



FRONTWEST CUSTOMS BROKERAGE & SERVICES LLC

40430 Van Born Rd

Canton, MI 48188

PH: 734.725.3282

imports@frontwestcb.com

www.frontwestcb.com

The basis of every entry is a complete commercial invoice.

Per CBP (19 CFR § 141.81-141.90) an invoice should:

1. Describe the item clearly, in English
or english translation
2. Give the quantity
3. State the value, including the currency
unit purchase price, of each item
4. Country of Origin
5. Name of the business or person selling the merchandise
6. Location of the business or person selling the merchandise
7. Name and address of business or person buying the merchandise, and if different from the importer
Complete name, address, contact name and phone number of the buyer, U.S. importer of record, consignee and ship-to parties.
8. The U.S. address of the person or business the goods are being shipped to
9. Incoterms

Additional information, that might be helpful and necessary:

- Buyer reference, purchase order numbers
- Description for each line item should be in detail, including part or model numbers.
- Net and gross weights should be provided
- The following should be provided separately, if it applies:
 - Royalties
 - Selling commissions
 - Goods and services furnished to your supplier (such as dies, molds, tools, engineering)
 - Discounts