

VENDOR/SUPPLIER SHIPPING DOCUMENTATION

The purpose of this document is to clearly define what information is required to allow the business to be in compliance with the authorisation granted by H M Customs and Excise and furthermore to allow the business to expeditiously process all International Freight movements.

All consignments shipped from **Third World Countries** must be labelled and they must be accompanied by the following documents that must contain the following information.

Invoice detail.

Date the invoice was raised by vendor
Shipper Name and Address
Shipper Contact Name & Phone Number
Consignee / Ship-to name and Address
Consignee Contact Name & Phone Number
GE Purchase Order Number
INCO terms 2000 per the Purchase order contract.
Country of Origin
Tariff/commodity code as per the Customs classification nomenclature
Part Number, Description, quantity, unit value and extended value
Currency used
Unit of measure (if Applicable)
Weight and dimension, and number of pieces being shipped
Reason for shipment e.g.; scrap, goods for repair, new part supply, goods returned after repair or as received condition, goods not in accordance with contract.
The invoice must be duly signed by an approved signatory of the company.

Shipments of engine parts and consumables, which require certification, must also be accompanied by.

A FAA/JAA 8130 document

A HAWB House Airway Bill (if Applicable) or a MAWB Master Airway Bill must accompany shipments transiting by Air the following information must be provided.

Shipper name and address
Consignee name and address
Issuing carrier agent name and address
Airport of departure
Ship to port
Handling information e.g.; No SED required, licensed goods or NLR (No licence required)
No of Pieces
Nature of the goods e.g.; Commercial Civil aircraft engine parts
Origin
Gross weight
Dimensions of each piece
Signature of Shipping agent
Execute date and Place
Chargeable weight

Shipments by road must be accompanied by the CMR or TIR document where applicable.

Shipment from the EEU Countries must be accompanied by the following.

Invoice, Master Airway Bill, CMR/TIR, T1, T2 or T5 documents (where applicable.)

All shipment from the EEU must clearly state the status of the goods.

“Free Circulation”

Transferred under Customs regime;

‘End Use’ (vendor/supplier authorisation number must be quoted)

‘IPR’ (vendor/supplier authorisation number must be quoted)

‘ASPD’ (Vendor/supplier authorisation number must be quoted)

Certificate of origin (if applicable)

JAA certificate of Airworthiness (if Applicable)

Because H M Customs Rules and Regulation and EEC Directives change periodically,, notification of such changes will be advised.