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IMPORTANT DOCUMENTS

When Shipping to the Border of Mexico or Canada*



Purchase Order

Quote # 74128 • January 1, 2025



U.S. SUPPLIER NAME
STREET ADDRESS
CITY, STATE ZIP
PHONE NUMBER
EMAIL ADDRESS

BILL TO:

COMPANY NAME
STREET ADDRESS
CITY, COUNTRY, POSTAL CODE

SHIP TO:

COMPANY NAME
1234 EXAMPLE ST.
LAREDO, TX, USA 78040

QTY	PRODUCT DESCRIPTION	UNIT PRICE	TOTAL
3	WIDGET A	\$10,000	\$30,000
2	WIDGET B	\$20,000	\$40,000

TERMS AND CONDITIONS

PAYMENT TERMS: 60 DAYS FROM DATE OF SHIPMENT FROM PORT OF EXPORTATION

THIS QUOTE EXPIRES 30 DAYS FROM DATE OF ISSUE.

INTEREST DISCLAIMER: PLEASE BE AWARE THAT WE WILL CHARGE 1.5% INTEREST PER MONTH ON LATE INVOICES

Goods Total	\$70,000
S/H Charges	\$2,500
Insurance	\$500
Financing	\$250

TOTAL \$73,250

Sellers Name

Sellers Signature

Date

Buyers Name

Buyers Signature

Date

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PURCHASE ORDER

If the buyer's country is either Mexico or Canada, you may ship to a point in the United States from which, to the best of your knowledge, the products are intended for ultimate delivery to Mexico or Canada, respectively, provided that (i) you have written instructions from the buyer directing delivery to the buyer or the designated agent of the buyer at the named point in the United States.**

USA Ship To Policy Endorsement #7126

For shipments to countries other than Canada and Mexico, it may also be customary for the foreign buyer to request that the exporter ship to a U.S. port of entry such as Miami, Seattle, Oakland, etc. whereby the foreign buyer or its representative takes possession and actually controls the export and delivery to the foreign location. This endorsement outlines the details to still keep coverage under the insurance policy intact should the sale of the products include a U.S. delivery point.

*Shipping to the border of Canada/Mexico under this process is only permitted on Multi-Buyer policies.

**Delivery instructions are often on the purchase order but can be sent by the buyer separately through email at a later date before the shipment occurs.

Straight Bill of Lading

Original - Not Negotiable

Ship From:						Date:			
<input type="checkbox"/> FOB						Bill of Lading No:			
Ship To: Location No:						BARCODE SPACE			
Company Name 1234 Example St. Laredo, TX, USA 78040						Carrier Name:			
CID#: <input type="checkbox"/> FOB						Trailer No:			
Freight Charge Terms (prepaid unless marked otherwise)						Seal Number(s):			
<input type="checkbox"/> Prepaid <input type="checkbox"/> Collect <input type="checkbox"/> 3rd Party						SCAC:			
3rd Pty Freight Charges - Bill To:						Pro No:			
						BARCODE SPACE			
						Special Instructions: <input type="checkbox"/> Master BOL			
Handling Unit		Package				Product Description		LTL Only	
QTY	TYPE	QTY	TYPE	Weight U.	H.M.(X)			NMFC No.	Class
Totals									
Where the rate is dependent on value, shippers are required to state specifically in writing the agreed or declared value of property as follows: The agreed or declared value of the property is specifically stated by the shipper to be not exceeding _____ FOB _____						The carrier shall not make delivery of this shipment without payment of freight and all other lawful charges.			
						Shipper Signature _____			
NOTE: Liability Limitation for loss or damage in this shipment may be applicable. See 49 U.S.C. - 14706(c)(1)(A) and (B).									
This is to certify that the above named materials are properly classified, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of DOT.				Trailer Loaded <input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver		Freight Counted <input type="checkbox"/> By Shipper <input type="checkbox"/> By Driver/pallets said to contain <input type="checkbox"/> By Driver/pieces		Carrier acknowledges receipt of packages and required placards. Property above is received in good order, except as noted.	
Shipper Signature _____ Date _____						Shipper Signature _____ Pickup Date _____			



STRAIGHT BILL OF LADING

If the buyer’s country is either Mexico or Canada, you may ship to a point in the United States from which, to the best of your knowledge, the products are intended for ultimate delivery to Mexico or Canada, respectively, provided that (ii) your shipping document(s) evidence delivery to the point in the United States specified in the written instructions.*

** The shipping documents should also be issued by an unaffiliated third party, regardless of the Incoterms, including but not limited to, the Incoterm commonly referred to as “Ex Works.”*



Get in touch: grow.exim.gov/consultationrequest

This is a descriptive summary to be used only as a general introductory reference tool. The complete terms and conditions of the policy are set forth in the policy text, applications, and endorsements.