

# COMMERCIAL INVOICE

**Invoice Information**

|                       |  |                     |  |
|-----------------------|--|---------------------|--|
| <b>Invoice Number</b> |  | <b>Invoice Date</b> |  |
| <b>Order Number</b>   |  |                     |  |

**Shipper Information**

**Consignee Information**

|                     |  |                   |  |
|---------------------|--|-------------------|--|
| <b>Name</b>         |  | <b>Name</b>       |  |
| <b>Address</b>      |  | <b>Address</b>    |  |
| <b>Telephone</b>    |  | <b>Telephone</b>  |  |
| <b>Fax</b>          |  | <b>Fax</b>        |  |
| <b>VAT Number</b>   |  | <b>VAT Number</b> |  |
| <b>Country</b>      |  | <b>Country</b>    |  |
| <b>Notify Party</b> |  | <b>Address</b>    |  |

**Shipping Information**

|                         |  |                       |  |
|-------------------------|--|-----------------------|--|
| <b>AWB Number</b>       |  | <b>Date Of Export</b> |  |
| <b>Forwarding Agent</b> |  | <b>Payment Mode</b>   |  |

**Shipment Information**

| Number Of Pieces | Specification Of Commodities | Wt (Kg) | QTY | Unit Price | Amount |
|------------------|------------------------------|---------|-----|------------|--------|
|                  |                              |         |     |            |        |
|                  |                              |         |     |            |        |
|                  |                              |         |     |            |        |
|                  |                              |         |     |            |        |
|                  |                              |         |     |            |        |
|                  |                              |         |     |            |        |
|                  |                              |         |     |            |        |
|                  |                              |         |     |            |        |
|                  |                              |         |     |            |        |

|                     |                 |                     |
|---------------------|-----------------|---------------------|
| <b>Total Weight</b> | <b>Currency</b> | <b>Total Amount</b> |
|                     |                 |                     |

**Country Of Origin**

I hereby certify that the items listed above are true and correct

**Name** \_\_\_\_\_  
**Signature** \_\_\_\_\_

# Commercial Invoice

## **Definition:**

The commercial invoice is a legal document between the supplier and the customer that clearly describes the sold goods, and the amount due on the customer. The commercial invoice is one of the main documents used by customs in determining customs duties.

## **Invoice Information**

Refers to the information regarding the commercial invoice

**Invoice Number:** The supplier invoice reference number

**Invoice Date:** The issue date of the invoice

**Order Number:** The customer order number of the goods

## **Shipper Information:**

Refers to the information about the sender of the Goods

**Name:** The name of the sender

**Address:** The complete address of the sender, which includes the postal/zip code and the city name

**Telephone:** The telephone number of the sender.

**Fax:** The fax number of the sender

**VAT Number:** The sender Value Added Tax reference Number, for countries, which apply the VAT.

**Country:** The country the sender is located in.

## **Consignee Information:**

Refers to the information about the receiver of the goods

**Name:** The name of the receiver

**Address:** The complete address of the receiver, which includes the postal/zip code and the city

**Telephone:** The telephone number of the receiver.

**Fax:** The fax number of the receiver

**VAT Number:** The receiver Value Added Tax reference Number, for countries that apply the VAT.

**Country:** The country the receiver is located in

**Notify Party:** The name of the party who affects the delivery of the goods.

**Address:** The address of the party to be notified

## **Shipping Information**

Refers to the information about the shipping of the goods

**AWB Number:** The Air Way bill number under which the goods are shipped

**Forwarding Agent:** The shipping company name

**Date of Export:** The date of which the goods are shipped

**Payment Mode:** The paying mode of shipping that may be prepaid, collect or free domicile

## **Shipment Information**

Refers to the information about the goods to be shipped

**Number of Pieces:** The number of parts the shipment consist of

**Specification of Commodities:** The description and nature of the Goods to be shipped.

**Wt:** The gross weight of the each piece

**Qty:** Number of units of the Goods.

**Unit Price:** The value of each item unit

**Amount:** The amount of each set of Goods

**Total Weight:** The total gross weight of the goods

**Currency:** The Currency used for pricing the item

**Total Amount:** The total value of the shipment

**Country Of Origin:** The country where the Goods where manufactured

**Name:** The name of the sender

**Signature:** The signature/company stamp of the sender