice number.
	19	Exporter name - complete only if this differs from the shipper in field 1.
✓	20	Originator - company that completed the document - usually the shipper as indicated in field 1.
	21	Departmental ruling (if applicable).
	22	Please check if fields 23 - 25 are not applicable.
	23	(i) Break out transportation charges and insurance if they were included in field 17, (ii) Break out cost of construction or assembly at site if included in field 17, (iii) Cost of packing if included in field 17.
	24	(i) Transportation cost from place of manufacture to actual point of direct shipment to U.S. (ii) Commissions applicable (other than buying commissions). (iii) Cost of packing if <b>not</b> included in field 17.
	25	Check if applicable.
✓	26	Shipper number or bill of lading number.
	27	Consignee purchase order number if known.
✓	28	<b>Bill of lading terms and conditions</b> , C.O.D. amount and funds type, declared value of shipment.
✓	29	Shipper signature.