

Commercial Invoice Checklist

Please ensure you provide the following information on your commercial invoices

- Full Name and address and contact details of the exporter and importer
- EORI number of the exporter and importer
- VAT number of the exporter and importer
- REX number, where the value is over 6000 Euros (only required for imports into the UK)
- Trade description of the goods (including Customs commodity code)
8 digits for export and 10 digits for imports
- Quantity of the goods expressed in units, normal in trade
- Total gross weight and total net weight of entire consignment
- Article number
- Type of packaging (box, pallet, bottle)
- Price per item and total price of the invoice
- Currency of the invoice
- Invoice number and date
- Incoterm and place; time and mode of delivery as well as terms, time and mode of payment
- Country of origin of the goods
- EU/UK originating statement (if applicable)

Submitting correct commercial invoices to the customs authorities is important to ensure fast and efficient shipment movements. Any errors will result in delays, extra costs such as storage, and they could withhold or confiscate products.